

## Special Permit & Site Plan Amendment

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Application: A Missing Link LLC  
Owner: Complete Sheet Metal, LLC  
Address: 496 Four Rod Road, MBL 15-1-90-6-3  
Zone: PI-2 (Planned Industrial-2)  
Use Square Footage: 5600s.f.  
Total Building SF: 11,480 s.f. building  
**Use of portion of new building for warehousing and distribution for artisan wine and spirits**

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### PROPOSAL

Doug Rankin for Missing Link LLC is seeking special permit and site plan amendment approval for a tenant buildout for an artisan wine and spirits warehousing and distribution special permit use in a portion of a new building located at 496 Four Rod Road in the PI-2 Zone

### STAFF COMMENTS

1. The building is under construction in accordance with a 2019 site plan approval; building construction and site work related to that approval remain in effect.
2. The Special Permit would be specific to the application and related approval and therefore any future changes or expansion would be subject to additional zoning reviews.
3. Any proposed signage will require Building Permit applications which will include zoning compliance review.

### EXISTING CONDITIONS

The property was subdivided from the Quantum of Berlin property at 500 Four Rod Road in 2019 for construction of an 11,480 s.f. building and related site improvements for Complete Sheet Metal, manufacturing use. The building and site work is nearing completion for occupancy.

The building was approved with the site plan use of manufacturing. Multiple garage and man doors and potential tenant devising walls were shown on the original approval plans. This proposed use of warehouse and distribution in a portion of the building are a special permit use in the zone.

### ANALYSIS

The applicant has provided a narrative description of their proposed use (attached). Their existing operation is in West Hartford. Other than interior devising walls, no modifications to the building are proposed. No exterior site work is proposed. The 2019 site plan approval for the property as approved for Complete Sheet Metal will remain in effect.

Parking: The building was approved for manufacturing at 1:500 s.f parking demand; the proposed warehouse and distribution is less intense at 1:1000 s.f. parking demand and therefore reduces parking demand. No reduction of parking spaces is proposed.

Truck traffic: the applicant has described their product as unique craft product, not mass distribution which will utilize vans or small trucks rather than tractor trailers for distribution. The applicant should confirm and describe delivery and distribution site activity to the Commission.

Liquor regulations: The use does not include distilling, brewing or otherwise manufacturing of alcohol. State Liquor Control oversees the licensing for the wholesale distributor use including issuing a "removal application" which authorizes their existing location license to be relocated. Liquor uses location approval is not required from the ZBA for this use as the applicant is not proposing to distribute to consumers for on-premises or off-premises consumption.

If tenant signage is to be installed, staff would encourage the applicant to work with the owner to develop a consistent signage program. Signage will require zoning review and associated building permit applications.

**Interdepartmental Comments:**

Inland Wetlands, Board of Police Commissioners, Police Chief, Building Official, Berlin Water Control and Conservation Commission have submitted "no comment" for the application.



January 20, 2021

Town of Berlin  
Planning and Zoning Department  
240 Kensington Rd  
Berlin, CT 06037

**Re: 496 Four Rod Road Unit #2 – business narrative**

We are an artisan (small production) wine and spirits wholesaler/distributor. We will be inbounding goods a few times a week, storing, and distributing to retail stores and restaurants. We are not a manufacturer. In the scheme of things, we are a small player with a niche marketplace, whereby we typically send out 1 to 2 vans of goods each weekday to customers around the state. Traffic in and out of Unit 2 will be minimal. Monday thru Friday there will typically be three employees working in the space with the hours of approximately 7am – 4 pm. We have few visitors; occasionally a supplier or a customer, but rarely.

Sincerely,  
Ann Reynolds  
Managing Member  
A Missing Link, LLC

A Missing Link, LLC  
PO Box 270173 West Hartford, CT 06127  
tel (860) 519.5790  
missinglinkwineco@gmail.com





# Town of Berlin

## Planning and Zoning Department

240 Kensington Road  
Berlin, Connecticut 06037  
www.town.berlin.ct.us

Town of Berlin  
Received

JAN 07 2021

Planning & Zoning Department  
Berlin, Connecticut

## SITE PLAN APPLICATION

☐ Site Plan

☒ Site Plan Amendment

Project Name: A MISSING LINK, LLC / MISSING LINK WING CO (DBA)  
Property Owner(s): COMPLETE SHEET METAL, LLC  
Project Address\*: 496 FOUR RD RD  
Map: 15-1 Block: 90 Lot: 6-3 Zone(s): PHANNED INDUST. 2 Lot Area: 2.365 acres

