



The Metropolitan District
water supply · environmental services · geographic information

**BUREAU OF PUBLIC WORKS
REGULAR MEETING
MONDAY, APRIL 28, 2025
5:30 PM**

Location

Board Room
District Headquarters
555 Main Street, Hartford

Commissioners

Avedisian	Holloway
Bazzano	Johnson
Bush	Lester
Currey (Ex-Officio)	Magnan
DiBella	Patel
Drake	Salemi
Gale	Steuber
Gentile	Taylor
Healy	Torres (VC)
Hoffman (C)	Woulfe
Quorum: 10	

Dial in #: (415)-655-0001
Access Code: 2317 945 2937#

[Meeting Video Link](#)

1. **CALL TO ORDER**
2. **PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**
3. **INDEPENDENT CONSUMER ADVOCATE COMMENTS & QUESTIONS RELATIVE TO AGENDA ITEMS**
4. **APPROVAL OF MEETING MINUTES OF MARCH 3, 2025**
5. **CONSIDERATION AND POTENTIAL ACTION RE: LICENSE AGREEMENT FOR PARKING AT 45 GRANBY STREET HARTFORD**
6. **CONSIDERATION AND POTENTIAL ACTION RE: ENCROACHMENT AGREEMENT:
A. CONCOURSE PARK - SILVER LANE EAST HARTFORD
B. THE SPARK ON CEDAR- 1 MYRA COHEN WAY NEWINGTON**
7. **DISCUSSION AND POTENTIAL ACTION RE: DRAFT ORDINANCE REVISIONS RE: AVAILABILITY & CAPACITY GUIDELINES
A. REFERRAL OF DRAFT ORDINANCE REVISIONS TO COMMITTEE ON MDC GOVERNMENT**
8. **DISCUSSION AND POTENTIAL ACTION RE: APPROVAL OF AVAILABILITY & CAPACITY GUIDELINES**
9. **OPPORTUNITY FOR GENERAL PUBLIC COMMENTS**
10. **COMMISSIONER REQUESTS FOR CONSIDERATION OF FUTURE AGENDA ITEMS**
11. **ADJOURNMENT**

**BUREAU OF PUBLIC WORKS
LICENSE AGREEMENT RE: 45 GRANBY STREET, HARTFORD**

To: Bureau of Public Works on April 28, 2025

In 2014, the District entered into a license agreement with New Hope Christian Ministry (“Licensee”) to use 45 Granby Street for the purpose of parking. The license agreement was thereafter extended for five (5) additional years, until September 30, 2023, and amended to expand the permitted parking area. The Licensee has requested to extend the term of the agreement for another five (5) years, up to and including May 15, 2030. The District purchased the property known as 45 Granby Street, Hartford in 2010 for the Clean Water Project (“CWP”) but the property is not yet needed for construction activities and, according to the most recent CWP construction schedule, will not be needed during the term of the requested license renewal. If that changes, the license agreement can be promptly terminated upon notice to the Licensee.

It is RECOMMENDED that it be

VOTED: That the Bureau of Public Works recommends to the District Board passage of the following resolution:

RESOLVED: New Hope Christian Ministry is hereby authorized to use a portion of 45 Granby Street for parking purposes, subject to proper execution of a renewed license agreement with such terms and conditions as required by District Counsel; and

FURTHER RESOLVED: That Scott Jellison, as Chief Executive Officer of The Metropolitan District, is authorized to execute and deliver the License Agreement on behalf of the Metropolitan District and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of the License Agreement.

Respectfully submitted,



John S. Mirtle, Esq.
District Clerk

This drawing, as an instrument of service, is the property of John C. Clark and Associates Architects and may not be reproduced without their permission, and unless the reproduction carries their name. All designs and other information shown on this drawing are for use on the specified project only and shall not be used otherwise without written permission of this office.

NEW HOPE CHRISTIAN MINISTRIES
33 GRANBY STREET, HARTFORD, CT

JCA
JOHN C. CLARK
AND ASSOCIATES
ARCHITECTURE
URBAN PLANNING
INTERIOR DESIGN

30 Ashford Street
Hartford, CT 06120
860-247-7577 TEL
860-247-7578 FAX
JCCARCH@AOL.COM

SCALE: DRAWN BY:
NOTED: JCCIII

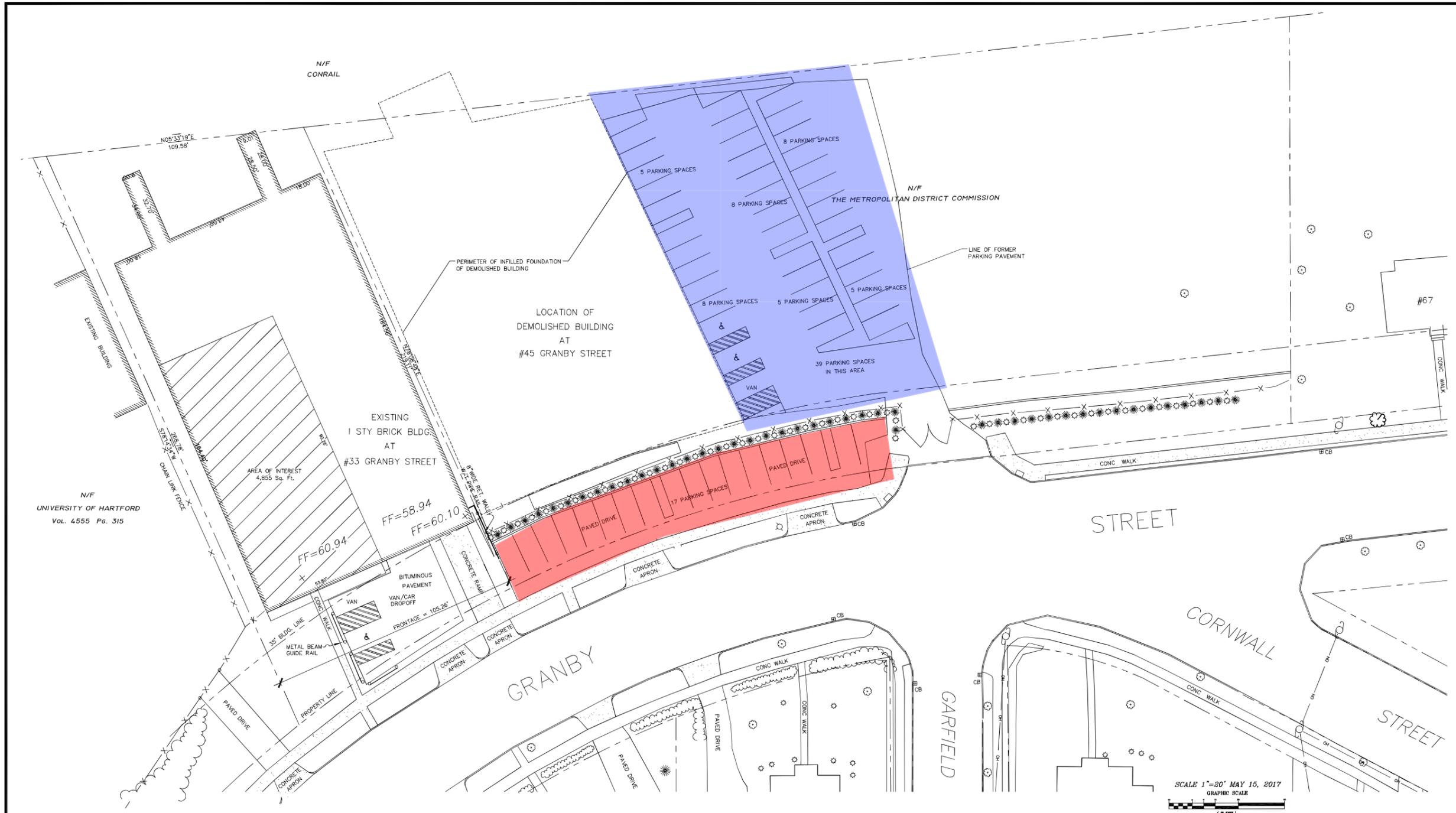
DATE:
15MAY2017

REVISION #

DRAWING:
SITE
PLAN

No.

SP-1



N/F
UNIVERSITY OF HARTFORD
Vol. 4555 Pg. 315

*SITE PLAN
PREPARED FOR
NEW HOPE CHRISTIAN MINISTRIES
33 GRANBY STREET
HARTFORD, CT*



ALL INFORMATION OBTAINED FROM MDC BASE MAP, AND ZONING LOCATION SURVEY FOR 33 GRANBY STREET, HARTFORD, CT, PREPARED BY OSWALD BLINT, CERTIFIED LAND SURVEYOR, DATED AUGUST 3, 2006.

