

Berlin Planning and Zoning Commission Agenda
February 18, 2021

The Berlin Planning and Zoning Commission will hold a Regular Meeting on Thursday, February 18, 2021 at 7:00 P.M by remote WebEx conference*. The public will be able to access and participate in the meeting by computer or telephone as provided below.

Join from the meeting link

<https://townofberlin.my.webex.com/townofberlin.my/j.php?MTID=m106d5ae34af6ff5b626a0a2decfe7527>

Join by meeting number

Meeting number (access code): 132 336 3153

Meeting password: PZC700 (792700 from phones and video systems)

Join by phone

1+408-418-9388 United States Toll

The WebEx call to participate in this meeting is a toll call and you may incur additional charges for placing the call by your phone service provider. The Town does not reimburse participants for any toll charges. Please check with your phone service provider before making the call.

PLEASE NOTE: The agenda and all meeting materials related to the agenda items which will be distributed to the Commission will be posted on the town's website at:

www.town.berlin.ct.us and will be available for viewing twenty-four (24) hours prior, during and after the meeting. Members of the public are encouraged to submit materials relevant to the applications no later than 12:00 p.m. on Wednesday, February 17, 2021, for posting prior to, during and after the meeting.

I Call to Order

II Approval of Minutes

- a. February 4, 2021

III Schedule Public Hearing

- a. Proposed Amendment to the Berlin Zoning Regulations of Timothy Sullivan, Esq. for new section VI.G.3.ee – Gasoline Filling Stations
Suggested Date: March 18, 2021

IV Commission Business

- a. Discussion of Prism Autism Education & Consultation LLC, 166 Lincoln Street
- b. Discussion of 2023 Plan of Conservation and Development

Continued...

V New Business

- a. Site Plan Amendment of Murphy Road Recycling for a 36,900 s.f. building addition, truck scale house at Map 3-4, Block 76A, Lot 1C, and Map 3-2, Block 76A, Lot 1B, 655 Christian Lane

VI Public Hearings

- a. Zone Change Request of BT 2008 LLC to change the zone at 404 Berlin Turnpike (Map Lot Block: 10-2-83-12-7333) and (Map Lot Block 10-2-83-12-7334) and (Map Lot Block: 10-2-83-13A) and (Map Lot Block: 10-2-83-13C-7509) and (Map Lot Block: 10-2-83-13C-7510) from Berlin Turnpike-1 Zone to Berlin Turnpike Development Zone (BT-1) *(Opened 1/21/21 – Continued to 2/18/21)*
- b. Special Permit/Site Plan Applications of BT2008, LLC for a mixed-use development at 404 Berlin Turnpike (Map Lot Block: 10-2-83-12-7333) and (Map Lot Block 10-2-83-12-7334) and (Map Lot Block: 10-2-83-13A) and (Map Lot Block: 10-2-83-13C-7509) and (Map Lot Block: 10-2-83-13C-7510) *(Opened 1/21/21 – Continued to 2/18/21)*

VII Old Business

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- b. Special Permit/Site Plan Applications of BT2008, LLC for a mixed-use development at 404 Berlin Turnpike (Map Lot Block: 10-2-83-12-7333) and (Map Lot Block 10-2-83-12-7334) and (Map Lot Block: 10-2-83-13A) and (Map Lot Block: 10-2-83-13C-7509) and (Map Lot Block: 10-2-83-13C-7510)

VIII Adjournment

Berlin Planning and Zoning Commission Meeting Minutes – February 4, 2021

I Call to Order

The Berlin Planning and Zoning Commission held a Regular Meeting on Thursday, February 4, 2021 at 7:00 P.M by remote WebEx conference. Chairwoman Veley called the meeting to order at 7:04 p.m.

Also in attendance:

Commissioners Diane Jorsey; George Millerd; Brian Rogan; Timothy Zigmont

Alternate Commissioners: Stephen Biella, Jr. (joined the meeting at 7:30 p.m as noted in the minutes); Andrew Legnani (seated); Peter Zarabozo (seated)

Acting Town Planner/Zoning Enforcement Officer Maureen Giusti, AICP
Acting Zoning Officer Adam Levitus, P.E;

Excused:

Commissioners Jon-Michael O'Brien; Steve Wollman

II Commission Business

a. Election of Officers

Chairperson

Commissioner Rogan moved to nominate Commissioner Veley for Chairwoman.
There were no other nominations.
Secretary Rogan cast one vote.