### Please select all relevant items below:

- ☒ Special Permit – Also complete special permit application form
- ☐ Property is within 500 feet of a Municipal Boundary of \_\_\_\_\_
- ☐ Amendment to Zoning Regulations – Section(s) \_\_\_\_\_
- ☐ Amendment to Zoning Map – Zone(s) affected \_\_\_\_\_
- ☐ Zoning Board of Appeals review needed
- ☐ Inland Wetlands and Water Course Commission review needed

### Applicant Information

Name: A MISSING LINK, LLC Firm Name: DOUG RANKIN  
Street Address: 10 OAK RIDGE LN City: W HARTFORD ST: CT Zip: 06107  
Email: DOUG@MISSINGLINKWINGCOMPANY.COM Phone: (203) 807-1192 (M)  
Signature: [Signature] Date: 1/7/21

### Property Owner(s) Information (If Not the Applicant)

Name: COMPLETE SHEET METAL, LLC Principal: JEFFREY MICHAUD  
Street Address: 500 FOUR RD RD City: BERLIN ST: CT Zip: 06107  
Email: COMPLETESHEETMETAL@GMAIL.COM Phone: 860-310-5447  
\*Letter of Authorization Required GMAIL.COM

\*Any town official and/or employee that the town deems necessary may enter the property to verify information submitted with this application.

**This Site Plan Involves:**

☐ Additions

☐ Alterations

☐ Demolition

☐ New Construction

**Description of Project\*:** NOT SURE HOW TO CHARACTERIZE - AN  
INTERIOR WALL ADDED TO CREATE 5,600 SQ-FT ROOM  
FOR WINE + SPIRITS WAREHOUSING AND DISTRIBUTION. ONE  
EXISTING BAY DOOR USED FOR INBOUNDING FREIGHT.

\*If more space is needed, then please provide separate narrative document.

**SITE PLAN ZONING STATISTICS**

	<u>EXISTING</u>	<u>PROPOSED</u>	<u>REQUIRED</u>
<b>USE(S)</b>	<u>N/A</u>	<u>WINE &amp; SPIRITS</u> <u>WAREHOUSING OFFICE,</u> <u>+ DISTRIBUTION</u>	
<b>COMMERCIAL</b>			
Gross Floor Area		<u>5,600 FT<sup>2</sup></u>	
Parking Spaces		<u>3 IN/5 OUTSIDE</u>	
<b>INDUSTRIAL</b>			
Gross Floor Area			
Parking Spaces			
<b>RESIDENTIAL</b>			
Number of Units			
Number of Bedrooms			
Gross Floor Area			
Parking Spaces			
<b>OTHER USES</b>			
Gross Floor Area			
Parking Spaces			

**To be completed by P&Z staff only:**

Fee Paid \$ 260.- (Refer to current Fee Schedule) CHECK 2148

Received by: fms

**Town of Berlin  
Received**

**JAN 07 2021**



**Town of Berlin**  
Planning and Zoning Department  
240 Kensington Road  
Berlin, Connecticut 06037  
www.town.berlin.ct.us

**Town of Berlin  
Received**

**JAN 07 2021**

Planning & Zoning Department  
Berlin, Connecticut

**SPECIAL PERMIT APPLICATION**

(Any Special Permit Application shall be submitted simultaneously with a Site Plan Application)

Project Name: A MISSING LINK, LLC DRA MISSING LINK WINE Co.  
Property Owner(s): COMPLETE SHEET METAL, LLC  
Project Address\*: 496 FOUR ROD RD  
Map: 15-1 Block: 90 Lot: 6-3 Zone(s): PLANNED INDUST 2 Lot Area: 2.365 ACRES

**Applicant Information**

Name: DOUG RANKIN Firm Name: A MISSING LINK, LLC  
Street Address: 10 OAK RIDGE LN City: W. HARTFORD ST: CT Zip: 06107  
Email: DOUG@MISSINGLINKWINECOMPANY.COM Phone: (203) 807-1199  
Signature: [Signature] Date: 1/7/20

**Property Owner(s) Information (If Not the Applicant)**

Name: COMPLETE SHEET METAL Principal: JEFFREY MICHAUD  
Street Address: 520 FOUR ROD RD City: BERLIN ST: CT Zip: 06107  
Email: COMPLETE.SHEET.METAL@GMAIL.COM Phone: 860.310.5447

\*Letter of Authorization Required

Special Permit required pursuant to section(s):

VII 6.3

\*Any town official and/or employee that the town deems necessary may enter the property to verify information submitted with this application.