ZONING INFORMATION			
	REQUIRED	PROPOSED	REMARKS
MX-2, MULTI-USE MIX			
NEIGHBORHOOD ASSEMBLY USE	SPECIAL PERMIT		
LOT AREA	5 ACRES MINIMUM	0.587 ACRE	NON-CONFORMING
MINIMUM LOT FRONTAGE	100 FT	104.62 FT.	
MAXIMUM BUILDING COVERAGE	65%	64%	
MINIMUM LOT WIDTH	NONE	105.26 FT. to 109.58 FT.	
FRONT BUILD-TO-ZONE	AT OR UP TO 15 FT. BEHIND BUILDING LINE	AT BUILDING LINE	
MINIMUM SIDE SETBACK	15 FT.	3 FT. and 4 FT. 3 IN.	NON-CONFORMING
MINIMUM REAR SETBACK	35 FT.	20.89 FT.	NON-CONFORMING
MINIMUM OVERALL HEIGHT	2 STORIES	1 STORY	NON-CONFORMING
PARKING	ONE PARKING SPACE PER EVERY 3 ASSEMBLY SEATS	35 PARKING SPACES BASED ON 105 SEATS IN ASSEMBLY AREA	PARKING FURNISHED BY MDC ON ADJACENT PROPERTY
MAX. IMPERVIOUS AREA	80%	35%	ON ADJACENT PROPERTY

NOTE: PROPOSE THAT 56 PARKING SPACES BE PROVIDED OFF-SITE VARIANCE SOUGHT FOR PARKING IN FRONT OF BUILDING LINE

**ENCROACHMENT AGREEMENT – CONCOURSE PARK 309 REDEVELOPMENT
285 & 291 FORBES STREET; 936, 942, 944 & 960 SILVER LANE**

To: Bureau of Public Works for consideration April 28, 2025

In a letter dated April 9, 2025, Paul Rodrigues of Solli Engineering, LLC., on behalf of Jasko Zelman 1 LLC, and JZ Otto LLC (collectively “Jasko”) and the Town of East Hartford, (“Town”) the future and current owners respectively of 285 & 291 Forbes Street, 936, 942, 944 & 960 Silver Lane in East Hartford (the “Property”), has requested permission from The Metropolitan District (“MDC” or “District”) to encroach on the MDC’s existing twenty-foot-wide (20’) easement or right-of way, containing an existing 10-inch sanitary sewer, situated on the Property (the “ROW”) for the purpose of constructing and installing site improvements for and in connection with a proposed residential development project, as shown on the attached map (the “Map”).

The Town has entered into a Purchase and Sale Agreement for the Property with Jasko and anticipates that a closing will occur in the near future. The Town has given Jasko permission to submit this encroachment permit application for the following described work for such construction and installation of these site improvements that Jasko will undertake on the Property after such closing.

The proposed scope of work entails: (i) installing a temporary 14’ wide x 45’ long modular steel bridge on timber matting including all appurtenances in up to two (2) locations along the ROW ahead of proposed site demolition and subsequent permanent site improvements, including removing existing pavement and curbing; existing gas lines, drainage piping and structures (ii) regrading up to 12,200 sf of easement area, earth excavation up to 2.4 feet in depth, (iii) installing new utilities across the ROW including a new 8-inch water main, new sanitary laterals (1) 4” force main and (1) 8” PVC lateral, (1) 4-inch gas line, (8)-2” service conduits, (2) 4” electric and telecommunication conduits in up to four (4) locations, and new stormwater lines, (3) 8” C900, and (iv) installing surface restoration consisting of new bituminous pavement, concrete walkways, curbing, traffic islands, and landscaping including shrubs and grass as well as incidental activities such as resetting existing manhole frame and covers, within the ROW as shown on the Map (collectively, the “Improvements”).

With the exception of the new 8-inch water main that will cross under the Sewer, the proposed lines will be installed above the MDC’s existing ten-inch (10”) sewer and its appurtenances situated within the ROW (collectively, the “Sewer”) with a minimum of one foot (1’) of vertical clearance between the Sewer and such lines, and proposed grades will not impede access to the Sewer. Eversource will require a twenty-foot wide (20’) and forty-foot wide (±40’) easement which will overlap perpendicular with the ROW (collectively these “Eversource Easements”). Connecticut Natural Gas (“CNG”) will also require a ten-foot wide (10’) easement which will overlap perpendicular with the ROW (the “CNG Easement” and Eversource Easements are collectively the “Utility Easements”). The Sewer was built in 1972 under DPA by National Amusements

Company and the ROW was acquired by the MDC and filed on the East Hartford land records in Volume 496, at Page 262U-262V.

MDC staff has concluded that the Improvements are minor and that there will be no detriment to the Sewer as a result.

Jasko has agreed to the following conditions in order to satisfy the District's concerns for protection of the Sewer and to maintain accessibility along the length of the ROW:

1. Care must be taken during the performance of work for the Improvements or any maintenance, repair or replacement of the same not to disturb the Sewer. All heavy construction equipment must be located outside of the limits of the ROW when not in use. Any earth moving equipment that will be utilized on the ROW over and adjacent to the Sewer shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to the Sewer caused by any construction, maintenance, repair, replacement or associated activities by or on behalf of Owner for or in connection with the Improvements within this ROW shall be the responsibility of the Owner.
2. No additional permanent improvements, other than the proposed Improvements, shall be located within this ROW.
3. The District shall not be held liable for any damage caused to any structure listed above, located within or adjacent to the ROW in the event of an emergency Sewer repair. The District will make every effort feasible to minimize damage to these structures; however, the cost of repairs to such structures shall be the responsibility of the Owner.
4. In the event of a sewer emergency caused by the proposed excavation described above, the Owner shall provide, install, operate and remove, at the Owner's expense, an appropriately sized bypass pump and appurtenances.
5. The District reserves the right to remove Improvements within this ROW at any time if so required for maintenance, repair or replacement of the Sewer or any part thereof. Owner shall bear any additional maintenance, repair or replacement costs necessitated by the presence of Improvements within this ROW, including any such costs incurred by the District.
6. An MDC inspector must be on the job site whenever work is being performed within the ROW, and Owner shall be responsible for the cost and expense of such inspector. Any construction of the Improvements as well as any subsequent construction, maintenance, repair or replacement of the Improvements shall conform to District standards and forty-eight (48) hours advance notice must be given to the District prior to commencing any such activities within the ROW.

7. The Owner shall perform a CCTV inspection, witnessed by an MDC inspector, of the Sewer in the areas of the construction upon completion of backfilling and restoration of the excavated areas. The videos will be delivered to the District for the purposes of assessing the post-activity condition of the Sewer.
8. The Owner shall at all times indemnify, defend and save harmless the District, any municipality included therein, and the State of Connecticut and shall maintain the District's standard form of requisite insurance as stipulated in the MDC's most current Guidance Manual for Developers' Permit Agreements, which insurance shall remain in force and effect during the performance of any work with in the ROW.
9. The Owner shall be responsible for obtaining any and all federal, state, or local approvals necessary for installing the Improvements, including but not limited to the removal and construction of the same.

Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between Jasko and MDC, following the completion of the sale of the Property to Jasko, whereby Jasko becomes the fee owner of the Property, and consistent with current practice involving similar requests, and filed on the Town of East Hartford land records.

It is **RECOMMENDED** that it be

VOTED: That the Bureau of Public Works recommends to the District Board passage of the following resolution:

RESOLVED: That after sale of the property by the Town of East Hartford to Jasko Zelman1 LLC, the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, subject to approval of form and content by District Counsel, granting permission to Jasko Zelman 1 LLC to encroach upon the MDC existing twenty-foot-wide (20') Main ROW situated on the Property in order to: (i) perform the work for the Improvements in connection with the planned redevelopment of the Property as shown on plans submitted by Solli Engineering, LLC, entitled, "Existing 10" Sewer Main Profile, Sheet 1 of 2 and Sheet 2 of 2, Concourse Park 309 Silver Lane East Hartford, Connecticut, and (ii) maintain, repair and replace such Improvements, provided that (a) the District shall not be held liable for any cost or damage of any kind and be indemnified from any claims from the present and in the following years as a result of any encroachment authorized hereby, (b) Jasko shall obtain all required approvals and reimburse MDC for any attorney fees and other costs incurred by MDC in enforcing the encroachment agreement, and (c)

such agreement shall not be effective until fully executed by the District and Jasko, and recorded on the East Hartford land records. In the event that such full execution and recording does not occur within four (4) months of the date this resolution is passed by the District Board, then such resolution shall be null and void, and of no further force and effect.

Respectfully submitted,

A handwritten signature in black ink that reads "John Mirtle". The signature is written in a cursive style with a large initial "J" and "M".

John S. Mirtle
District Clerk



April 9, 2025

Michael Curley
The Metropolitan District
555 Main Street
Hartford, CT 06103

**RE: Encroachment Permit Request
Concourse Park, Silver Lane
285 & 291 Forbes Street & 936, 942, 944 & 960 Silver Lane
East Hartford, Connecticut
Solli Engineering Project Number: 2010501**

Dear Mr. Curley:

Solli Engineering, LLC, on behalf of Jasko Zelman 1, LLC and the Town of East Hartford is requesting the approval of an encroachment permit for the proposed Concourse Park redevelopment at 285 & 291 Forbes Street & 936, 942, 944 & 960 Silver Lane in East Hartford, Connecticut.

The development construction is slated to start in 2025 and the construction activities will include:

- Removal of existing pavement
- Removal of existing curbing
- Removal of existing storm drainage structures and pipe
- Removal of existing gas pipes
- Removal of existing sanitary sewer pipe
- Earth moving activities
 - Total Area: 12,200± SF
 - Cut: 113± CY, 2.5± FT max.
 - Fill: 27± CY, 0.8± FT max.
- Installation of (1) new storm drainage pipe, (3) 8” C900
- Installation of (3) new sanitary sewer laterals, (1) 4” force main, and (2) 8” PVC
- Installation of (1) new sanitary sewer manhole, (1) 4’ diameter Sanitary Manhole
- Installation of (1) new natural gas service
- Installation of (1) new 8” water main with connection to existing 30” water main
- Installation of (2) new 4” electric/telecom conduits at 2 locations – total of (8) conduits
- Resetting existing sanitary sewer manhole to finished grade
- Installation of (4) new 2” site electric/telecom/security conduits at 2 locations – total of (8) conduits
- Installation of new landscape islands:
 - Shrubs
 - (3) Mt. Airy Fothergilia
 - (4) PJM Rhododendron
 - (1) Shamrock Inkburry

Grasses
(2) Karl Foerster Reed Grass

Monroe, CT | West Hartford, CT | Norwood, MA

www.SolliEngineering.com

6A-5

Please consider this a formal request for a permanent encroachment permit for the development known as Concourse Park within the MDC easement. If you have any additional questions, comments or concerns, please do not hesitate to reach out to us.