Vice-Chairperson

Commissioner Rogan moved to nominate Commissioner Jorsey for Vice-Chairwoman.
There were no other nominations.
Secretary Rogan cast one vote.

Secretary

Commissioner Jorsey moved to nominate Commissioner Rogan for Secretary.
There were no other nominations.
Secretary Rogan cast one vote.

III Approval of Minutes

a. January 21, 2021

Commissioner Zigmont moved to approve the minutes, as presented.
Commissioner Rogan seconded the motion which carried unanimously.

IV Commission Business

- a. Façade Application of Michael and Rosemary Cassetta for Dairy Queen,
806 Farmington Avenue

Chairwoman Veley stated she is pleased to see the currently presented materials are more in line for the downtown area. She stated the only question she has is if there is any way the blue tone for the proposed color of the building can be toned down to a different shade of blue.

Mr. Cassetta stated the blue color is the brand recognition of Dairy Queen. He stated the color could perhaps come just to the corners of the building, keeping the color in the front of the building. He stated the blue color of the poles could also be reconsidered. He noted the Health District is requiring the installation of a mop sink and as the building is too small to accommodate its location inside, there will be a 4 x 4 or 4 x 6 enclosed structure outside the building. Materials will be used to blend in or match the building and it won't be a disturbance to the customers.

Ms. Giusti stated she had understood the stucco was going to be eliminated and clapboard would be installed to the roof line; however, the presentation shows clapboard going to the height of the canopy and stucco above that.

Mr. Cassetta stated Dairy Queen must be accommodated, as well as the town. He stated three materials will be used – stone veneer on the bottom; clapboard to the canopy and stucco from the height of the canopy up. He clarified the overhang will remain where it is at the current roof line as utilities come into the building there and there is also a water heater. Stucco will be on the walls above the overhang. Dairy Queen is aware of this. The roof line will be flat. Lighting for the overhang will remain and be improved.

Commissioner Zarabozo stated his disfavor of the blue color. He stated Dairy Queen is a focal point and its stark color would be a contrast to the elements in that area.

Director of Economic Development Chris Edge stated he has been working with Mr. Cassetta since September or October, and Mr. Cassetta has returned to the commission with requested materials. Regarding the timeline for the project, the date for completion is June 30th or the town will lose the state funds. He stated it has been a long process and the project needs to move forward.

Ms. Giusti stated there will be only a slight modification to the signage and no signage change was proposed with this application. The current one wall sign and one free-standing sign are permitted.

Mr. Cassetta stated there are no mechanicals on the roof – they are located inside the attic. The roof will remain flat. The drive-through will be the same and they will try to replicate materials

for it. He stated he will propose keeping the blue color on the front of the building and eliminating its color on the sides to Dairy Queen.

Commissioner Miller stated the town is fortunate to have the Dairy Queen business. He stated he like the updated look and the proposal.

Chairwoman Veley stated the commission appreciates Mr. Cassetta's efforts.

Mr. Cassetta stated the exhaust fan must remain in place as it would be too difficult to change.

Commissioner Zigmont moved to approve the application, subject to the following:

- a. The blue color should not extend around to the sides of the building.
- b. The mop sink will be enclosed. If the mop sink cannot be located at the rear, it will be located on the north side of the building.
- c. The front canopy support poles are to be black in color to match the railing and window casing or encased with stone wrap.

Commissioner Rogan seconded the motion.

Chairwoman Veley polled the commission.

Voting in favor: Commissioners Millerd, Jorsey, Zigmont,, Rogan, Legnani, Veley

Voting in opposition: Commissioner Zorobozo

The motion carried six in favor to one in opposition.

b. Discussion of 2023 Plan of Conservation and Development

Ms. Giusti stated she had provided her summary letter in the meeting package. She said it explains and frames the decisions the commission is tasked with making. The first decision is whether an advisory committee is needed to be formed. The 2013 POCD had seven members – members of the Planning and Zoning Commission, Economic Commission, Conservation Commission, Town Council, Zoning Board of Appeals, and two citizens. The second decision is if there should be collaboration with other communities. The town has re-hired intern Kevin Fitzpatrick to work and gather information which may help to determine if collaboration would be beneficial. The third charge is to determine whether or not a consultant is prudent and if funding budget needs to be altered.