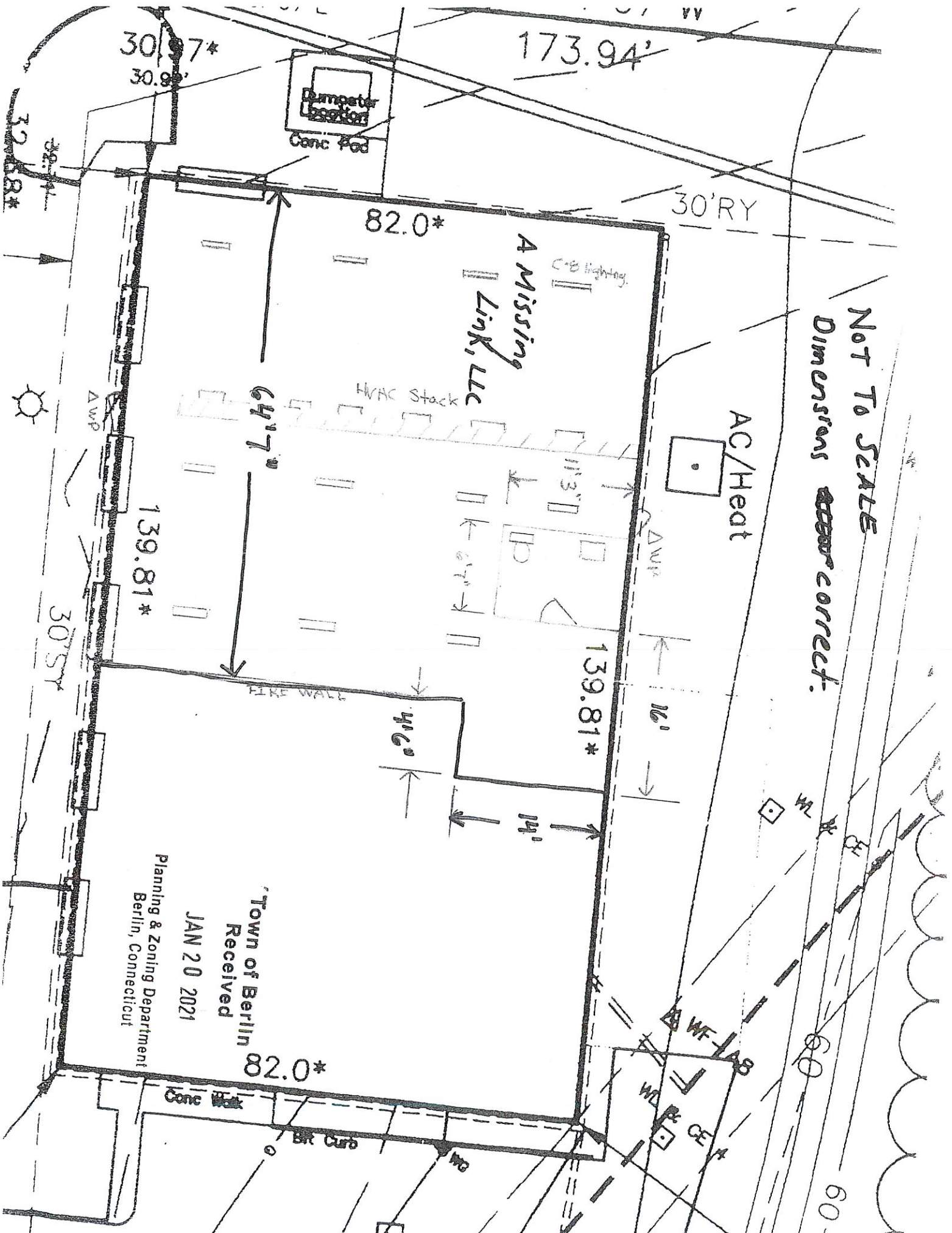
To be completed by P&Z staff only:

Fee Paid \$ 280 - (Refer to current Fee Schedule) check # 2147

Received by: [Signature]



NOT TO SCALE  
Dimensions ~~are~~ correct.





Received

JAN 20 2021

Planning & Zoning Department  
Berlin, Connecticut

Catch Basin  
TF=65.54  
Inv.=63.3

Portion of  
Foundation As Built  
dated 7-8-2020