Respectfully,
Solli Engineering, LLC

A handwritten signature in blue ink, appearing to read 'P. Rodrigues', with a long horizontal flourish extending to the right.

Paul A. Rodrigues, P.E.
Senior Project Manager

Enclosures:

MDC Sewer Easement Encroachment Exhibit
MDC Sewer Encroachment Profile

6A-6

CONNOR S. MARTIN
MAYOR

TOWN OF EAST HARTFORD

(860) 291-7200

OFFICE OF THE MAYOR

740 Main Street
East Hartford, Connecticut 06108

WWW.EASTHARTFORDCT.GOV

March 19, 2025

Mr. Michael Curley, Manager of Technical Services
The Metropolitan District Commission
Engineering & Planning
555 Main Street
P.O. Box 800
Hartford, CT 06142-0800

**Re: MDC Encroachment Permit Letter
East Hartford, CT**

Dear Mr. Curley:

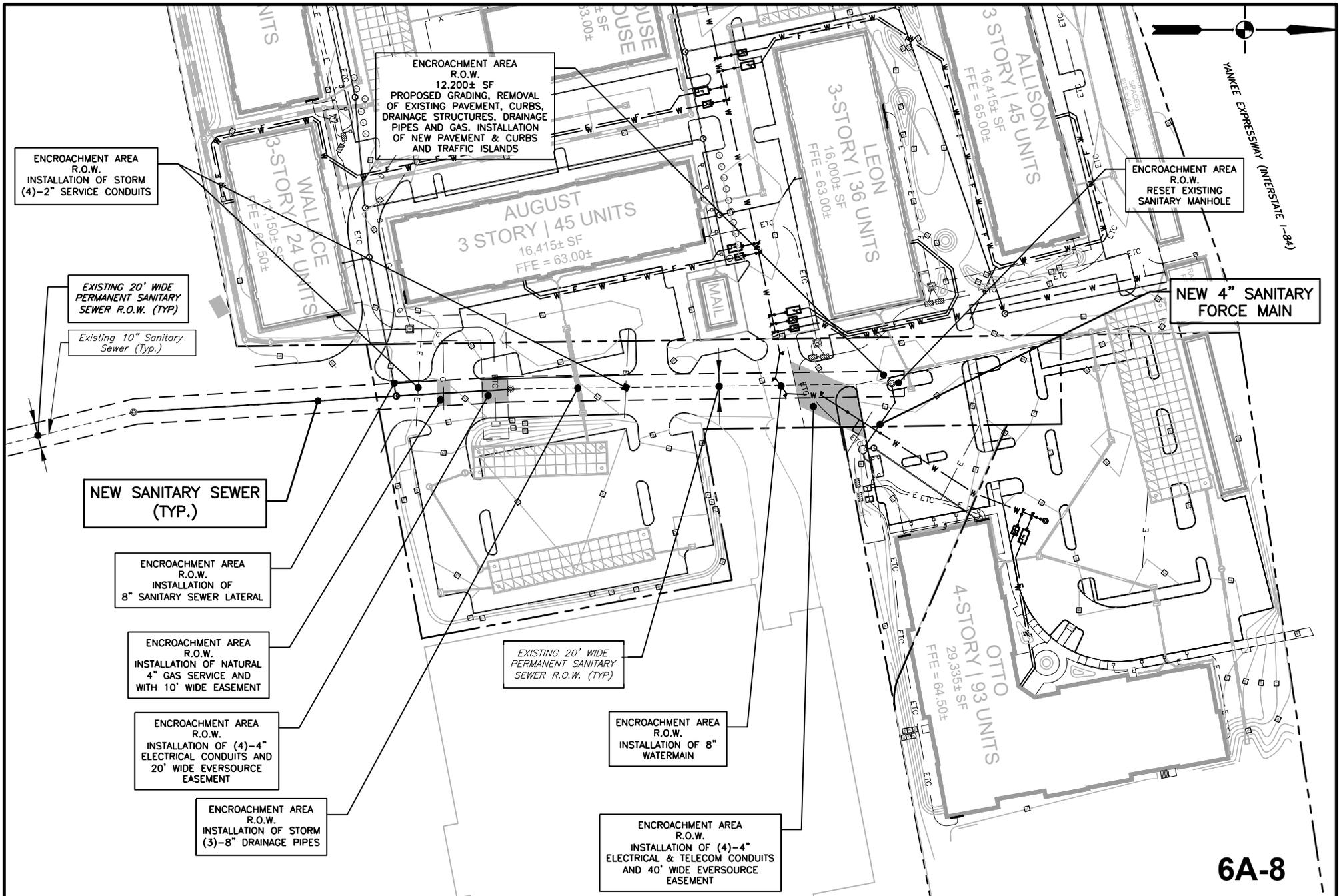
The Town of East Hartford, Connecticut (“Seller”) has entered into a Purchase and Sale Agreement with Jasko Zelman 1, LLC (“Buyer”) concerning property located at 936 Silver Lane, 942 Silver Lane, 944 Silver Lane, 960 Silver Lane, 285 Forbes Street (a/k/a 285 Forbes Street Rear) and 291 Forbes Street, East Hartford, Connecticut (the “Property”). The Seller and the Buyer anticipate that a closing will occur before the end of April. The Seller has given the Buyer permission to submit an encroachment permit application to The Metropolitan District Commission for work it will undertake in sections of the Property post-closing.

Sincerely,

Town of East Hartford, Connecticut



By: _____
Connor S. Martin
Its Mayor



**CONCOURSE PARK 309
285 & 291 FORBES STREET AND
936, 942, 944 & 960 SILVER LANE
EAST HARTFORD**

S:\Towns\EastHartford\Water\SilverLane\ConcoursePark-Agenda.dwg
Latest Revision: 4/17/25

**TO ILLUSTRATE MDC SANITARY
SEWER EASEMENT ENCROACHMENTS**

6A-8

**ENCROACHMENT AGREEMENT – THE SPARK ON CEDAR STREET
1 MYRA COHEN WAY, NEWINGTON**

To: Bureau of Public Works for consideration April 28, 2025

In a letter dated December 13, 2024 Ronald E. Bomengen of Fuss & O'Neill, Inc., on behalf of APR Newington LLC, ("APR" or "Owner") current owner of the above-referenced property (the "Property"), has requested permission from The Metropolitan District ("MDC" or "District") to encroach on the MDC's two (2) existing twenty-foot-wide (20') sewer easements situated on the Property along Cedar Street (CT Route 175) and along the right-of-way property of CT Busway (these "Easements") for the purpose of constructing and installing site improvements for and in connection with a proposed residential development project, as shown on the attached map (the "Map").

The proposed work within these Easements entails: miscellaneous site demolition including, removing existing concrete block wall, chain link fence, and trees; clearing and grubbing up to 12,300 sf; earth excavation and filling up to 3-feet in depth (along the southwest corner of the property). Proposed utility work includes installing an 8-inch water service, 2-inch gas service, an 18-inch stormwater line and new catch basins top(s) on existing drainage structures. This work also includes excavation and minor grading associated with a new (3'-high) concrete block retaining wall, 12-inch (thick) bituminous pavement sections, concrete walkways and curbs, installing one light pole, three (3) collapsible bollards, installing 6' (high) ornamental fence, and landscaping including the bushes and grass within these Easements as shown on the Map (collectively, the "Improvements"). The proposed utility lines will be installed perpendicular to the MDC's existing eight-inch (8") PVC and fifteen-inch (15") sanitary sewers and its appurtenances situated within these Easements (collectively, these "Sewers") with a minimum of one foot (1') of vertical clearance between these Sewers and such lines, and proposed grades will not impede access to these Sewers. The 8-inch PVC sewer was built in 1994 and the easement was acquired by the MDC through the MDC Project known as "724 Cedar Street, Newington, Contract 94-85" and filed on the Newington land records in Volume 986, at Page 71. The 15-inch PVC sewer was built in 1980 and the easement was acquired through the MDC Project known as "Northwest Trunk Sewer Extension, Contract 80-29" and filed on the Newington land records in Volume 394, at Page 243.

MDC staff has concluded that the Improvements are minor and that there will be no detriment to these Sewers as a result.

APR has agreed to the following conditions in order to satisfy the District's concerns for protection of these Sewers and to maintain accessibility along the length of these Easements:

1. Care must be taken during the performance of work for the Improvements or any maintenance, repair or replacement of the same not to disturb these Sewers. All heavy construction equipment must be located outside of the limits of these Easements and their respective right-of-way's ("ROWS") when not in

use. Any earth moving equipment that will be utilized on these ROWs over and adjacent to these Sewers shall be reviewed and approved by District staff prior to mobilization to the site. Any damage to these Sewers caused by any construction, maintenance, repair, replacement or associated activities by or on behalf of Owner for or in connection with the Improvements within these ROWs shall be the responsibility of the Owner.

2. No additional permanent improvements, other than the proposed Improvements, shall be located within these ROWs.
3. The District reserves the right to remove Improvements within these ROWs at any time if so required for maintenance, repair or replacement of these Sewers or any part thereof. Owner shall bear any additional maintenance, repair or replacement costs necessitated by the presence of Improvements within these ROWs, including any such costs incurred by the District.
4. In the event of a sewer emergency caused by the proposed excavation described above, the Owner shall provide, install, operate and remove, at the Owner's expense, an appropriately sized bypass pump and appurtenances.
5. An MDC inspector must be on the job site whenever work is being performed within these ROWs, and Owner shall be responsible for the cost and expense of such inspector. Any construction of the Improvements as well as any subsequent construction, maintenance, repair or replacement of the Improvements shall conform to District standards and forty-eight (48) hours advance notice must be given to the District prior to commencing any such activities within these ROWs.
6. The Owner shall perform a CCTV inspection, witnessed by an MDC inspector, of these Sewers in the areas of the construction upon completion of backfilling and restoration of the excavated areas. The videos will be delivered to the District for the purposes of assessing the post-activity condition of these Sewers.
7. The Owner shall at all times indemnify, defend and save harmless the District, any municipality included therein, the State of Connecticut and shall maintain the District's standard form of requisite insurance as stipulated in the MDC's most current Guidance Manual for Developers' Permit Agreements, which insurance shall remain in force and effect during the performance of any work with in these ROWs.
8. The Owner shall be responsible for obtaining any and all federal, state, or local approvals necessary for installing the Improvements, including but not limited to the removal and construction of the same.