Mr. Jim Mahoney, Economic Development Coordinator, stated it is important at the beginning of the process to get ideas and feedback. He stated he was involved in both the 2003 and 2013 POCD's and the committee involvement worked well. Having the committee helped to not overburden the commission with extra meetings and he suggested establishing a committee.

Commissioner Zigmont moved to establish an advisory committee for the 2023 Plan of Conservation and Development.

The motion was seconded by Commissioner Jorsey.

Discussion

Ms. Giusti stated the advisory committee's meetings averaged once a month, and once the POCD had been adopted, an "implementation committee" met once every three months.

Commissioner Zigmont stated the advisory committee should have two Planning and Zoning Commission members.

Chairwoman Veley polled the commission.

Voting in favor: Commissioners Millerd, Jorsey, Zigmont, Rogan, Legnani, Zarabozo, Veley

The motion carried unanimously.

Alternate Commissioner Biella, Jr. joined the meeting. It was noted the time was 7:30 p.m.

- At Ms. Giusti's request, Commissioner Zigmont moved to add the following item to the agenda:
- Discussion of Prism Autism Education & Consultation LLC request to locate its business at the former Mooreland Hill School, 166 Lincoln Street

Commissioner Rogan seconded the motion which carried unanimously.

Ms. Giusti stated this item was added at the last minute for consideration by the commission. Attorneys Gregg Burton and Mike Carrier represent Prism Autism Education & Consultation LLC and Mooreland Hill School, respectively, and they would like to locate Prism at 166 Lincoln Street, the former site of Mooreland Hill School which closed about a year and a half ago. The school semester for 2019/20 was not opened. In 1996, Mooreland received a Special Permit when they expanded the school. The special permit is currently active. Attorney Burton has submitted a request for a Certificate of Zoning Compliance to open an Autistic/Education School at the property. The question is if staff can determine if this use is permitted and sign off on a Certificate of Zoning Compliance or if or if a special permit is required. The letter from Carmody Law states Prism is a non-profit autism/educational school with half and full day programs for students who are unable to access traditional school environments. They will have comprehensive and development programs and related support services. The question is if this is the same continued use or will it require a change to the special permit which would require a public hearing.

Commissioner Zigmont stated a school has to be licensed as a school by the state to show this is a school to school use.

Mr. Chris Edge, Director of Economic Development, stated Prism has a location in Farmington which he visited but it is definitely not traditional. Children who attend are 1 year old to middle school age and there is a school setting which meets their needs on a one to one basis.

Ms. Giusti stated Prism would occupy 4,000 s.f. of the 37,000 sf. site to get started.

Commissioner Millerd asked for clarification of what the commissioners are being asked. He said the attorneys stated in their letter there is no need for them to come before the commission and the issue of the expiration of the special permit has been challenged in court. It is their opinion that the special permit continues indefinitely. Commissioner Millerd stated the commission has “nothing to vote on” and an interpretation from Town Counsel is needed.

Ms. Giusti stated she has spoken with Town Counsel Jennifer Donofrio and the focus is not if the special permit has expired but rather whether there is a modification use that would need a modification to the special permit, raising it to the level of Planning and Zoning Commission action or just a matter of recording what they will be doing.

Commissioner Zarabozo stated if the special permit was approved for a private school and Prism is a state approved private school, there should be no need to change anything.

Commissioner Zigmont stated it needs to be determined if Prism is a licensed school.

Ms. Giusti stated Prism had represented itself as they were licensed. More information is needed.

Mr. Edge stated Prism is working with a mentor from a state agency to get their certification. In response to Chairwoman’s question, Mr. Edge stated Prism will keep its location in Farmington and expand its business to the Berlin location.

Ms. Giusti stated the 1996 approvals for a special permit and site plan were for expansion and parking lot. Mooreland Hill was an existing school at that point and its use had existed pre-zoning.

Attorney Rogan stated he was comfortable with the Certificate of Zoning Compliance conditioned upon Prism’s being licensed by the State.

Commissioner Legnani stated ADA accommodations should be discussed.

Commissioner Zigmont stated Mooreland Hill was in compliance with ADA standards in 1996.

Mr. Edge stated Prism has been located in Farmington since 2018 and operates with insured and paid services. Prism is not certified as a school in Farmington.

