

INTERIM REPORT ON OUTREACH EFFORTS

BY ZP GROUP, LLC

**FOR
APPLICATION FOR CHANGE OF ZONE
AND
SPECIAL DEVELOPMENT DISTRICT
FOR
312 NORTH MAIN STREET**

June 2, 2016

BACKGROUND:

ZP Group, LLC (“ZP”) and 312 North Main Street, LLC filed an application on May 13, 2016 with the West Hartford Town Council to change the zone of 312 North Main Street, West Hartford, CT (“Property”), from R-13 to Residential-Office District (RO), and then to designate the Property as a Special Development District (SDD). 312 North Main Street, LLC is an affiliate of Companions for Living, LLC, with Julianne Roth being the managing member of each (collectively, “CFL”). ZP and CFL (collectively, “Applicants”) are pursuing the zone change and SDD application in order to construct a 3360 +/- s.f., two and one-half story structure designed to look like a residential home but which will be used for professional office space. The RO zone does not require a proposed office structure to be residential in appearance; however, the Applicants believe that such a limitation is appropriate for this location. It is the Applicants’ intention that the newly constructed structure be used for CFL’s professional offices.

To date, the Applicants have reached out to area property owners in the following ways:

LETTERS TO NEIGHBORS:

Included as Enclosure (k) to the application was a letter to neighbors dated May 13, 2016 (“May 13th Neighbor Letter”) that described the proposed development and included color renderings of the proposed building and landscaping plan (Exhibit A). The May 13th Neighbor Letter was sent to 25 property owners and invited each owner to contact Greg Patchen, a principal of ZP, with any questions about the proposed application. Another letter also dated May 13, 2016 was sent to those owners in closer proximity to the Property (23) which not only encouraged the addressee to call or email Mr. Patchen with any questions, but also asked whether the recipient would be interested in meeting in person with the Applicants at a date and time convenient for the addressee at either the addressee’s home or another location in West Hartford (Exhibit B). Maps showing the location of the properties contacted are attached (Exhibit C).

The first map indicates that most property owners within 500 feet of the Property were to be recipients of a letter; indeed, certain property owners located more than 800 feet from the property were to also be recipients of a letter. The properties owned by recipients of the May 13th Neighbor Letter are indicated on the attached copy of that map with a check mark. Exhibit C further identifies which version of the May 13th Neighbor Letter was received by the property owners by indicating with the letter A or B whether the property owner received the form of letter attached as Exhibit A or Exhibit B, respectively. A total of 48 property owners were mailed letters concerning the Property.

The names and addresses of property owners to whom the May 13th Neighbor Letter was sent are:

HAYNES ROAD

Gagne, Donald and Theresa
or Current Property Owner
133 Haynes Road
West Hartford, CT 06117

Gilbert Roy and Shalamiesha
or Current Property Owner
131 Haynes Road
West Hartford, CT 06117

Izikson, Roman and Liza
or Current Property Owner
134 Haynes Road
West Hartford, CT 06117

NORTH MAIN STREET

Ferry, Michael J and Ferry, Rebecca W
or Current Property Owner
274 North Main Street
West Hartford, CT 06117

Reale-Foley, Laura B
or Current Property Owner
284 North Main Street
West Hartford, CT 06117

Lopez-Perry, Carmen L TR Perry Family Trust
or Current Property Owner
286 North Main Street
West Hartford, CT 06117

Dyson David T and Lih-Ling Chern
or Current Property Owner
281 North Main Street
West Hartford, CT 06117

Freytag, Donna L
or Current Property Owner
285 North Main Street
West Hartford, CT 06117

Sakakeeny, John P and Harrison, Ashley L
or Current Property Owner
289 North Main Street
West Hartford, CT 06117

Bishops Corner Realty LLC or Current Property Owner
600 Loring Avenue
Salem, MA 01970
(316 North Main Street – Walgreen’s Plaza)

K Centennial 342 LLC
or Current Property Owner
c/o Konover Investments Corp
342 North Main Street STE 200
West Hartford, CT 06117
(342 North Main Street – Office building located north of Walgreen’s Plaza)

E&A Northeast Limited Partnership (333 North Main Street – TD Bank Plaza)
or Current Property Owner
c/o E&A Accounts Payable Dept.
PO Box 528
Columbia, SC 29202

ALBANY AVENUE

Bishop's Corner (E&A) LLC (2523 Albany Avenue – Bank of America Plaza)
or Current Property Owner
PO Box 528
Columbia, SC 29202

LAWLER ROAD

Viet Chai
or Current Property Owner
153 Lawler Road
West Hartford, CT 06107

WESTMORELAND DRIVE

Mozoul, Fritzner (36 Westmoreland Drive)
or Current Property Owner
372 Blue Hills Parkway
Milton, MA 02186

PIONEER DRIVE

Doron Joseph & Nilly
or Current Property Owner
18 Pioneer Drive
West Hartford, CT 06117

Smith, Olga
or Current Property Owner
20 Pioneer Drive
West Hartford, CT 06117

Witt, Stephen S TR and Carmen E TR
or Current Property Owner
24 Pioneer Drive
West Hartford, CT 06117

Pitruzella, Ernesto
or Current Property Owner
28 Pioneer Drive
West Hartford, CT 06117

Steinberg, Paula D
or Current Property Owner
21 Pioneer Drive
West Hartford, CT 06117

Fressola, Robert M and Kathryn A
or Current Property Owner
25 Pioneer Drive
West Hartford, CT 06117

BRENWAY DRIVE

Perlsweig, Abbie S
or Current Property Owner
5 Brenway Drive
West Hartford, CT 06117

Bostic, Penny P and Bostic, Teddy G
or Current Property Owner
6 Brenway Drive
West Hartford, CT 06117

Carlson, Gisela F and Carlson, James F
or Current Property Owner
10 Brenway Drive
West Hartford, CT 06117

MOUNTAIN VIEW DRIVE

Tenney, Lee E
or Current Property Owner
4 Mountain View Drive
West Hartford, CT 06117

The May 13th Neighbor Letter sent to the property owners listed above was to introduce the Applicants to the property owners, explain the particulars of the proposed development and encourage recipients to contact the Applicants with questions. As of the date of this Report, the Applicants have not received a direct response (either by phone or email) to the May 13th Neighbor Letter from any of the property owners listed above except for Bob Fressola, 25 Pioneer Drive, in his capacity as the chairperson of the Bishop's Corner Neighborhood Association ("BCNA"). In the event the Applicants do receive a direct response from the property owners listed above and such property owner would like to meet with the Applicants to discuss the application, the Applicants will be happy to do so.

Subsequent to the mailing, Mr. Patchen contacted three of the above-listed property owners personally:

133 Haynes Road

Gagne, Donald and Theresa

5/31/16 – Mr. Patchen, during a door-to-door canvas of Haynes Road, spoke with Theresa Gagne. She acknowledged receipt and review of the May 13th Neighbor Letter and stated that neither she nor her husband had any objection to the proposed development.

131 Haynes Road

Gilbert, Roy and Shalamiesha

5/30/16 – Mr. Patchen spoke with Gilbert Roy by telephone. Mr. Roy acknowledged receipt and review of the May 13th Neighbor Letter and stated that he did not object to the proposed project as it was a better use of the Property than the current use.

134 Haynes Road

Izikson, Roman and Liza

5/30/16 – Mr. Patchen located a number online for the property owner. He called the number but there was no answer and no opportunity to leave a message.