Staff has reviewed this request and considers it feasible.

A formal encroachment agreement shall be executed between APR and MDC, consistent with current practice involving similar requests, and filed on the Town of Newington land records.

It is **RECOMMENDED** that it be

VOTED: That the Bureau of Public Works recommends to the District Board passage of the following resolution:

RESOLVED: That the Chairman or Vice Chairman of the District Board be authorized to execute an agreement, subject to approval of form and content by District Counsel, granting permission to APR Newington, LLC to encroach upon both MDC existing twenty-foot-wide (20') sanitary sewer easements situated on the Property in order to: (i) perform the work for the Improvements in connection with the planned redevelopment of the Property as shown on plans submitted by Fuss & O'Neill Inc., "APR Newington LLC MDC Encroachment Permit Plan Garden Apartments 690 Cedar Street, Newington, Connecticut", (Plan Sheet) MDC-01 and (ii) maintain, repair and replace such Improvements, provided that (a) the District shall not be held liable for any cost or damage of any kind and be indemnified from any claims from the present and in the following years as a result of any encroachment authorized hereby, (b) APR Newington, LLC shall obtain all required approvals and reimburse MDC for any attorney fees and other costs incurred by MDC in enforcing the encroachment agreement, and (c) such agreement shall not be effective until fully executed by the District and APR Newington, LLC, and recorded on the Newington land records. In the event that such full execution and recording does not occur within three (3) months of the date this resolution is passed by the District Board, then such resolution shall be null and void, and of no further force and effect.

Respectfully submitted,



John S. Mirtle
District Clerk

December 13, 2024

Mr. Michael Curley, Manager of Technical Services
The Metropolitan District
Engineering & Planning
555 Main Street
P.O. Box 800
Hartford, CT 06142-0800

RE: The Spark
1 Myra Cohen Way, Newington, CT
Fuss & O'Neill Reference No. 20040587.D20

Dear Mr. Curley:

On the behalf of the APR Newington LLC, I would like to request an encroachment permit for work associated with the construction of "The Spark" multi-family residential development. The proposed project is located on approximately 3.7 acres of land north of Route 175 and south of Myra Cohen Way. The address of the property is 1 Myra Cohen Way. A portion of the project that will require an encroachment permit from The MDC is located along the southern portion of the property as well as the eastern portion of the property.

The Spark development project will be constructed in a single phase. Construction is anticipated to begin in January of 2025. Construction activities within the MDC easement will include:

- Clearing and grubbing
- Earth moving (excavation and fill)
- Installation of water service, gas service, electrical conduits, and stormwater system infrastructure
- Installation of bituminous concrete driveways (12.5-inch pavement section), concrete walkways, and concrete curbs
- Installation of light poles
- Installation of collapsible bollards
- Installation of landscape features and plants
- Installation of 3-foot modular block retaining wall

Please consider this a formal request for a permanent encroachment permit to develop the AVC improvements within the MDC easement.

If you have any questions, please don't hesitate to call me at (860) 783-4767.

Sincerely,

Ronald E. Bomengen, PE, LEED AP
Vice President/Department Manager

SEC. S2f DETERMINATION FOR AVAILABILITY AND CAPACITY EXCLUSION

~~In determining whether any waste discharged or proposed to be discharged into any public sewer or drain is to be excluded under Section S2c, and Sections S2l through S2n, inclusive, or any subdivisions of any of them, of this ordinance, consideration shall be given to the quantity, time or times, rate and manner of discharge, dilution and character of the waste in question, the size of the sewer or drain into which it is or is to be discharged, the probable quantity of other sewage in said sewer or drain at the time of discharge, the quantities of other objectionable wastes likely in said sewer or drain, and other pertinent facts. Minute quantities of a waste which would be objectionable in larger quantity may be permitted if sufficiently diluted when and as discharged, or if the quantity discharged is very small in comparison to the receiving sewer or drain and the flow therein at the time of discharge, upon specific permission from the Manager of the Bureau of Public Works; but any permission to discharge minute quantities of an otherwise excluded waste shall be revocable at any time by said Manager or his successor.~~

The Bureau of Public Works shall establish and publish Availability & Capacity Guidelines (“A&C Guidelines”) for determination of the availability and capacity of the District’s sewers and drains to accept proposed discharges in accordance with District Ordinances and any municipal, state & federal regulatory requirements.

(a) For purpose of this ordinance:

- (1) a property is determined to be an “existing connection”, if the property is currently directly connected, or at any time in the past had a house connection or house drain, to a District combined sewer, sanitary sewer or storm drain. Subsoil drainage/ groundwater drainage will not be considered as existing discharges.
- (2) a property is determined to be a “new connection”, if the property has never been directly connected to the District’s sewer system and therefore has never directly discharged to a District combined sewer, sanitary sewer or storm drain. All new connections shall be in accordance with Section S3r requiring separate sanitary and storm connections.

(b) Existing Connections

- (1) When a redeveloped property with an existing connection(s) is served by a combine sewer or a storm drain that is tributary to a combined sewer and the redevelopment is not subject to municipal and State of Connecticut requirements based on applicable exemption clauses within the relevant code or regulation, the discharge shall be permitted.
- (2) When a redeveloped property with an existing connection(s) is served by a combined sewer or a storm drain that is tributary to a combined sewer, the applicant will be required to demonstrate that post-development total stormwater runoff volumes and peak discharge rates are controlled to at least pre-development discharge rates and corresponding total runoff volumes for all storms required by municipal and State of Connecticut requirements. If the

applicant is able to demonstrate control of post-development volume and discharge rates to pre-development volume and discharge rates, the discharge shall be permitted.

- (3) When the requirements of subsection (b)(2) above are satisfied, the applicant may evaluate the option to reduce the size of onsite detention systems required by municipal or State of Connecticut minimum requirements thus reducing costs of the detention system. The cost reduction of the detention system will be paid to the District for improvements to the District storm drainage system through a cost sharing agreement.
- (4) When a redeveloped property with an existing connection(s) is served by a combined sewer or a storm drain that is tributary to a combined sewer, and the applicant is unable to control post-development stormwater volume and discharge rates to pre-development volume and discharge rates, the applicant shall be required to install a new storm drain that discharges to an existing storm drain or water course through a Developer's Permit Agreement and/or cost sharing agreement.
- (5) When a redeveloped property with an existing connection(s) is served by a storm drain that ultimately discharges to a water course, the applicant will be required to demonstrate that post-development total stormwater runoff volumes and peak discharge rates are controlled to at least pre-development discharge rates and corresponding total runoff volumes for all storms required by municipal and State of Connecticut requirements. The post-development peak discharges will be evaluated against existing conditions of the existing storm drain during a 10-yr event. If the applicant is able to control post-development volume and discharge rates to pre-development volume and discharge rates and the existing drain has adequate capacity to accept the post-development discharges, the discharge shall be permitted.
- (6) When the requirements of subsection (b)(5) above are satisfied, the applicant may evaluate the option to reduce the size of onsite detention systems required by municipal or State of Connecticut minimum requirements thus reducing costs of the detention system. The cost reduction of the detention system will be paid to the District for improvements to the District storm drainage system through a cost sharing agreement.
- (7) When a redeveloped property with an existing connection(s) is served by a storm drain that ultimately discharges to a water course, and the applicant is unable to control post-development stormwater volume and discharge rates to pre-development volume and discharge rates, the applicant will be required to increase the capacity of the storm drain through a Developer's Permit Agreement and/or cost sharing agreement.
- (8) For an existing sanitary sewer house connection to a sanitary sewer, Sewer Ordinance S21 "Use of Sanitary Sewers" and the District's Availability &

Capacity determination shall govern.

(c) New Connections

- (1) No new house drain connection shall be authorized to discharge to a combined sewer. A property prohibited from connecting a new house drain to a combined sewer, and which does not have access to connect to an existing storm drain, may only connect said new house drain to the District's system by installing a storm drain through a Developer's Permit Agreement.
- (2) When new house drain connections are proposed to be served by an existing storm drain that ultimately discharges to a water course, the applicant will be required to demonstrate that post-development total stormwater runoff volumes and peak discharge rates are controlled to at least pre-development discharge rates and corresponding total runoff volumes for all storms required by municipal and State of Connecticut requirements. The post-development peak discharges will be evaluated against existing conditions of the existing storm drain during a 10-yr event. If the existing drain has adequate capacity to accept the new house drain connection discharges, the discharge shall be permitted.
- (3) When new house drain connections are proposed to be served by a storm drain that ultimately discharges to a water course, the applicant will be required to demonstrate that post-development total stormwater runoff volumes and peak discharge rates are controlled to at least pre-development discharge rates and corresponding total runoff volumes for all storms required by municipal and State of Connecticut requirements. The post-development peak discharges will be evaluated against existing conditions of the existing storm drain during a 10-yr event. If the existing drain does not have adequate capacity to accept the new storm house connection discharges, the applicant will be required to increase the capacity of the storm drain through a Developer's Permit Agreement and/or cost sharing agreement.
- (4) When new house drain connections are proposed to be served by a storm drain that discharges to a combined sewer, the applicant will be required to demonstrate that post-development total runoff volumes and peak discharge rates are controlled to at least pre-development discharge rates and corresponding total runoff volumes for all storms required by municipal and State of Connecticut requirements. All new house drain connections will be required to discharge to a storm drain. The applicant will be required to install a new storm drain to an existing storm drain or water course through a Developer's Permit Agreement and/or cost sharing agreement.
- (5) For a new sanitary sewer house connection to a sanitary sewer, Sewer Ordinance S21 "Use of Sanitary Sewers and the District's Availability & Capacity determination shall govern.