Ms. Giusti stated she is understanding the commission would like more details regarding the operation and licensing to determine if Prism is a school as defined in the regulations that Mooreland Hill operated under.

Commissioner Zigmont moved to table this item to the February 18th meeting in order to get additional information.

Commissioner Zarabozo seconded the motion.

Chairwoman Veley polled the commission.

Voting in favor: Commissioners Millerd, Jorsey, Zigmont,, Rogan, Zarabozo, Legnani, Veley
The motion carried unanimously.

V Public Hearings

Commissioner Rogan read the Call of the Hearing.

- a. Special Permit/Site Plan Amendment of A Missing Link, LLC for a wine and spirits warehousing and distribution business at the existing building at Lot 6-3, Block 90, 496 Four Rod Road

Ms. Ann Reynolds stated she and her husband would like to relocate their business to Berlin.
(The phone connection was limited and it was difficult to hear her testimony.)

Ms. Giusti provided a narrative of the application. She stated last year a new building for Complete Sheet Metal was constructed in front of 500 Four Rod Road. It is a warehouse type structure with garage doors. A Certificate of Occupancy has not yet been received. Tenant spaces are being filled. Complete Sheet Metal will be in one part of the building; A Missing Link will occupy 5,600 s.f. at the far westerly side of the building. A bathroom is designated for their portion of the building. Warehousing and distribution is a special permit use; the wine and spirits products require a state license but does not require a ZBA approval because consumers are not involved. The applicant is pursuing moving its state license from Wallingford. No exterior work is proposed. Parking and landscaping approvals from the original approval for the building are still valid.

In response to Chairwoman Veley's questioning the truck traffic, Ms. Reynolds responded the business has one cargo van and on occasion, two; however, they park inside. A tractor trailer truck may make a delivery about once a week. She said their normal outbound deliveries typically head into Hartford or Fairfield county and she suspects will use direct routes to highways, not town roads.

Mr. Chris Edge, Director of Economic Development, said he had known the applicants for about three years. He stated his enthusiastic approval for their business and the new location.

There were no other speakers.

Commissioner Jorsey moved to close the hearing.

Commissioner Rogan seconded the motion

Chairwoman Veley polled the commission.

Voting in favor: Commissioners Millerd, Jorsey, Zigmont, Zarabozo, Legnani, Veley
The motion carried unanimously.

- b. Zone Change Request of BT 2008 LLC to change the zone at 404 Berlin Turnpike (Map Lot Block: 10-2-83-12-7333) and (Map Lot Block: 10-2-83-12-7334) and (Map Lot Block: 10-2-83-13A) and (Map Lot Block: 10-2-83-13C-7509) and (Map Lot Block: 10-2-83-13C-7510) from Berlin Turnpike-1 Zone to Berlin Turnpike Development Zone (BT-1) (Opened 1/21/21 – Continued to 2/18/21)

No discussion or action taken.

- c. Special Permit/Site Plan Applications of BT2008, LLC for a mixed-use development at 404 Berlin Turnpike (Map Lot Block: 10-2-83-12-7333) and (Map Lot Block: 10-2-83-12-7334) and (Map Lot Block: 10-2-83-13A) and (Map Lot Block: 10-2-83-13C-7509) and (Map Lot Block: 10-2-83-13C-7510) (Opened 1/21/21 – Continued to 2/18/21)

No discussion or action taken.

VI Old Business

- a. Site Plan Amendment Application of Robert Blanchette, Borghesi Building & Engineering, for a 38,450 s.f. addition and 18,620 s.f. Phase II additions and related site work, Tomz Corporation, 47 Episcopal Road (Continued from January 21, 2021)

Mr. Robert Blanchette, Borghesi Building & Engineering, stated he was presenting revised Phase I and Phase II and associated work. It was noted at the last meeting that landscaped items from the 2018 approval in the parking area had not been included in this current application. Those have been added to the plans. Town Engineer comments have also been received since the last meeting which he said were “minor” and will be addressed and incorporated into the plans.

Commissioner Millerd stated the plan notes “possible future” on the Phase II building.

Mr. Blanchette said that note will be removed. Regarding the sewer line’s location under the building, the line can be moved, but the line to the bathroom would need to be under the building.