5/31/16 – During a door-to-door canvas of the neighborhood, Mr. Patchen met with Roman and Liza Izikson. They acknowledged receipt of the May 13th Neighbor Letter, stated that they had no objection to the proposed project and wished Mr. Patchen good luck.

The May 13th Neighbor Letter attached as Exhibit B offered recipients an opportunity to meet with the Applicants. The Applicants subsequently tried to obtain telephone numbers of the recipients of the Letters, which were publicly available online. Telephone calls were placed by Mr. Patchen to property owners for whom the applicants were able to find a telephone number. In the event Mr. Patchen was unable to reach a property owner, he either left a message or attempted to contact that owner during a door-to-door canvas of the neighborhood. A summary of this outreach is set forth beneath the name and address of each property owner. (Note that as of the date of this outreach report, the Applicants have not completed telephone calls or door-to-door canvassing of recipients. However, this outreach effort will continue until the Applicants are satisfied that they have made all reasonable attempts to contact each property owner who was mailed this version of the May 13th Neighbor Letter.)

HAYNES ROAD

Muriel, Edilberto (150 Haynes Road)
or Current Property Owner
3420 Tuscany Way
Boynton Beach, FL 33435

The Applicants found a number online for the applicant.

5/30/16 – Mr. Patchen called the number but there was no answer and no opportunity to leave a message.

5/31/16 – Mr. Patchen rang the doorbell and knocked on the front door of the property during a door-to-door canvas of the neighborhood. No one was home at the time. Mr. Patchen will attempt again to reach the property owner, particularly because the property is one of two that directly abuts the Property.

Turner, Christopher D and Lorraine K Mease
or Current Property Owner
146 Haynes Road
West Hartford, CT 06117

The Applicants found numbers online for the property owner.

5/30/16 – Mr. Patchen called both numbers found online. There was no answer at the first number and no opportunity to leave a message. The second number was not in service.

5/31/16 – During a door-to-door canvas of the neighborhood, Mr. Patchen rang the doorbell and knocked on the front door of the property owner. No one was at home. Mr. Patchen will attempt again to contact the property owner, particularly because the property is one of two that directly abuts the Property.

Silbermann, Frederick
or Current Property Owner
144 Haynes Road
West Hartford, CT 06117

The Applicants located a telephone number online for the property owner.

5/30/16 – Mr. Patchen called the above number but there was no answer and no opportunity to leave a message.

5/31/16 – During a door-to-door canvas of the neighborhood, Mr. Patchen met with Frederick Silbermann. He acknowledged receipt of the May 13th Neighbor Letter and stated that he had reviewed it. He further stated that he had no objections to the proposal. Mr. Patchen also said that he would be receiving a letter about an upcoming meeting on June 14th of the BCNA and encouraged him to attend should he want to learn more.

Dininio, Quintino, Jr TR
or Current Property Owner
140 Haynes Road
West Hartford, CT 06117

The Applicants found a number online for Mr. Dininio.

5/30/16 – Mr. Patchen called the number and spoke with a woman who answered the phone who did not identify herself. Mr. Patchen explained why he was calling and she said her son would call him back. Mr. Patchen has not received a return phone call as of yet.

5/31/16 – During a door-to-door canvas of the neighborhood, Mr. Patchen met with Christina Dininio who said she resided at and owned the property. Mr. Patchen asked if she had received the letter he had sent and she did not recall. Mr. Patchen described to her the proposed project. Ms. Dininio said she did not have any objection. Mr. Patchen assumes that Ms. Dininio is the woman to whom he spoke on 5/30/16 and asked Ms. Dininio if she wanted him to speak with her son and she said that it was not necessary.

Lumelsky, Alexander and Anne
or Current Property Owner
137 Haynes Road
West Hartford, CT 06117

The Applicants found numbers online for the property owner.

5/30/16 – Mr. Patchen called one of the numbers and spoke to a woman who answered the phone. She said the property owner was not home and that Mr. Patchen should call back after 9:00 p.m. that night. Believing that may be too late, Mr. Patchen opted not to do so.

5/31/16 – Mr. Patchen rang the doorbell and knocked on the door of the property owner during a door-to-door canvas of the neighborhood. No one was home. Mr. Patchen will attempt again to call the property owners or stop by their house.

Viggiano, Kelly
or Current Property Owner
139 Haynes Road
West Hartford, CT 06117

The Applicants were unable to locate a telephone number for the property owner.

5/31/16 – During a door-to-door canvas of the neighborhood, Mr. Patchen met with Ms. Viggiano. She acknowledged that she and her husband had received and reviewed the May 13th Neighbor Letter. She stated that she thought the proposed building looked nice and further stated that neither she nor her husband had any objections.

Echelson, Roberta S
or Current Property Owner
143 Haynes Road
West Hartford, CT 06117

The Applicants found a number online for Ms. Echelson.

5/30/16 – Mr. Patchen called the number and spoke with Roberta Echelson. Ms. Echelson said she had received the May 13th Neighbor Letter but had not yet read it. Mr. Patchen briefly described the proposal to her and asked if she had any questions or comments he might answer for her. Ms. Echelson stated that she was surprised at how large the proposed building was. Mr. Patchen explained to her that the footprint of the proposed building was actually smaller than the footprint for the single-family house that had been previously approved for the Property. Ms. Echelson then stated that the proposed project was nearly three times the size of her house. Ms. Echelson cited concern about traffic on North Main Street near the Property and said that there was not an adequate cross walk by the Property. She also mentioned that a road diet study for North Main Street was being conducted. Mr. Patchen told her that a professional engineer had prepared a traffic statement for the proposed project and that the traffic impact would be insignificant. Mr. Patchen told Ms. Echelson about the upcoming meeting of the BCNA on June 14th and encouraged her to attend so she could hear more about the proposal and ask additional questions. (See section titled “Neighborhood Outreach Meetings” below.)

Shono, Terue and Jinka (145 Haynes Road)
or Current Property Owner
62 Blueridge Lane
West Hartford, CT 06117

The Applicants found a number online for the property owner.

5/30/16 – Mr. Patchen called the number and spoke with Jinka Shono. She said she had received and reviewed the May 13th Neighbor Letter. She said she had no objections and wished Mr. Patchen good luck with the process. Mr. Patchen told her that she would be receiving a letter informing her of a meeting with the BCNA on June 14th and encouraged her to attend to learn more about the proposal. Ms. Shono thanked Mr. Patchen for the invitation but indicated that she would likely be unable to attend.

DIANA ROAD

Fletcher, Paul
or Current Property Owner
2 Diana Road
West Hartford, CT 06117

The Applicants located a number online for the property owner.

5/30/16 – Mr. Patchen called the number; however, there was no answer and no opportunity to leave a message.

5/31/16 – During a door-to-door canvas of the neighborhood, Mr. Patchen met with the property owner, Paul Fletcher. He said he received the May 13th Neighbor Letter. He asked Mr. Patchen how far the south boundary of the Property ran along the backyards of the properties on Haynes Road and Mr. Patchen informed him that the only properties on Haynes Road to which the Property was adjacent was 150 and 146 Haynes Road. Mr. Patchen asked Mr. Fletcher his thoughts on the proposal. He said his main concern was the Town's plan for the development of the surrounding neighborhood. He inquired whether the Town had plans to make the neighborhood more pedestrian friendly. He seemed interested in the neighborhood being more so, although he stated a few times that he would not want it to resemble something like Blue Back Square. Mr. Patchen said that while he did not know the answer, it might be possible to learn more about the Town's plans for developing the surrounding neighborhood by going to the Town's website and reading the Town Plan of Conservation and Development. Mr. Patchen also told him that the Town Planning & Zoning office is happy to discuss any questions regarding development with Town residents and encouraged him to call the Town Planner, Todd Dumais, with any questions. Mr. Patchen informed Mr. Fletcher that he would be receiving a letter inviting him to attend a meeting of the BCNA on June 14th and encouraged him to attend.