- (6) For a new sanitary sewer house connection to a combined sewer, Sewer Ordinance S2q "Use of Combined Sewers" and the District's Availability & Capacity determination shall govern.

SEC. S2e WASTES EXCLUDED FROM ALL SEWERS

- (a) No person or property owner shall discharge or permit to be discharged, directly or indirectly, from any premises under his control into any public sewer of any kind or type, any of the following:
- (1) Any substance or object likely to damage, injure, destroy or cause an obstruction in any sewer, or appurtenance thereof, into which it may be discharged;
 - (2) Any substance which may attack, damage or alter by either abrasion or chemical action the materials of which the sewer and its appurtenances are composed or built;
 - (3) Sticks, stones of material size, coarse rubbish, rags, unground or unshredded garbage or refuse, portions of any animal carcass more than one inch in longest dimension;
 - (4) Any debris or substance which by depositing any considerable quantity of sediment, by coagulation, by congealing or by attaching itself to the lining of the sewer or to other substances being transported within the sewer is likely to cause an obstruction in any sewer or appurtenance;
 - (5) Any gasoline, kerosene, alcohol, oil, tar, flammable or explosive gas or vapor or any substance which may generate or form any flammable, explosive or combustible substance, fluid, gas, vapor or mixture when combined with air, water or other substances commonly found in sewers; (See Section S2g).
 - (6) Steam, water vapor or other substance at a temperature above 150F, or substance which, upon coming into contact with water or sewage, will generate steam or vapor within such sewer; (See Section S2g).
 - (7) Any waste or waste water which is strongly acid, and which, when tested in the usual technical manner, has a "pH" less than 5.5 or which is strongly alkaline and has a "pH" more than 10.0; ("pH" means the logarithm of the reciprocal of the weight of the hydrogen ions in grams per liter of solution).
 - (8) Objectionable poisons, cyanides, or any substance likely to generate poisonous fumes that may interfere with, constitute a hazard to, or be dangerous to human beings or domestic animals;

(9) Any waste water or sewage containing animal guts or tissues, entrails, offal, blood, feathers, hair, hides, scraps, unshredded fruits or vegetables, straw or cinders;

(10) Any water containing disinfectants, formaldehyde, toxic or poisonous substances in quantities sufficient to delay or interfere with sewage treatment and sludge digestion processes including the sedimentation, biological and chemical processes used by the District at its sewage treatment plants;

(11) Any considerable quantity of waste from an industrial or commercial process or processes containing more parts per million than the limit indicated below, for any of the following:

Arsenic	0.1 ppm
Cadmium	0.2 ppm
Chromium (total)	2.0 ppm
Chromium (hexavalent)	0.2 ppm
Copper	2.0 ppm
Cyanide	2.0 ppm
Lead	0.5 ppm
Mercury	Prohibited
Nickel	2.0 ppm
Oil and Grease	100 ppm
Silver	0.5 ppm
Tin	4.0 ppm
Total Nitrogen*	16 lbs/day
Zinc	2.0 ppm
Hydrogen sulfide, sulfur dioxide, nitrous oxide or any halogen gas	10 ppm
Suspended solids other than above (i.e., solids that float on the surface of or are in suspension in sewage which are removable by laboratory filtering)	600 ppm

*Total Nitrogen shall be measured by analyzing the wastewater for Total Kjeldahl Nitrogen (TKN) plus Nitrate-nitrite. The total mass loading (flow multiplied by concentration) shall not exceed 16lbs per day.

(12) Any waste waters or sewage likely to cause damage, injury or loss to other persons or to the property of other persons who are lawfully entitled to use the sewer or sewers through which said wastes are discharged, or to any person or equipment engaged in sewage treatment and disposal for the District. This prohibition shall be understood as applying to the kind or character of wastes discharged into any sewer and as limiting the quantity of wastes or waters which may be discharged from any one parcel or plot of property and the rate or rates at

which wastes are discharged to approximately the quantity of sewage or water which the sewer was intended to receive from that particular parcel or plot or from a typical parcel of that size or area.

(13) Unusual biochemical oxygen demand (B.O.D.), chemical oxygen demand (C.O.D.), or chlorine demand in such quantities as to constitute a significant load and/or harmful effect on the MDC sewerage system including the sewage treatment plants.

(14) Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits in applicable State or Federal regulations.

(15) Any discharge of any pollutant that may cause pass through or interference, as defined in 40 CFR Part 403.

(b) In determining whether any waste discharged or proposed to be discharged into any public sewer or drain is to be excluded under this Section, Section S2f and Sections S2l through S2v, inclusive, or any subdivisions of any of them, of this ordinance, consideration shall be given to the quantity, time or times, rate and manner of discharge, dilution and character of the waste in question, the size of the sewer or drain into which it is or is to be discharged, the probable quantity of other sewage in said sewer or drain at the time of discharge, impacts upstream and down from combined sewer overflow regulators, the quantities of other objectionable wastes likely in said sewer or drain, and other pertinent facts. Minute quantities of a waste which would be objectionable in larger quantity may be permitted if sufficiently diluted when and as discharged, or if the quantity discharged is very small in comparison to the receiving sewer or drain and the flow therein at the time of discharge, upon specific permission from the Manager of the Bureau of Public Works; but any permission to discharge minute quantities of an otherwise excluded waste shall be revocable at any time by said Manager or his successor

SEC. S2q USE OF COMBINED SEWERS

A combined sewer, except as provided in Section S2p or as otherwise specifically provided in any particular case, may be used to receive and convey any sewage or waste waters which under the preceding sections of this ordinance may be lawfully discharged into either a sanitary sewer or a storm drain. No waste water or substance which is or has been excluded from both sanitary sewers and storm drains by the preceding sections of this ordinance shall be discharged, directly or indirectly, into any combined sewer. (See also Section S2p). The District prohibits the construction of new combined sewers. ~~The District prohibits the introduction of new inflow sources to the existing combined sewer system.~~ Modified stormwater discharge to a combined sewer as a result of development or redevelopment of a property shall be subject to the District's determination for availability and capacity under Section S2f.

**BUREAU OF PUBLIC WORKS
APPROVAL OF AVAILABILITY & CAPACITY ANALYSIS GUIDELINES**

To: Bureau of Public Works on April 28, 2025

The Metropolitan District (“District” or “MDC”) requires that an Availability & Capacity (“AC”) analysis of the District’s system be completed prior to permitting any connection proposed (re)developments of residential dwellings of four or more units and commercial/industrial buildings to the District infrastructure through MDC’s Utility Services Department. The purpose of the Availability & Capacity (“AC”) analysis is to first determine the availability of District infrastructure and second, to determine whether or not available capacity within the District sanitary, combined, or storm sewer collection and treatment system exists to meet the proposed needs of such (re)developments. The District will provide a letter stating whether there is, or is not, adequate sewer service available for proposed (re)development sites.

It is RECOMMENDED that it be

VOTED: That the Bureau of Public Works recommends to the District Board passage of the following resolution:

RESOLVED: The District Board hereby approves the attached Availability & Capacity Analysis Guidelines;

Respectfully submitted,


John S. Mirtle, Esq.
District Clerk



Availability and Capacity Analysis Guidelines

SANITARY SEWER

The Metropolitan District

PURPOSE

The Metropolitan District (“District” or “MDC”) requires that an Availability and Capacity (AC) Analysis be completed prior to connecting or modifying a sewer connection through MDC’s Utility Service Department. An owner and/or developer may be required by their lender or another entity to obtain a letter from The Metropolitan District stating whether there is, or is not, wastewater collection available (adjacent) to the proposed development/redevelopment/change-in-use at the site and if such services are of sufficient capacity for the planned development. The intent of the availability and capacity analysis process is to research the capability of the existing District wastewater collection and treatment system (including any pumping stations and downstream Water Pollution Control Facility) to meet the discharge rates and volumes for the proposed residential dwellings of four or more units or commercial/industrial buildings. Residential properties of 1-3 units are exempt from the AC process.

The District categorizes properties as having “new” or “existing” connections based on the following criteria:

- A connection is considered “new” if the property has never been connected and therefore never directly discharged stormwater to a District combined sewer or storm drain.
- A connection is considered “existing” if the property is currently discharging or has discharged stormwater through a connection from the property to a District combined sewer or storm drain. The applicant will be required to demonstrate the volume and rate of each source of surface water drainage to the connection. Subsoil drainage/ groundwater drainage will not be considered as existing discharges.

For an existing sanitary sewer house connection to a sanitary sewer, Sewer Ordinance S2l “Use of Sanitary Sewers” and the District’s Availability & Capacity determination shall govern.

For a new sanitary sewer house connection to a sanitary sewer, Sewer Ordinance S2l “Use of Sanitary Sewers and the District’s Availability & Capacity determination shall govern.

For a new sanitary sewer house connection to a combined sewer, Sewer Ordinance S2q “Use of Combined Sewers” and the District’s Availability & Capacity determination shall govern.