As a point of clarification, Commissioner Legnani had not had an opportunity to listen to the last meeting’s recording for this application. He relinquished his seat and Alternate Commissioner Biella was seated.

Ms. Giusti stated the elevations for Phase I and Phase II were requested at the last meeting.

Mr. Blanchette stated the height has been dropped on Phase II because it is closer to the road and will be visually better. It will have the same look and same materials as Phase I.

Ms. Giusti stated if a motion to approve is made, she suggested it should be noted the parking, as shown as being what is needed at this time, could be approved with remaining parking to be deferred.

Commissioner Jorsey moved to approve the application with the following conditions:

- a. All staff comments to be addressed.
- b. An allowance is approved for deferred parking, as proposed

The motion was seconded by Commissioner Rogan.

Chairwoman Veley polled the commission.

Voting in favor: Commissioners Millerd, Jorsey, Zigmont, Rogan, Biella, Jr., Zarabozo,
Veley

The motion carried unanimously.

Commissioner Biella, Jr. relinquished his seat.

Commissioner Legnani was reseated.

- b. Special Permit/Site Plan Amendment of A Missing Link, LLC for a wine and spirits warehousing and distribution business at the existing building at Lot 6-3, Block 90, 496 Four Rod Road

Commissioner Zigmont moved to approve the application, subject to the following conditions:

- a. All staff comments to be addressed.
- b. Vehicles for the business will be parked inside.

Commissioner Jorsey seconded the motion.

Discussion

Commissioner Rogan stated parking inside may be difficult to maintain as the business grows and is not a necessary condition.

Ms. Giusti stated although the public hearing is closed, clarification for this concern could be addressed.

Mr. Doug Rankin, applicant, stated at this time they can accommodate their two vehicles inside the building; however, if they do grow there won't be any unsightly parking.

Commissioner Zigmont amended his motion to approve, conditioned upon the following:

- a. All staff comments to be addressed.

Commissioner Jorsey amended her second.

Chairwoman Veley polled the commission.

Voting in favor: Commissioners Miller, Jorsey, Zigmont, Rogan, Zarabozo, Legnani,
Veley

The motion carried unanimously.

- c. Zone Change Request of BT 2008 LLC to change the zone at 404 Berlin Turnpike (Map Lot Block: 10-2-83-12-7333) and (Map Lot Block 10-2-83-12-7334) and (Map Lot Block: 10-2-83-13A) and (Map Lot Block: 10-2-83-13C-7509) and (Map Lot Block: 10-2-83-13C-7510) from Berlin Turnpike-1 Zone to Berlin Turnpike Development Zone (BT-1)

No discussion or action taken.

- d. Special Permit/Site Plan Applications of BT2008, LLC for a mixed-use development at 404 Berlin Turnpike (Map Lot Block: 10-2-83-12-7333) and (Map Lot Block 10-2-83-12-7334) and (Map Lot Block: 10-2-83-13A) and (Map Lot Block: 10-2-83-13C-7509) and (Map Lot Block: 10-2-83-13C-7510)

No discussion or action taken.

- Communications

Ms. Giusti stated the two items were included in the meeting package:

- Connecticut Federation of Planning and Zoning Agencies Quarterly Newsletter
- A Webinar Event to be held on March 6, 2021 for “Connecticut Land Use Law for Municipal Land Use Agencies, Boards, and Commissions”

VII Adjournment

Commissioner Jorsey moved to adjourn the meeting.

Commissioner Zigmont seconded the motion which carried unanimously.

The time was 9:02 p.m.

Respectfully submitted,



Frances M. Semnoski
Recording Secretary

February 12, 2021

VIA EMAIL (mgiusti@town.berlin.ct.us) & FEDEX

Ms. Maureen Giusti
Planning and Zoning Department
Town of Berlin
240 Kensington Road
Berlin, CT 06037

Re: Zoning Certificate of Compliance
Property: 166 Lincoln Street, Kensington, Connecticut (the "Property")
Applicant: Prism Autism Education & Consultation LLC ("Prism")

Dear Ms. Giusti:

This letter is to follow up on our application for a Zoning Certificate of Compliance for Prism with respect to the Property. In our conversation earlier this week, you requested additional information to address questions that were raised by the Planning and Zoning Commission at its last meeting. We request that this letter be included with the application as part of the record thereof.