NORTH MAIN STREET

Pires, Fernando M and Marta M Silva
or Current Property Owner
304 North Main Street
West Hartford, CT 06117

The Applicants were unable to locate a telephone number for the property owner.

5/31/16 – During a door-to-door canvas of the neighborhood, Mr. Patchen met with Fernando Pires. Mr. Pires said he had received and reviewed the May 13th Neighbor Letter and said that he thought that the proposed building was nice looking. He stated that he had no opposition to the proposal. Mr. Patchen informed him that he would be receiving a letter inviting him to attend a meeting of the BCNA on June 14th and encouraged him to attend.

Bye, Gareth D and Susan D Rich
or Current Property Owner
300 North Main Street
West Hartford, CT 06117

The Applicants located a number online for the property owner.

5/30/16 – Mr. Patchen called the number and an answering machine picked up. He did not leave a message and intended to call back.

5/31/16 – During a door-to-door canvas of the neighborhood, Mr. Patchen saw who he presumed to be the property owners getting out of a car in their driveway. Mr. Patchen asked if they had a quick moment to talk but they declined as they were just returning from a vacation. Mr. Patchen asked if there was a more convenient time that he could stop by but there was no response. Mr. Patchen will leave a telephone message at a later date apologizing for the unintended intrusion and request an opportunity to discuss the proposal with them at a more opportune time.

Rogalski, Signe
or Current Property Owner
296 North Main Street
West Hartford, CT 06117

Mr. Patchen did not attempt to reach Ms. Rogalski as Julianne Roth, the managing member of CFL, had proposed meeting with Ms. Rogalski at the conclusion of the BCNA meeting held on May 13th. Ms. Roth initiated email correspondence and Ms. Rogalski responded that she did not think they should meet until after a decision had been rendered concerning the Property.

Hoelzel, William E and Joan Brown Hoelzel
or Current Property Owner
291 North Main Street
West Hartford, CT 06117

A number was located by the Applicants for the property owner.

The Applicants will attempt to contact the owner.

Chabad House Inc. of Connecticut
or Current Property Owner
295 North Main Street
West Hartford, CT 06117

The Applicants located a telephone number online for the property owner.

The Applicants will attempt to contact the owner.

Ava Properties LLC
or Current Property Owner
301 North Main Street
West Hartford, CT 06117

The Applicants were unable to locate a telephone number for the property owner. The Applicants will attempt to contact the owner.

Antico, Eugene F and Norma L G (309 North Main Street)
or Current Property Owner
34 Fairfield Road
West Hartford, CT 06117

Of all of the recipients of the May 13th Neighbor Letter, Norma Antico was the only property owner to call or email the applicant in response. On or about May 20, 2016, Norma Antico left Mr. Patchen a voicemail message. Mr. Patchen called her back and spoke with her. Ms. Antico indicated that she and her husband own the property at 309 North Main Street that is zoned RM-O and has been used as a medical office. Mr. Patchen and Ms. Antico agreed to meet at a later date to discuss the proposal for the Property as well as discuss the Applicant's experience to date with the SDD process. The meeting has yet to take place; however, Mr. Patchen intends to schedule a meeting with Ms. Antico shortly.

LAWLER ROAD

Catania, Patricia A and Glenn C
or Current Property Owner
152 Lawler Road
West Hartford, CT 06117

The Applicants located telephone numbers online for the property owner.

5/30/16 – Mr. Patchen called both numbers. For the first number no one answered and there was no opportunity to leave a message. The second number was not in service.

5/31/16 – During a door-to-door canvas of the neighborhood, Mr. Patchen met with Glenn Catania. Mr. Catania mentioned that he tried to email Mr. Patchen but that the email kept being returned to him. Mr. Patchen checked the email address listed on the May 13th Neighbor Letter and it was the correct email address. Mr. Catania indicated that he had tried to send an email stating that he thought the proposed project was a good one and that he was in support of it. He said that he has lived in his house for 43 years and often walks by the Property. He thought that it should be developed as it had not been maintained in prior years and that the proposed development would be a good thing for the Property. He asked Mr. Patchen if he thought the road diet study being conducted on North Main Street might have an impact on the proposed development and Mr. Patchen replied that he did not think it would as the proposed building was to serve as administrative offices and would not be a retail establishment. Mr. Catania mentioned that people drive at very high speeds along North Main Street and that there had been a number of accidents over the years. He said that it had no bearing on the Applicants' proposed project but hoped that the Town would be able to do something about it one day.

PIONEER DRIVE

Tierney, Terrence F
or Current Property Owner
7 Pioneer Drive
West Hartford, CT 06117

The Applicants located a number for the property owner.

5/30/16 – Mr. Patchen called the number and spoke with Terrence Tierney. Mr. Tierney said that he received a copy of the May 13th Neighborhood Letter. Mr. Tierney said he had concerns as he noticed businesses being conducted in homes along North Main Street, and was concerned about the precedent being set. Mr. Patchen provided additional information about the intended use. Mr. Tierney said that he did not think that someone would want to live in a house located on the Property, given its location next to a commercial plaza. Mr. Patchen informed Mr. Tierney that a letter would soon be mailed to him informing him of a meeting of the BCNA on June 14th at which the proposed project would be discussed, and encouraged him to attend.

Kucinskas, Keith J and Katrina Kajtazi
or Current Property Owner
6 Pioneer Drive
West Hartford, CT 06117

The Applicants located a number for the property owner.

5/30/16 – Mr. Patchen called the number and left a message for the property owner and has not heard back. The Applicant will attempt again to contact the owner.

Hu Yaoxing (8 Pioneer Drive)
or Current Property Owner
18 Dogwood Lane
West Hartford, CT 06117

The Applicants located a number online for the property owner.

5/30/16 – Mr. Patchen called the number and got a voicemail recording. Mr. Patchen left a message for the property owner and as of the date of this report has not heard back. The Applicants will attempt again to contact the owner.

Reed, Deborah A
or Current Property Owner
12 Pioneer Drive
West Hartford, CT 06117

The Applicants located numbers online for the property owner. The Applicants will attempt to contact the owner.

Zhao Yueyun and Hongyuan Tang
or Current Property Owner
14 Pioneer Drive
West Hartford, CT 06117

The Applicants located a number online for the property owner.

5/30/16 – Mr. Patchen tried calling the number and found that it was not in service. The Applicants will attempt to contact the owner.

BRENWAY DRIVE

Silvis, Daniel J, Jr and Zelda EST
or Current Property Owner
2 Brenway Drive
West Hartford, CT 06117

The Applicants located a number online for the property owner.

5/30/16 – Mr. Patchen tried calling the number and found that it was not in service. The Applicants will attempt to contact the owner.