AVAILABILITY AND CAPACITY (AC) PROCESS SUMMARY

1. A formal written request (*hard copy*) for an availability and capacity analysis is made to the MDC Technical Services Department, 555 Main Street, Hartford, Connecticut 06103. or techservices@themdc.com. This request must include:
 - Location of the proposed development, including a street address and a location map.
 - Payment of the current Administrative Review Fee (See published rate at www.themdc.org) per utility by check made payable to The Metropolitan District or through available online payment system. *Please do not submit checks separately from the hard copy request and without reference to the invoice or project/development name.*

Sanitary Sewer Availability and Capacity Analysis

- Detailed technical information as described below in the “Required Detailed Information” section.
- 2. District staff will review the submitted information to determine if the District’s current infrastructure can accommodate the planned wastewater flow rates. District staff may request additional information as applicable to the particular development and design.
- 3. The District will provide a written response if there is, or is not, sufficient availability and capacity for the planned development to convey and treat wastewater from the referenced project, as detailed by the owner and/or developer.
- 4. Our analysis does not focus on the technical adequacy of the design; such a review is conducted during the Developer’s Permit-Agreement process or connection permitting process by MDC Utility Services Department, as applicable.
 - a. Due to the age of the MDC infrastructure in some areas, additional investigation of the condition of the sanitary or combined sewer mains may be required prior to finalizing the AC. The location or condition of the sewer main may necessitate installation to an alternate nearby MDC main. This additional investigation may include CCTV for sewers and structural analysis of manhole and sewers;.
- 5. Following the review of the required information, MDC will provide to the owner/requester with an AC letter (via email and regular mail) of MDC’s determination on availability and capacity of the District system(s), with copies to the other appropriate municipal departments (i.e. Planning and Zoning, Development Services, etc.).
- 6. There is a separate AC process and separate review fee for drinking water and stormwater AC (see Availability & Capacity Analysis Guidelines - Stormwater) Once all AC approvals (Water, Sewer and storm) are obtained, the Owner/Developer may then proceed to the MDC Utility Services Department to apply for each applicable utility connection permit.

REQUIRED DETAILED INFORMATION

Sanitary Sewer Service

The below requirements shall be adhered to by the Engineer when submitting the AC review request:

- 1. Drawings – provide 24 x 36-inch sheets of:
 - a. Existing survey (including lot lines/owner names/addresses)
 - b. Utility Plan (no contours)
 - c. Grading Plan (with contours)
- 2. Estimated water usage and wastewater flow rates calculated per *DPH design flow guidelines*, with average volume per day (gpd) and peak flow (gpm). **Flow shall not be calculated using fixture counts (CT Plumbing Code maximums).**
- 3. The type of dwelling units planned for the development (single-family, townhome, multi-unit, etc.), or type of commercial or industrial facility (office, retail, restaurant, hotel, manufacturing, etc.), including lot size and proposed lawn coverage, if irrigation is planned.

Sanitary Sewer Availability and Capacity Analysis

4. For residential developments, the number of one-bedroom, two-bedroom, three-bedroom, etc. units planned for the development so that the volume of use per day (gpd) may be calculated per State of Connecticut Department of Public Health (DPH) guidelines. The Engineer is required to provide calculations for MDC review.
5. For commercial and industrial facilities, the size (square feet per use) and type of the proposed commercial or industrial facilities; specifically, the number of restrooms planned (office and retail), the number of seats (restaurant), the number of rooms (hotel), the number of beds (medical facility), the number of employees, etc.
6. Other water uses and sources of wastewater within the planned development, such as community buildings (kitchen facilities, rest rooms and/or locker rooms, etc.), swimming pool; HVAC equipment cleaning/blow down or fill cycles; intermittent but high instantaneous high flow processes (tank fill, tank draining, or other); or other facilities.
7. Condensation, roof drains/leaders, footing and/or underdrains (subsoil drainage/groundwater) and stormwaters shall not flow to a Separated sanitary sewer main.
 - a. If development is required to discharge flue condensate or any groundwater to the sanitary sewer, the developer shall have the discharge reviewed and approved by CT DEEP. The District will review the discharge and metering of flows with applicable fees/rates for this discharge.
8. MDC Sewer Ordinance S2I – Use of Sanitary Sewers. New connections, or increases in dry weather flow discharge resulting from development or redevelopment of a property, to a separated sanitary sewer shall be subject to the findings within an availability and capacity analysis performed by the District. If the District’s separated sewer system’s capacity in the vicinity of the connection is limited due to existing illegal wet weather inflow(s) of the type described elsewhere in the District’s Sewer Ordinance, the District shall either: (a) exclude such discharge or connection to the District’s sewer; or (b) require removal of an equivalent volume per day of inflow from the subject sewershed at the cost of the property owner or developer seeking connection or discharge to the District’s sewers.
 - a. MDC Technical Services will determine if this Ordinance applies to the specific development. When the Ordinance does apply, the District will provide the Developer the requirements and process to ensure the equivalent volume per day is removed from the system prior to the connection being made.



Availability & Capacity Analysis Guidelines **STORMWATER**

The Metropolitan District **(Hartford or West Hartford ONLY)**

PURPOSE

The Metropolitan District (“District” or “MDC”) requires that an Availability & Capacity (“AC”) analysis of the District’s system be completed prior to permitting any connection to the District infrastructure through MDC’s Utility Services Department. The purpose of the Availability & Capacity (“AC”) analysis is to determine first the availability of District storm infrastructure and second, determine whether or not available capacity of the District storm or combined sewer collection and treatment system exists to meet the proposed needs of planned (re)developments of residential dwellings, of four or more units, and commercial/industrial buildings. The District will provide a letter stating whether there is, or is not, adequate storm service available for proposed (re)development sites. An owner and/or developer may request an Availability (only) letter prior to the full capacity analysis if written confirmation is required by their lender, or other entity to obtain a letter from the District stating what public storm infrastructure is available to serve the site.

BACKGROUND

The District owns and maintains some dedicated storm and all combined sewers located within Hartford and a small portion of West Hartford. While the District accepts storm water into those sewers, it is not wholly responsible for administering storm water management programs and regulations (e.g. Municipal Separate Storm Sewer System, abbreviated as “MS4”, compliance) or flood control; that responsibility falls to the municipalities.

The capacity of the District’s combined sewer system varies during wet weather events. As such, there is no capacity within the District’s combined sewer system to convey new storm inflows, as it is under a Connecticut Department of Energy and Environmental Protection Consent Order (CT DEEP CO) to eliminate and reduce Combined Sewer Overflows (CSO) and private property surcharging. It should be noted that the District is not obligated to increase the capacity of its pipe networks to accommodate increases in storm water flows that may arise from development activities.

DETERMINATION OF CONNECTION TYPE AND EVALUATION SCENARIOS

The District categorizes properties as having “new” or “existing” connections based on the following criteria:

- A connection is considered “new” if the property has never been connected and therefore never directly discharged stormwater to a District combined sewer or storm drain.
- A connection is considered “existing” if the property is currently discharging or has discharged stormwater through a connection from the property to a District combined sewer or storm drain. The applicant will be required to demonstrate the volume and rate

Revised April 24, 2025

Availability and Capacity Analysis – STORMWATER (continued)

of each source of surface water drainage to the connection. Subsoil drainage/ groundwater drainage will not be considered as existing discharges.

Based on the categories of connections, the applicant will be evaluated to the scenario applicable to the proposed discharge.

Existing Connections

- (1) When a redeveloped property with an existing connection(s) is served by a combine sewer or a storm drain that is tributary to a combined sewer and the redevelopment is not subject to municipal and State of Connecticut requirements based on applicable exemption clauses within the relevant code or regulation, the discharge shall be permitted.
- (2) When a redeveloped property with an existing connection(s) is served by a combined sewer or a storm drain that is tributary to a combined sewer, the applicant will be required to demonstrate that post-development total stormwater runoff volumes and peak discharge rates are controlled to at least pre-development discharge rates and corresponding total runoff volumes for all storms required by municipal and State of Connecticut requirements. If the applicant is able to demonstrate control of post-development volume and discharge rates to pre-development volume and discharge rates, the discharge shall be permitted.
- (3) When the requirements of subsection (2) above are satisfied, the applicant may evaluate the option to reduce the size of onsite detention systems required by municipal or State of Connecticut minimum requirements thus reducing costs of the detention system. The cost reduction of the detention system will be paid to the District for improvements to the District storm drainage system through a cost sharing agreement.
- (4) When a redeveloped property with an existing connection(s) is served by a combined sewer or a storm drain that is tributary to a combined sewer, and the applicant is unable to control post-development stormwater volume and discharge rates to pre-development volume and discharge rates, the applicant shall be required to install a new storm drain that discharges to an existing storm drain or water course through a Developer's Permit Agreement and/or cost sharing agreement.
- (5) When a redeveloped property with an existing connection(s) is served by a storm drain that ultimately discharges to a water course, the applicant will be required to demonstrate that post-development total stormwater runoff volumes and peak discharge rates are controlled to at least pre-development discharge rates and corresponding total runoff volumes for all storms required by municipal and State of Connecticut requirements. The post-development peak discharges will be evaluated against existing conditions of the existing storm drain during a 10-yr event. If the applicant is able to control post-development volume and discharge rates to pre-development volume and discharge rates and the existing drain has adequate capacity to accept the post-development discharges, the discharge shall be permitted.

Availability and Capacity Analysis – STORMWATER (continued)

- (6) When the requirements of subsection (5) above are satisfied, the applicant may evaluate the option to reduce the size of onsite detention systems required by municipal or State of Connecticut minimum requirements thus reducing costs of the detention system. The cost reduction of the detention system will be paid to the District for improvements to the District storm drainage system through a cost sharing agreement.
- (7) When a redeveloped property with an existing connection(s) is served by a storm drain that ultimately discharges to a water course, and the applicant is unable to control post-development stormwater volume and discharge rates to pre-development volume and discharge rates, the applicant will be required to increase the capacity of the storm drain through a Developer's Permit Agreement and/or cost sharing agreement.