In reviewing our application, we noticed that it included a reference to "Autism Center," which is the name of the applicant's Farmington location. That reference should have been to "Prism Academy" which is the name of the facility that is proposed for the Property. For the avoidance of any confusion, please consider this an amendment and correction of that reference to refer instead to "Prism Academy."

As indicated in our application, the Property has a special permit for use as a private school. The proposed use is a private school for children with Autism. We have referred to the proposed facility as an "Education Center for Children with Autism" (and did so in the application) in order to distinguish Prism Academy from facilities that provide exclusively health/medical services for children with Autism. For the purpose of zoning use designation, Prism Academy is a private school for children with Autism. In order to avoid any confusion about the nature of the proposed use, please consider this to be an amendment of the proposed use in our application to be "Private School for Children with Autism." Accordingly, we believe that the proposed use is 'like for like' with respect to the existing special permit for the Property.

As we have discussed, Prism has leased one wing of the building as depicted on the enclosed diagram, which space includes three (3) classroom spaces and the auditorium (which is indicated as "classroom 4" on the diagram). There will be no physical changes

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to the building for this proposed use and no reduction in the amount of parking spaces available. Our application notes the proposed use of 20 spaces only for the purpose of indicating the maximum number of spaces allowed to be used by Prism Academy under the terms of its lease. This application for a Zoning Compliance Certificate applies only to the leased portion of the building.

Prism's long-term plan is to purchase the Property, which it currently has under contract, in addition to the lease. The purchase of the Property will allow Prism to expand the Academy to utilize the entire Property. However, plans and financing for the larger Academy will take approximately a year to develop and implement. At this time those plans are not sufficiently developed to determine the appropriate zoning approval process for the use of the balance of the Property. For example, the utilization of the balance of the Property may involve expansion or reconfiguration of the building, which may necessitate site plan or other approvals. Accordingly, we understand that the Zoning Certificate of Compliance we have requested will relate only to the leased space and that Prism will seek either an additional Zoning Certificate of Compliance for the balance of the Property or such other zoning approval as may be appropriate once the development plans are sufficiently formulated to make that determination.

You inquired whether Prism Academy had obtained a license or approval from the Connecticut Department of Education. Prism Academy does not currently have such an approval or license, though it does ultimately intend to apply for accreditation from the Department and is in regular communication with the Department in that regard. We note that licensing or approval of private schools in Connecticut is a voluntary matter and is not required for the operation of a private school. See <https://portal.ct.gov/SDE/Legal/Private-Schools>. In fact, in order to secure accreditation and approval from the Department, a private school must have been in operation in the location for at least 1 year prior to application. Therefore, obtaining a license cannot be a precondition for operation of a private school for zoning purposes.

The Prism Academy program began operating in Prism's Farmington location, which will be relocated to the Property. The current Prism Academy teachers are certified special education teachers and all future teachers will be similarly licensed. In addition, all other support staff at Prism Academy will hold appropriate individual licenses with respect to

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any services that such person is providing in accordance with all applicable legal requirements.

You also requested additional information regarding the details of the operation of Prism Academy. The Academy will initially serve approximately 12 students. That number may increase over the course of the next year, but Prism does not expect to exceed 18 students in the leased portion of the building. The operating hours of Prism Academy will be from 8am to 5pm, with drop off times at 8am and early afternoon, with some after school hours programs continuing until 5pm. The space may also be used in the evening for parent and school meetings, training, and related activities similar to other schools. Students will also have access to outdoor areas at the Property for recess time and other outdoor activities.

Prism Academy has been developed as an innovative and novel approach to educating children with Autism and improving the long-term outcomes for these children. Prism's approach has generated significant interest among education agencies and other organizations involved in Autism research and program development. Locating Prism Academy in Berlin will provide the Town with the opportunity to be recognized for supporting a leading edge program for improving the lives of children with Autism. In addition, Prism Academy will have a staff to student ratio of approximately 1.3:1 and will therefore create a substantial number of jobs in the Town of Berlin. Therefore, we believe that there are exceptional mutual benefits for Prism and the Town of Berlin in this endeavor. Prism Academy is prepared to begin operations immediately upon receipt of a Zoning Certificate of Compliance from the Town.

We are happy to provide any additional information that is required in connection with this application.

Very truly yours,



Gregg T. Burton

Encl.

cc: Michael Carrier (via email)

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EXHIBIT A
Leased Premises

