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INTEROFFICE MEMORANDIUM

TO: Zoning Board of Appeals Office

**FROM: Frank W. Petise, P.E.
Transportation Bureau Chief**

**Luke Bittenwieser
Transportation Bureau Staff**

DATE: December 22, 2022

RE: Zoning Board of Appeals

Application #002-23

1103 East Main Street

The Transportation, Traffic & Parking (TTP) Department has reviewed the following documents:

- Zoning Board of Appeals application received December 6, 2022;
- Project Narrative prepared by Christopher Russo dated September 30, 2022;
- Architectural renderings;
- Traffic Study prepared by Atlantic Traffic dated September 8, 2022;
- Site Improvement Plan prepared by Core States Group dated June 14, 2021.

Drive-thrus have long presented a traffic management issue for the City with long queues that frequently impact the City's roadway network. The drive-thru at this McDonalds has been a source of traffic congestion with vehicles queuing for the drive-thru spilling out onto East Main Street. The Department is supportive of improvements to increase the on-site queuing capacity, and is generally supportive of the proposed improvements subject to further analysis. However, the below comments are meant to assist the Department in its review and reduce the overall impact on the City roadway network to the greatest extent feasible.

1. The traffic counts were taken in August which historically has reduced traffic volumes compared to other months. New counts of the parking lot and drive-thru queue should be conducted.
2. The applicant frequently mentions examples where this drive-thru alteration has been conducted. The applicant shall provide at least three (3) examples at similar locations where this has been undertaken with before and after data to back these claims.
3. For the on-site parking counts, break down the counts by employee vehicles and customer vehicles as part of the re-count.

4. At the point where the two drive-thru lanes coverage, is there any signage to control who has the right of way when merging?
5. An excavation permit will be required for any work within the City or State ROW and an encroachment permit will be required for any work in the State ROW. It appears a portion of the new access walk will impact the Public ROW.
6. The two parking spaces adjacent to the crosswalk along the northern side of the site shall be eliminated. No vehicles shall park within 5 ft. of a crosswalk.
7. The current crosswalk having pedestrians walk through a parking lane, a 16 ft. travel lanes, and the two drive lanes presents a possible unsafe condition. The crosswalk shall be revised to enhance pedestrian safety.
8. While vehicles are not permitted to turn left from East Main Street into the site, vehicles frequently try to and this causes significant congestion on the road. The applicant shall develop solutions to mitigate the left turn.
9. Along the eastern drive aisle, traffic can be queued for the drive-thru but can also exit the site onto East Main Street. The driveway should be stripped to permit traffic to queue for the drive-thru and to exit onto East Main Street.
10. Crosswalks shall be painted in white paint
11. The bottom of signs shall be a minimum of 7 ft. from the ground.
12. The Department reserves the right to make additional comments based on the re-submitted traffic study.