New Connections

- (1) No new house drain connection shall be authorized to discharge to a combined sewer. A property prohibited from connecting a new house drain to a combined sewer, and which does not have access to connect to an existing storm drain, may only connect said new house drain to the District's system by installing a storm drain through a Developer's Permit Agreement.
- (2) When new house drain connections are proposed to be served by an existing storm drain that ultimately discharges to a water course, the applicant will be required to demonstrate that post-development total stormwater runoff volumes and peak discharge rates are controlled to at least pre-development discharge rates and corresponding total runoff volumes for all storms required by municipal and State of Connecticut requirements. The post-development peak discharges will be evaluated against existing conditions of the existing storm drain during a 10-yr event. If the existing drain has adequate capacity to accept the new house drain connection discharges, the discharge shall be permitted.
- (3) When new house drain connections are proposed to be served by a storm drain that ultimately discharges to a water course, the applicant will be required to demonstrate that post-development total stormwater runoff volumes and peak discharge rates are controlled to at least pre-development discharge rates and corresponding total runoff volumes for all storms required by municipal and State of Connecticut requirements. The post-development peak discharges will be evaluated against existing conditions of the existing storm drain during a 10-yr event. If the existing drain does not have adequate capacity to accept the new storm house connection discharges, the applicant will be required to increase the capacity of the storm drain through a Developer's Permit Agreement and/or cost sharing agreement.
- (4) When new house drain connections are proposed to be served by a storm drain that discharges to a combined sewer, the applicant will be required to demonstrate

Availability and Capacity Analysis – STORMWATER (continued)

that post-development total runoff volumes and peak discharge rates are controlled to at least pre-development discharge rates and corresponding total runoff volumes for all storms required by municipal and State of Connecticut requirements. All new house drain connections will be required to discharge to a storm drain. The applicant will be required to install a new storm drain to an existing storm drain or water course through a Developer's Permit Agreement and/or cost sharing agreement.

AVAILABILITY & CAPACITY (AC) PROCESS

1. A formal request for an availability and capacity analysis is made to the MDC Technical Services Department, 555 Main Street, Hartford, Connecticut 06103 or techservices@themdc.com. This request must include:
 - a. The location of the proposed development, including a street address and a location map.
 - b. Payment of the current Administrative Review Fee (See published rate at www.themdc.org) by check payable to The Metropolitan District or through available online payment system. Please do not submit checks separately from the hard copy request and without reference to the invoice or project/development name.
2. The Applicant must submit written confirmation from the City of Harford or the Town of West Hartford, through the appropriate City/Town Department that oversees stormwater management and flood compliance, of demonstrated compliance with the applicable stormwater requirements/calculations as defined in the Applicable Regulations and General Requirements section herein. If applicable, also provide documentation from the Greater Hartford Flood Commission and/or Connecticut Department of Transportation ("DOT" or "CTDOT").
3. Submit hardcopies and electronic copies of the storm water calculations (or report) prepared in accordance with the latest City/Town stormwater regulations and these MDC Stormwater Guidelines, including:
 - a. Pre-and post-development peak runoff calculations indicating no increase in peak discharge rates and total runoff volume generated from NOAA Atlas 14, Volume 10, Type III Distribution, nested 24-hour storms with average recurrence intervals of 1-, 2-, 10-, 25-, and 100- years, in accordance with COH Stormwater and LID Standards. Include hydrographs for each entry point to the MDC system, peak discharge rates, and timing of the peaks.
 - b. An overall site plan including proposed drainage system, detention or retention structures, and treatment system layout drawing (24" x 36") with contours.
 - c. Percentages of pervious and impervious site cover (pre and post development).
 - d. Percentage of site drainage area that is captured on the site and directly connected to the MDC system (pre and post development)
 - e. The maximum elevation and mean elevation of the subject parcel.
 - f. Estimates of discharge rates from other inflow sources emanating from the site,

Availability and Capacity Analysis – STORMWATER (continued)

such as foundation drains. Add these to the storm water discharge rates.

- g. The post-storm drainage time to empty any detention or retention systems connected to the MDC system. Detention systems should drain within 24 hours. Such drainage volumes shall be included in the above-described analysis.
4. The applicant in conjunction with MDC shall evaluate the connection type and applicable scenario defined in the “Determination of Connection Type and Evaluation Scenarios) that applies to the (re)development to ensure that the design of the stormwater connection and onsite improvements are performed to the appropriate scenario.
5. Following the review of the required submitted information, MDC will provide to the owner/requester with an AC storm letter (via email and regular mail) indicating the MDC’s determination on availability and capacity of the District system(s), with copies to the other appropriate MDC and municipal departments (i.e. Planning and Zoning, Development Services, etc.). The letter will also include required instructions for the applicant to obtain a storm house connection permit.
6. There is a separate AC process and separate review fees for water and sanitary sewer. Once all AC approvals (water, sanitary and storm) are obtained, the Owner/Developer may then proceed to the MDC Utility Services Department to apply for each applicable utility permit.

APPLICABLE REGULATIONS AND GENERAL REQUIREMENTS

The below State of Connecticut and Local regulations and requirements shall be adhered to by the Engineer when submitting the AC review request.

1. State of Connecticut Department of Energy and Environmental Protection-(DEEP)

CT DEEP’s National Pollutant Discharge Elimination System (NPDES) General Permit issued to MDC, Permit ID#CT0100251

Section 9, Item 12(b), no new sources of “inflow” shall be allowed into the MDC combined sewer system. Inflow is defined as water other than wastewater that enters a sewer system (including sewer service connections) from sources such as, but not limited to, roof leaders, cellar drains, yard drains, area drains, drains from springs and swampy areas, cross connections between storm sewers and sanitary sewers, catch basins, cooling towers storm waters, surface runoff, street wash waters, or drainage.

Requirements to be Met:

- New Storm Connections will be considered a new source of inflow and shall not be permitted to enter the District’s combined sewer system unless approved by CT DEEP.

CT DEEP Connecticut Stormwater Quality Manual, Effective Date: March 30, 2024

Requirements to be Met:

Availability and Capacity Analysis – STORMWATER (continued)

- In conjunction with the requirements of the City of Hartford or in the absence of the City of Hartford’s Planning and Zoning review when a formal waiver of the requirements is provided by the City of Hartford, the AC application to the MDC must demonstrate compliance with the minimum requirements of the Connecticut Storm Water Quality Manual. See Table 4-1 (pg. 36), Standard 1, for Runoff Volume and Pollutant Reduction (aka “Water Quality”) performance criteria. See Table 4-1 (pg. 36), Standard 2, for Stormwater Runoff Quantity Control (aka “Water Quantity”) performance criteria.
- The Connecticut Stormwater Quality Manual (CSQM) criteria requires post-development discharge rates (and total runoff volumes) to be controlled to 50% of a pre-development peak flow rate for the 2-yr storm.
- Pre-development conditions must reflect only the discharges that are captured on the site and are directly connected (piped) to the District drain or sewer. This is evaluated in accordance with COH Stormwater and LID Standards.

Connecticut General Permit for the Discharge of Stormwater and Dewatering Wastewaters from Construction Activities, Effective Date: December 31, 2020

Requirements to be Met:

- All requirements related to stormwater management must also be adhered to.

CT DEEP National Pollutant Discharge Elimination System General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems, Effective Date: October 1, 2023

Requirements to be Met:

The District and the City of Hartford have entered into a Memorandum of Understanding (MOU) regarding each parties’ individual responsibilities as it pertains to the General Permit.

- The applicant shall obtain approval from the City of Hartford on the submittal of their stormwater management plan from each respective party or signatory to ensure that the requirements of the permit are met. A letter of acknowledgement and commitment from each party or signatory will be required to ensure compliance with their approved stormwater management plans prior to the MDC issuing the Availability and Capacity letter.
- Stormwater Management Plan which demonstrates any retention or detention systems installed shall be maintained in accordance with COH Stormwater and LID Standards. The City, as MS4 permittee, is responsible for monitoring the ongoing maintenance of storm water control and treatment facilities and enforcing compliance with their storm water regulations. The MDC reserves the right to request maintenance records for its review and may act, including termination of service, against a property owner if the MDC determines that existing flooding on or off-site is a result of a lack of maintenance of the drainage system and its appurtenances resulting in a degradation of the performance of the retention or detention system that affects the MDC’s collection system.

2. City of Hartford

City of Hartford Zoning Regulations - Section 6.14, Stormwater & Low Impact Development (“COH Stormwater and LID Standards”)

Requirements to be Met:

- Prior to submitting an AC application to MDC, stormwater calculations and requirements for (re)developments must be approved by the City of Hartford (COH) for conformance to their Zoning Regulations with respect to peak flows and water quality (treatment) on site. Issuance of approval or formal waiver by the City of Hartford does not exempt the Applicant from complying with MDC requirements or State of Connecticut Requirements.

The MDC does not approve the technical adequacy of the site drainage design, proposed stormwater controls, or compliance with the City requirements. The MDC will review specific design elements related to connections to the District-owned infrastructure during the permitting process by MDC Utility Services Department, as applicable.

2021 International Plumbing Code portion of the 2022 CT State Building Code

Requirements to be Met:

- The applicant must demonstrate full separation of all internal and external plumbing from the building/site in order to permit each connection. Separation of sewer and storm discharges shall be included in the calculations for proposed discharge rates. MDC will not review capacity requests until the applicant can provide approved plumbing drawings approved by the City of Hartford’s License and Inspection department, which would signify that all discharge sources have been properly accounted for.

- Prior to submitting a request for connections, the applicant will need to provide all architectural, mechanical, plumbing and site (drainage/utility) drawings to the District Utility Services Department for review. The plans must confirm to all CT State Building Codes with approval from the City of Hartford Licensing and Inspection group (“COH L&I Standards”). The applicant must demonstrate full separation of all internal and external plumbing from the building/site in order to permit each connection.