NEIGHBORHOOD OUTREACH MEETING:

Prior to the filing of the application, Julianne Roth, the managing member of CFL, attended a meeting of the BCNA on March 11, 2016 to describe her desire to locate her business on the Property in a residential structure. On May 13, 2016, Ms. Roth, and Greg Patchen and Mark Zweifler of ZP, attended a meeting of the BCNA, at which they presented information on CFL, renderings and detailed information on the proposed development. Topics discussed included: the traffic statement, architecture, landscaping, lighting and drainage systems. Duane Martin, the West Hartford Town Engineer, was present at the meeting and responded to some questions posed by attendees regarding the impact on traffic. Mr. Martin said that his initial concerns had been minimized after meetings with the development team and understanding the low intensity use by CFL. At the conclusion of the presentation, one of the members of the BCNA board suggested that the proposed development be discussed at an additional meeting of the BCNA at a future date. The recommendation was made that the meeting be held during the evening, so that more residents could attend, as morning meetings were not always convenient. A subsequent meeting has been scheduled for June 14, 2016 at 6:30 p.m. The applicant will send a letter to all of the recipients of the May 13th Neighbor Letter, inviting them to attend. A copy of the proposed letter is attached hereto as **Exhibit D**.

Exhibit A
(k)

ZP Group, LLC
998 Farmington Avenue, Suite 214, West Hartford, Connecticut 06107
(860) 982-0330 (Tel)

May 13, 2016

RE: 312 North Main Street, West Hartford, CT (the "Property")

Dear Neighbor:

ZP Group, LLC ("ZP") is the owner of 312 North Main Street, a vacant parcel of land on the east side of North Main Street located just south of the shopping plaza containing Walgreen's and Whole Foods (the "Property"). As the Property is currently zoned R-13, ZP Group purchased the Property with the intent to build on it a single-family home. ZP has since been approached by Julianne Roth, the managing member of Companions for Living, LLC ("CFL"), an existing West Hartford business, who asked if ZP could build on the Property a building that looks like a single-family home but could serve as CFL's administrative offices. The offices would be contained within a two and one-half story building consisting of approximately 3,360 square feet of professional office space.

Because the Property is located between a commercial property to its north and residential properties to its south and east, ZP and CFL believe that the Property is suitable for transitional professional office space. Accordingly, we (ZP and CFL) would like to pursue a change of zone for the Property from R-13 to Residential Office and then to a Special Development District ("SDD") so that the building to be constructed on the Property could be used for professional office space. The change of zone application would be accompanied by an application for a SDD that would restrict the type of use for the Property and would require any building to be residential in character.

CFL is an award-winning home care agency in West Hartford, which specializes in Memory Care; specifically, Alzheimer's care and other dementias. CFL has been in business for ten years, the last eight of which the business has been located in West Hartford. CFL currently leases space at 1216 Farmington Avenue. The company has steadily grown and will be unable to meet expansion needs in its current location; relocating its offices to the Property will allow an existing West Hartford business to remain in West Hartford.

Because CFL provides services within its clients' homes, it prefers to have its business offices located in a building that looks like a personal residence. Doing so serves two beneficial purposes: first, it allows families who are faced with the need to obtain home care for their elderly relatives a more comfortable environment within which to meet, and second, it provides a more realistic setting within which CFL can train its staff, who will be providing services in client homes.

Exhibit A
(k)

We have spent much time planning for this project and have engaged professionals to design a building that is consistent with the residential character of the surrounding community. We have engaged Jack Kemper Associates, a highly regarded local architect who has designed many fine homes and buildings in West Hartford, to design the building, which has been proposed as colonial in style and with many architectural features. Dian Barnes, a local landscape architect, has prepared a landscaping plan for the Property that addresses both aesthetic appeal and appropriate buffering of neighboring properties. We have also met numerous times with the Town's planning and engineering staff to discuss our proposal. As part of our preparation for the submittal of our application we have engaged a traffic engineer who has determined that any impact on traffic from the development of the Property will be insignificant. Furthermore, we have retained a professional engineer to design a site drainage system so that the development of the Property will not result in any increase of discharge of storm water off of the Property. A copy of a rendering of the proposed building as well as a copy of the proposed landscaping plan is attached.

We are interested in your thoughts and ideas about the proposed development and are happy to provide you with further information and details about the project. Please call Greg Patchen of ZP Group at (860) 982-0330 or email him at greg@jmatthewgroup.com with any questions you may have. Thank you.

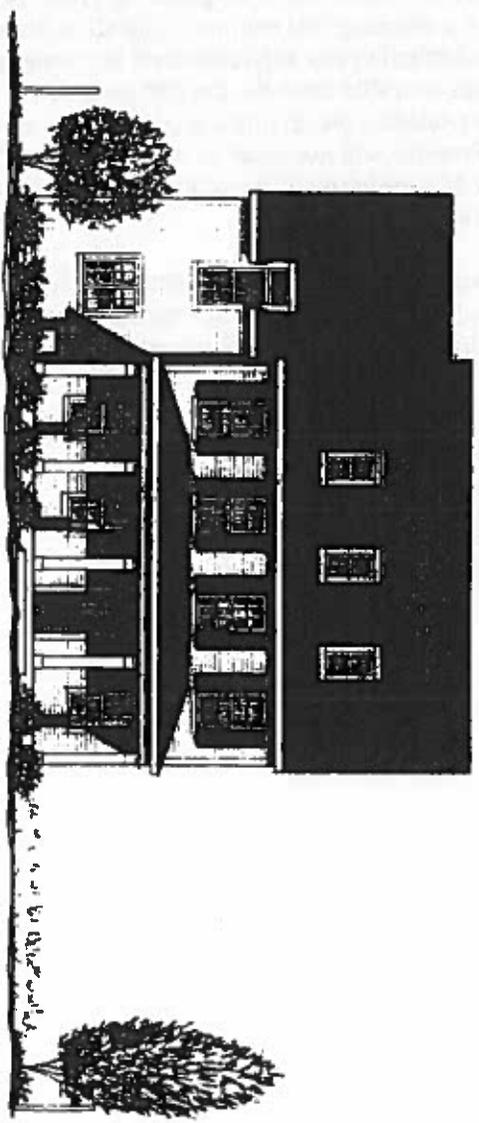
Sincerely,



ZP Group, LLC

Gregory G. Patchen, Member

Exhibit A



WEST ELEVATION



NORTH MAIN STREET ELEVATION

ARCHITECTURAL DRAWING
 PROJECT NO. 12345
 DATE: 10/20/2023
 SCALE: 1/8" = 1'-0"
 DRAWN BY: J. SMITH
 CHECKED BY: A. BROWN
 APPROVED BY: K. GREEN

SHEET NO. 1
 OF 1

NORTH MAIN STREET ELEVATION

WEST ELEVATION

KEMPER ASSOCIATES ARCHITECTS
 12345 MAIN STREET
 COLUMBIA, MO 65201
 TEL: 636-336-1234
 FAX: 636-336-5678
 WWW.KEMPERARCHITECTS.COM

Kemper Associates Architect
 12345 Main Street
 Columbia, Missouri 65201
 Phone: 636-336-1234
 Fax: 636-336-5678
 www.kemperarchitects.com

SHEET NO. 1
 OF 1

Exhibit B

ZP Group, LLC
998 Farmington Avenue, Suite 214, West Hartford, Connecticut 06107
(860) 982-0330 (Tel)

May 13, 2016

RE: 312 North Main Street, West Hartford, CT (the "Property")

Dear Neighbor:

ZP Group, LLC ("ZP") is the owner of 312 North Main Street, a vacant parcel of land on the east side of North Main Street located just south of the shopping plaza containing Walgreen's and Whole Foods (the "Property"). As the Property is currently zoned R-13, ZP Group purchased the Property with the intent to build on it a single-family home. ZP has since been approached by Julianne Roth, the managing member of Companions for Living, LLC ("CFL"), an existing West Hartford business, who asked if ZP could build on the Property a building that looks like a single-family home but could serve as CFL's administrative offices. The offices would be contained within a two and one-half story building consisting of approximately 3360 square feet of professional office space.