3. Town of West Hartford

Town of West Hartford Stormwater Management, Chapter 148 of the Code

Requirements to be Met:

- Applicants must comply with the Town of West Hartford’s requirements for storm water management. There are a limited number of streets in West Hartford that

Availability and Capacity Analysis – STORMWATER (continued)

drain to MDC combined sewers or storm sewers. These include Farmington Avenue and cross-streets east of Whiting Lane. Approval by the Town does not exempt the Applicant from compliance with MDC requirements. The applicant must demonstrate full separation of all internal and external plumbing from the building/site in order to permit each connection.

4. Metropolitan District

Ordinances of the Metropolitan District Relating to Sewers

Applicable sections of the current version of “Ordinances of The Metropolitan District Relating to Sewers”, available from the MDC website (www.themdc.org), including, but not limited to:

- Section S2f: Determination for Availability and Capacity
- Section S2n: Use of Storm Drains
- Section S2o: Prohibited Discharge into Storm Drains
- Section S2p: Use of Auxiliary or Relief Drains
- Section S2q: Use of Combined Sewers
- Section S2r: Use of Overflow Sewers
- Section S3r: Separate Storm and Sanitary House Connections

Requirements to be Met:

When a Developer’s Permit Agreement is required:

- Refer to the latest District Developer’s Permit Agreement Guidance Manual

When a Cost Share Agreement is recommended:

- Provide a detailed and itemized construction cost estimate of any detention systems (excluding water quality units) required to attenuate or control the post-development peak discharge rates and volumes required by the municipal requirements (100-yr storm).
- Provide a detailed and itemized construction cost estimate of any detention systems (excluding water quality units) required to attenuate or control the post-development peak discharge rates and volumes required by the State of Connecticut minimum requirements (10-yr storm)
And/or
- Provide a detailed and itemized construction cost estimate to install public storm sewers

The MDC will meet with developers to discuss available options to meet the municipal and State of Connecticut requirements. Options include a Developer’s Permit Agreement to install public storm sewers or Cost Sharing Agreement in which the Developer will contribute funds to the MDC to install storm sewers or improvements that would eliminate an equivalent amount (minimum) or more of inflow from the District’s combined sewer in development’s drainage area.

Availability and Capacity Analysis – STORMWATER (continued)

For Fully Separated Storm Sewers:

- If the storm sewer is tributary to infrastructure or facilities owned by others, such as the City of Hartford, Greater Hartford Flood Control Commission or the Connecticut Department of Transportation, the Applicant must first seek written permission from that entity from which the net increase in discharge is sought. The MDC will not approve new or existing connection discharges that increase surcharging or street flooding.

The Metropolitan District Approved Materials List

The District provides a list of approved materials by manufacturer and model. Any petition to include additional materials to the list shall be submitted to the District Technical Services Department.

Requirements to be Met:

- All structures, pipe and fittings proposed shall meet the requirements provides in the publication
- Only closed-bottom type detention systems will be permitted to be installed and connected to the MDC sewer system

**BUREAU OF PUBLIC WORKS
SPECIAL MEETING**

555 Main Street, Hartford
March 3, 2025

Present: Commissioners John Avedisian, John Bazzano, Richard Bush, William DiBella, David Drake, John Gale, Joan Gentile, James Healy, Allen Hoffman, Jean Holloway, Pasquale J. Salemi, Alvin Taylor, Calixto Torres, James Woulfe and District Chairman Donald Currey (15)

Remote

Attendance: Commissioners Gary Johnson, Byron Lester and Maureen Magnan (3)

Absent: Commissioners Bhupen Patel and David Steuber (2)

Also

Present: Commissioner Jackie Mandyck
Commissioner Dominic Pane
Commissioner Chris Tierinni
Citizen Member Edwin Vargas
Scott W. Jellison, Chief Executive Officer
Christopher Stone, District Counsel
John S. Mirtle, District Clerk
Christopher Levesque, Chief Operating Officer
Kelly Shane, Chief Administrative Officer
Jamie Harlow, Director of Human Resources (Remote Attendance)
Sue Negrelli, Director of Engineering
Robert Schwarm, Director of Information Systems (Remote Attendance)
Tom Tyler, Director of Facilities
Carrie Blardo, Assistant to the Chief Executive Officer
Julie Price, Executive Assistant
Amanda Litvak, Professional Level Associate (Remote Attendance)
Matthew McAuliffe, IT Consultant (Remote Attendance)
Elizabeth Tavelli, Independent Consumer Advocate

CALL TO ORDER

The meeting was called to order by Chairperson Hoffman at 4:45 PM

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

APPROVAL OF MEETING MINUTES

On motion made by Commissioner DiBella and duly seconded, the meeting minutes of January 13, 2025 were approved.

Commissioner Healey entered the meeting at 4:48 PM.

PIERSON LANE, WINDSOR – FINAL ASSESSMENT

To: Bureau of Public Works for consideration on March 3, 2025

On February 17, 2016, the District Board of The Metropolitan District Commission passed a layout and schedule of assessment for construction of a sanitary sewer in a portion of Pierson Lane, Windsor, CT. Construction of sanitary sewers and appurtenances in all or portions of PIERSON LANE, WINDSOR, have been completed and house connections authorized. In accordance with Bureau of Public Works policy, the assessments will be billed on or about April 1, 2025.

On November 6, 2024, the District Board of The Metropolitan District voted to defer the assessment of 109 Pierson Lane until such time as the property connects to the District's sewer. It is therefore RECOMMENDED that it be

Voted: That the assessments for the construction of sanitary sewers and appurtenances in a portion of PIERSON LANE, Windsor are declared due and payable to the Assessable Sewer Fund; to direct the District Clerk to publish same on a date to be fixed in a conference with the Treasurer; and to direct the District Clerk to file liens to secure any and all assessments or parts thereof which remain unpaid within the time limit set by law.

FINAL DIRECT ASSESSMENTS

<u>Property now or Formerly of</u>	<u>Number</u>	<u>Inlets</u>	<u>Frontage</u>	<u>(Adjusted)</u>	<u>Dwelling Units</u>	<u>Acreage</u>	<u>Assessment</u>
<u>PIERSON LANE – NORTH</u>							
Windsor Business Bays LLC	77	2	150.00		1	.92	\$19,823.40
Lindave Associates	97	1	244.75	(290.00)	0	1.74	\$31,150.80
Vintage Radio & Communications Museum	115	1	190.00		0	1.97	\$27,712.90
<u>PIERSON LANE – SOUTH</u>							
Richard Havunen	88	1	404.00	(250.00)	0	1.51	\$27,112.70

Total Direct Assessments

\$165,018.90

Respectfully submitted,


John S. Mirtle, Esq.
District Clerk

On motion made by Commissioner Torres and duly seconded, the report was received and resolution adopted by unanimous vote of those present.

Commissioner Taylor entered the meeting at 4:55 PM.

Commissioner Woulfe entered the meeting at 5:05 PM.

DRAFT ORDINANCE RE: MEMORANDUM OF UNDERSTANDING WITH CITY OF HARTFORD ON CT DEEP GENERAL PERMIT FOR THE DISCHARGE OF STORMWATER FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4)

Commissioner DiBella made a motion, which was duly seconded, to refer the draft ordinance to the Committee on MDC government.

Commissioner Salemi entered the meeting at 5:15 PM.

Commissioner Gale made a motion to amend the draft ordinance, which was duly seconded, as shown in redline below. The amendment was passed unanimously by those present.

SEC S2w STATE OF CT GENERAL PERMIT FOR DISCHARGE OF STORMWATER FROM SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS

No person or property owner shall, without the express consent of the District, discharge or permit to be discharged, as related to water quality, directly or indirectly, from any premises under his/her control into any District owned or controlled storm sewer or combined sewer any quality discharge of stormwater that is subject to the State of Connecticut Department of Energy & Environmental Protection's ("CT DEEP") General Permit for Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems ("MS4 General Permit"). The MS4 General Permit, issued pursuant to Connecticut General Statutes, Section 22a-430b, authorizes the discharge of stormwater and specific non-stormwater discharges from or associated with the MS4 General Permit. The implementation of the MS4 General Permit is detailed within the terms and conditions of a Memorandum of Decision ("MOU") dated January 14, 2025 by and between the District and the City of Hartford ("COH") , as may be amended. The MOU sets forth the terms, conditions, and specific obligations under which the MDC and COH will comply with and enforce MS4 General Permit, as may be amended. Both the MOU and the MS4 permit are incorporated by reference herein, and are available to the public on the District website. Any express consent by the District to discharge as required above shall be consistent with the terms and conditions of the Memorandum of Decision ("MOU") dated January 14, 2025 by and between the District and the City of Hartford ("COH") , as may be amended.

The motion to refer the draft ordinance, as amended in redline above, to the Committee on MDC Government was passed by unanimous vote of those present.

Chairman Hoffman allowed Independent Consumer Advocate Tavelli to share her comments & questions as she was not present at the beginning of the meeting for the agenda.

INDEPENDENT CONSUMER ADVOCATE COMMENTS & QUESTIONS RELATIVE TO AGENDA ITEMS

ICA Elizabeth Tavelli stated that she did not think that the amendment to change the word to “quality” in agenda item #6’s ordinance makes sense and encouraged the Commissioners to read the sentence in question again. She also asked about the language “without the express consent of the District” and what the process for such consent will involve.

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 5:34 PM

ATTEST:

John S. Mirtle
District Clerk

Date of Approval

**Video of the full March 3, 2025 Bureau of Public Works meeting is available at <https://www.youtube.com/@MetropolitanDistrictCommission> **