Because the Property is located between a commercial property to its north and residential properties to its south and east, ZP and CFL believe that the Property is suitable for transitional commercial uses such as professional office space. Accordingly, we (ZP and CFL) would like to pursue a change of zone for the Property so that a building to be constructed on the Property could be used for office space. The change of zone application would be accompanied by an application for a Special Development District ("SDD") that would restrict the type of use for the Property and would require any building to be residential in character.

CFL is an award-winning home care agency in West Hartford, which specializes in Memory Care; specifically, Alzheimer's care and other dementias. CFL has been in business for ten years, the last eight of which the business has been located in West Hartford. CFL currently leases space at 1216 Farmington Avenue. The company has steadily grown and will be unable to meet expansion needs in its current location; relocating its offices to the Property will allow an existing West Hartford business to remain in West Hartford.

Because CFL provides services within its clients' homes, it prefers to have its business offices located in a building that looks like a personal residence. Doing so serves two beneficial purposes: first, it allows families who are faced with the need to obtain home care for their elderly relatives a more comfortable environment within which to meet, and second, it provides a more realistic setting within which CFL can train its staff, who will be providing services in client homes.

We have spent much time planning for this project and have engaged professionals to design a building that is consistent with the residential character of the surrounding community. We have

Exhibit B

engaged Jack Kemper Associates, a highly regarded local architect who has designed many fine homes and buildings in West Hartford, to design the building, which has been proposed as colonial in style and with many architectural features. Dian Barnes, a local landscape architect, has prepared a landscaping plan for the Property that addresses both aesthetic appeal and appropriate buffering of neighboring properties. We have also met numerous times with the Town's planning and engineering staff to discuss our proposal. As part of our preparation for the submittal of our application we have engaged a traffic engineer who has determined that any impact on traffic from the development of the Property will be insignificant. Furthermore, we have retained a professional engineer to design a site drainage system so that the development of the Property will not result in any increase of discharge of storm water off of the Property. A copy of a rendering of the proposed building as well as a copy of the proposed landscaping plan is attached.

We are interested in your thoughts and ideas about the proposed development and would like to meet with you personally to answer any questions you may have. We are happy to meet with you at your home, or if you would prefer, a different location within West Hartford. Please call Greg Patchen of ZP Group at (860) 982-0330 or email him at greg@jmatthewgroup.com to set up a date and time which is convenient for you to meet. We look forward to the opportunity to discuss our proposal with you.

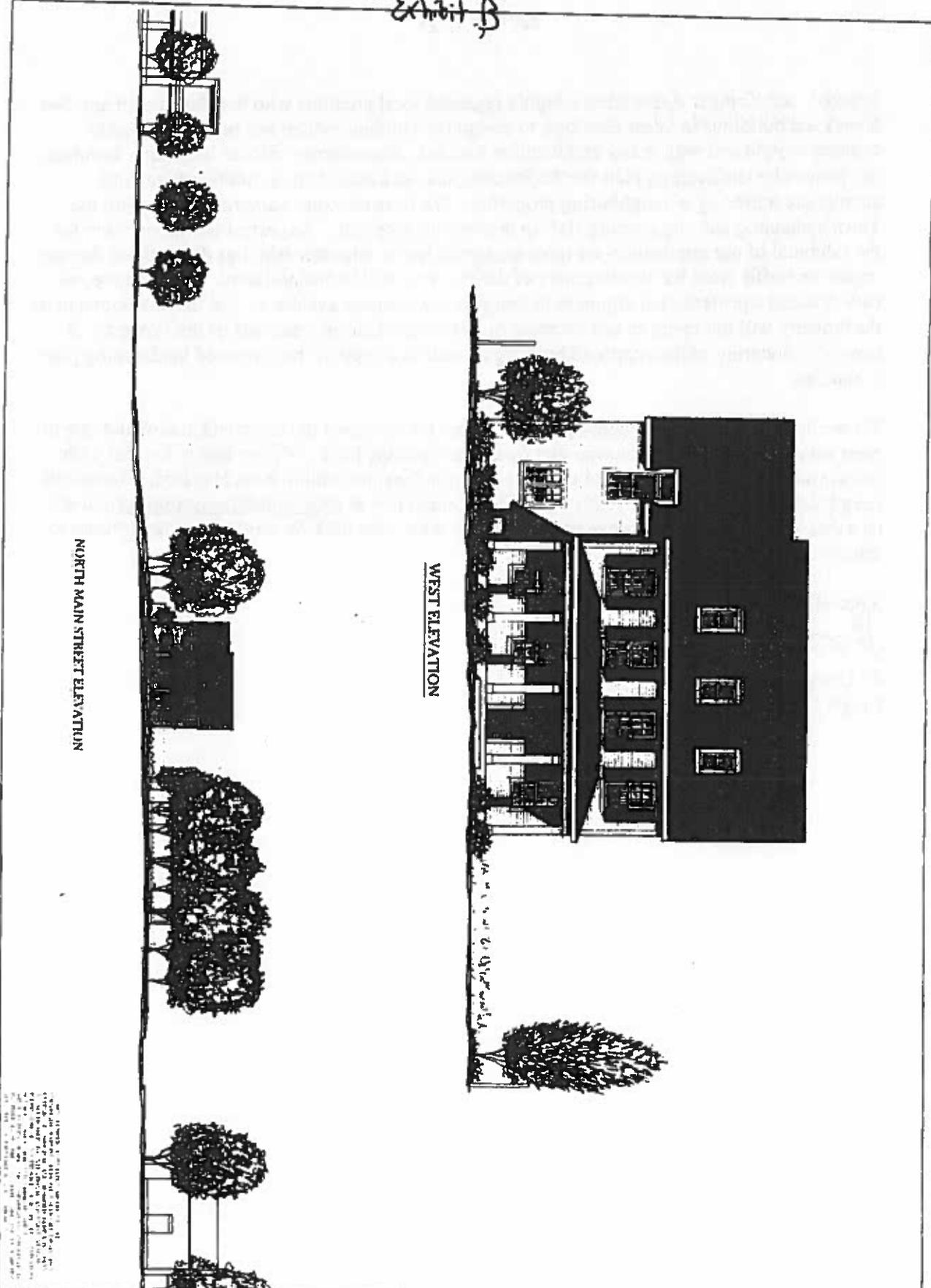
Sincerely,



ZP Group, LLC

Gregory G. Patchen, Member

Exhibit B



NORTH MAIN STREET ELEVATION

WEST ELEVATION

ARCHITECTURAL DRAWING
 NORTH MAIN STREET ELEVATION
 WEST ELEVATION
 SCALE: 1/8" = 1'-0"
 DATE: 10/15/11
 DRAWN BY: [Name]
 CHECKED BY: [Name]

10/15/11
 10/15/11

10/15/11
 10/15/11

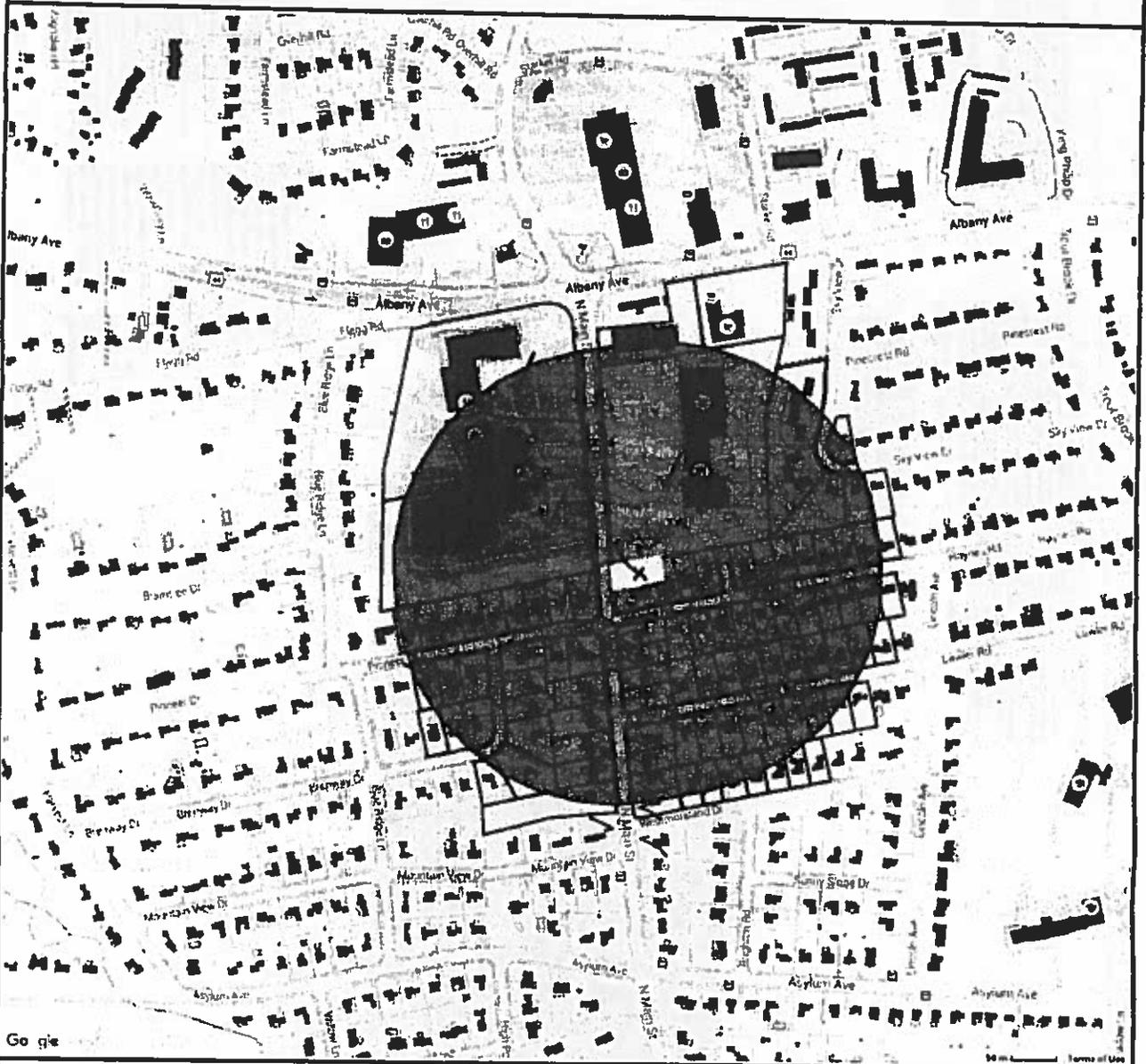
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10/15/11
 10/15/11

312 North Main St - 750' Abutters Map



Property Information	
Property ID	3836 2 312 0001
Location	312 NORTH MAIN STREET
Owner	ZP GROUP LLC

TOWN OF WEST HARTFORD

**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

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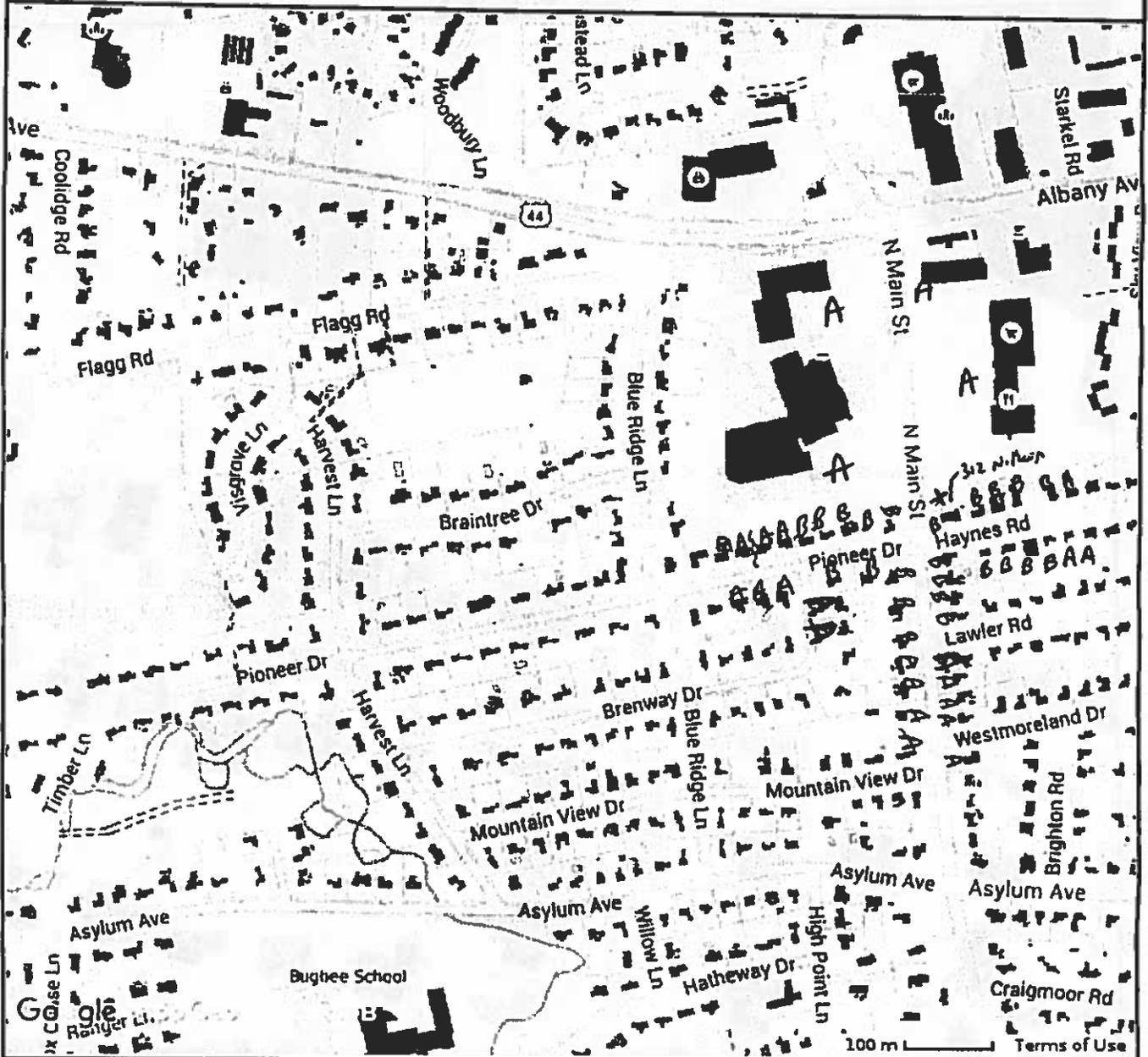
Parcels updated 5/22/2015
Properties updated Daily

Go to

50 m 1:50,000 Scale

Terms of Use

Exhibit C



Property Information

Property ID 3836 1 333 0001
 Location 333 NORTH MAIN STREET
 Owner E + A NORTHEAST LIMITED PARTNERSHIP



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Parcels updated 5/22/2015
 Properties updated Daily



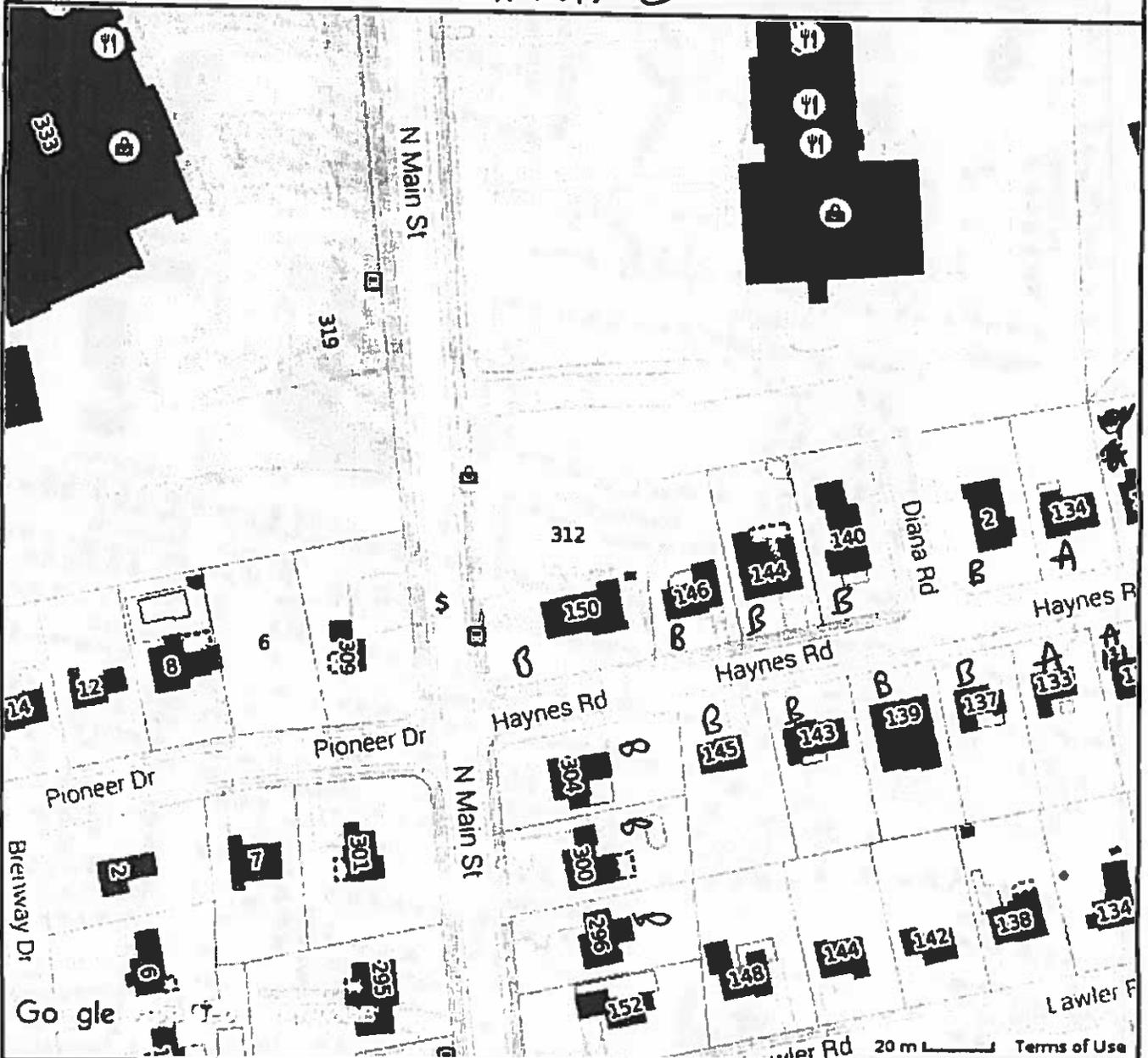
TOWN OF WEST HARTFORD

TOWN OF WEST HARTFORD

50 SOUTH MAIN STREET
 WEST HARTFORD, CONNECTICUT 06107-2485
 (860) 561-7555 FAX: (860) 561-7504
www.westhartfordct.gov

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Exhibit C



Property Information

Property ID 3836 2 312 0001
 Location 312 NORTH MAIN STREET
 Owner ZP GROUP LLC



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 Properties updated Daily



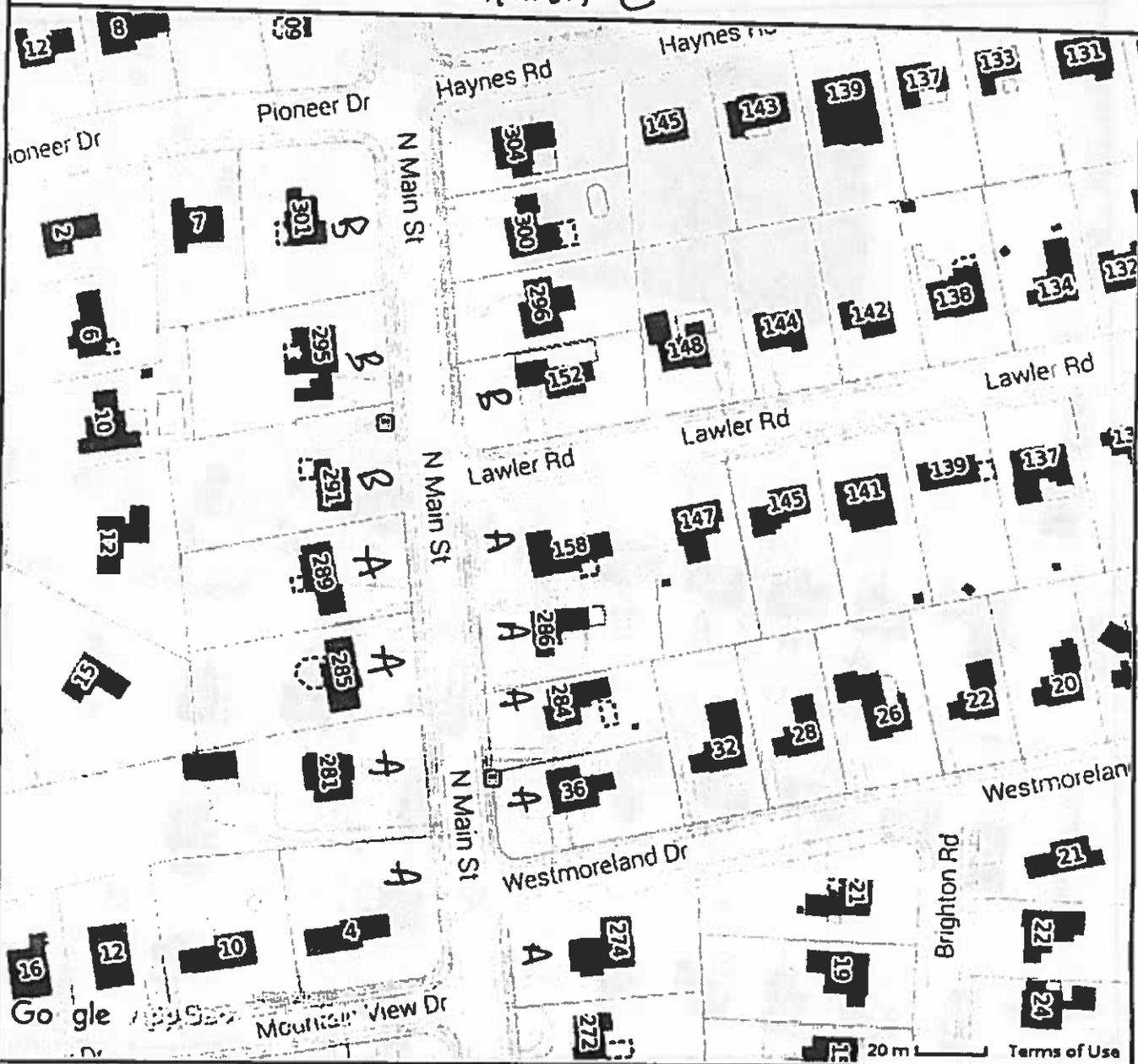
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Exhibit C



Property Information	
Property ID	3141 1 153 0001
Location	153 LAWLER ROAD
Owner	VIET CHAI

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 Parcels updated 5/22/2015
 Properties updated Daily

20 m Terms of Use



Exhibit C



Property Information

Property ID: 4281 2 14 0001
Location: 14 PIONEER DRIVE
Owner: ZHAO YUEYUN + HONGYUAN TANG



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Properties updated Daily

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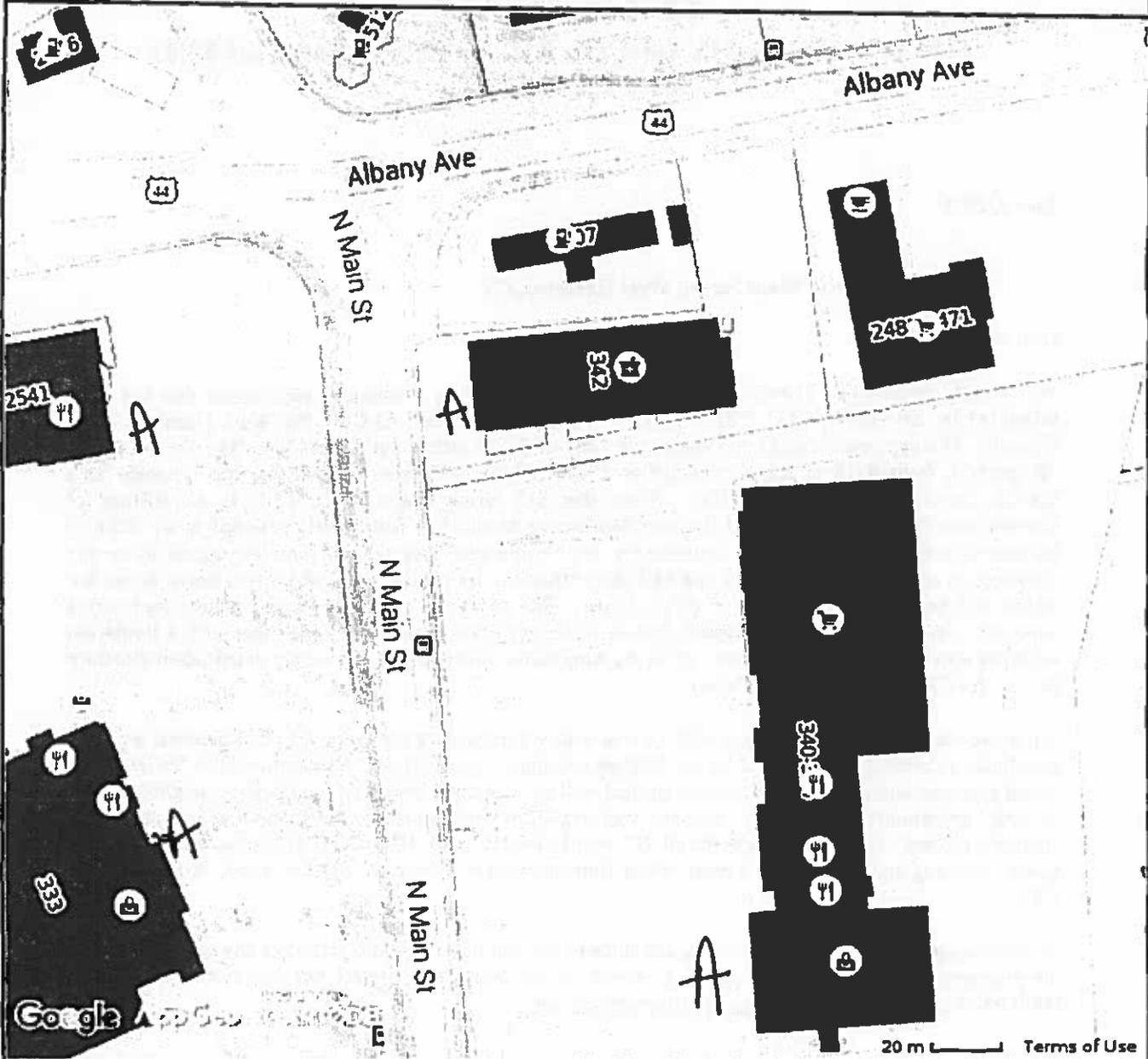
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Exhibit C



Property Information

Property ID 3836 1 333 0001
 Location 333 NORTH MAIN STREET
 Owner E + A NORTHEAST LIMITED PARTNERSHIP



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Parcels updated 5/22/2015
 Properties updated Daily



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ZP Group, LLC
998 Farmington Avenue, Suite 214, West Hartford, Connecticut 06107
(860) 982-0330 (Tel)

June 3, 2016

RE: 312 North Main Street, West Hartford, CT

Dear Neighbor:

We recently mailed you a letter dated May 13, 2016 regarding a land use application that has been submitted by ZP Group, LLC ("ZP") and 312 North Main Street, LLC to the West Hartford Town Council. The application seeks to change the zone of 312 North Main Street, West Hartford, CT (the "Property"), from R-13 to Residential-Office District (RO), and then to designate the Property as a Special Development District (SDD). (Note that 312 North Main Street, LLC is an affiliate of Companions for Living, LLC, and the two entities are hereinafter collectively referred to as "CFL.") Pursuant to the SDD, ZP and CFL (collectively, the "Applicants") are seeking land use approvals for the construction of a 3360 s.f., two and one-half story structure designed to look like a residential home but which will be used for professional office space. The RO zone does not require a proposed office structure to be residential in appearance; however, the Applicants have determined that such a limitation would be appropriate for this location. (It is the Applicants' intention that the newly constructed structure be used for CFL's professional offices.)

While we may have recently spoken with or met with you regarding the proposed development, we have scheduled a meeting to be hosted by the Bishop's Corner Neighborhood Association (the "BCNA") at which a presentation about the proposed project will be made and you, along with your neighbors, will have the opportunity to voice any concerns and/or ask the Applicants any questions that you may have about the project. The meeting with the BCNA will be held on June 14, 2016 at 6:30 p.m. at the Bishop's Corner Meeting and Conference Center, West Hartford Senior Center, 15 Starkel Road, West Hartford, CT.

We encourage you to attend this meeting and hope to see you there. Should you have any questions about the proposed project prior to the meeting, please do not hesitate to contact Greg Patchen by phone at (860) 982-0330 or by email at greg@jmatthewgroup.com.

Sincerely,

Gregory G. Patchen
Member of ZP Group, LLC



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