

**TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT**

LINDA M. PAINTER, AICP, DIRECTOR OF PLANNING & DEVELOPMENT

Memo to: Curt Hirsch, Mansfield Zoning Agent
From: Linda M. Painter, AICP, Director of Planning and Development
Date: June 28, 2014
Re: Zoning Permit Application, Storrs Center Phase 2
(File 1246-20)

Pursuant to the provisions of Article X, Section S of the Zoning Regulations, I have completed my review of the April 3, 2014 Zoning Permit application of Storrs Center Alliance LLC and have determined that, subject to the attached conditions of approval, the plans are in compliance with all applicable Zoning requirements. Accordingly, you are authorized to issue Zoning Permits for the subject Storrs Center Phase 2 buildings subject to incorporation of those conditions which do not involve immediate map revisions.

In the process of making this compliance determination, I note the following findings:

- The applicant's submission includes an 37 page set of architectural plans with an issue date of 4/1/2014 revised through 6/3/2014, as prepared by Humphreys and Partners Architects LP, a 28 page site plan set with an issue date of 4/3/2014 revised through 6/4/2014, as prepared by Langan CT Inc.,¹ and a comprehensive application packet dated 4/3/13 which contains a Statement of Use; documentation of public water and sewer service; statements of consistency with the PZC approved Preliminary Master Plan, Master Parking Study, Master Traffic Study, Master Stormwater Drainage Study, the Storrs Center Design Guidelines; and a Design Review Checklist and signed Design Certification. This information appropriately meets the submission requirements of Article X, Section S.5.c.
- Pursuant to the provisions of Article X, Section S.6.b.(ii), the Mansfield Downtown Partnership has conducted a public hearing and provided an appropriate opportunity for the submittal of public comment. On 4/23/2014, the Mansfield Downtown Partnership determined that the Zoning Permit application for the Phase 2 buildings and associated site work complies with the requirements of the Storrs Center Special Design District regulations and the Storrs Center Design Guidelines. This action was taken after consideration of public comments and a report from its Planning and Design Committee. The Director of Planning and Development attended the Downtown Partnership Public Hearing.
- The project was referred to the following departments/committees for review: Public Works/Engineering, Committee on Needs of Persons with Disabilities, Fire Marshal, Traffic Authority, Town Council and the PZC. Written comments were received from the Fire Marshal and Director of Public Works and are attached and incorporated into the conditions in this memo.

¹ Based on the approval of a Zoning Map Amendment adjusting required parking ratios for the project, the revised plans eliminated the parking structure option depicted on the original plans; as such, the approved plans are based on the surface parking lot option.

- All approval criteria contained or referenced in Article X, Section S.6.d, including Article V, Section A.5 and Article XI, Section C.3. have been addressed or will be addressed by conditions included in this Zoning Permit authorization.

Article X, Section S.6.e. authorizes the Director of Planning to add conditions deemed necessary to ensure compliance with all applicable regulatory requirements. The following conditions, except for those that require immediate plan revisions, shall be incorporated into the Zoning Permit approval for the Phase 2 buildings and site improvements:

1. **General Conditions Pursuant to Zoning Regulations (All Phase 2 Buildings & Site Improvements).**
 - A. Erosion & Sedimentation Control. During periods of construction, bi-weekly erosion and sediment control monitoring reports shall be submitted to the Zoning Agent and Inland Wetland Agent until disturbed areas are stabilized.
 - B. Foundation Footing Survey. Pursuant to Article XI, Section 4.d., no new foundation walls shall be constructed until certification from a licensed land surveyor is received by the Zoning Agent confirming that foundation footings are in approved locations.
 - C. Removal of Material. All material that will be removed from the project area in association with demolition activities shall be deposited in an appropriate location that has been approved for such deposition. All site demolition contractors shall be advised of this requirement.
 - D. Utilities. Unless specifically authorized by the Director of Planning and Development, all new utility lines shall be installed underground.
 - E. Plan Revisions. Pursuant to Article X, Section S.6.g of the Zoning Regulations, any proposed revisions to the submitted plans and associated application narratives and/or the proposed uses hereby granted Zoning Permit approval shall be submitted to the Director of Planning and Development for review and approval.
 - F. Local Approvals. All conditions of approval cited in the 10/1/07 Inland Wetland Agency license approval, as revised on 1/19/11, shall be met.
 - G. Construction Traffic. In addition to the information provided as part of the statement of use, the applicant shall be responsible for ongoing coordination with the Town of Mansfield with respect to management of construction traffic related to concurrent projects, including drainage work at the Post Office and completion of improvements on Charles Smith Way. The point of contact for this coordinated effort will be the Director of Public Works or his designee. If deemed necessary by the Director of Public Works, a more formal traffic management plan shall be developed for the approval of the Traffic Authority.
 - H. Common Interest Ownership. The proposed Common Interest Ownership arrangement is acceptable for Phase 2 subject to compliance with all applicable State requirements and incorporation of commitments made in the Zoning Permit application. A copy of the executed Common Interest Ownership documents shall be filed in the Mansfield Planning Office. The Common Interest Ownership documents shall specify who is responsible for maintaining the site improvements associated with the various buildings, including parking, landscaping, trash and stormwater facilities.
 - I. Parking.
 1. The revised parking inventory and analysis dated 5/20/2014 shall be updated to reflect the specific parking requirements for Phase 4 identified in the updated parking study provided as part of the Zoning Map Amendment for Phase 4. For simplicity, the demand and inventory for Phase 4 could be identified separately from the demand and inventory for the overall project. Additionally, to be consistent with the conservative approach taken to classifying

- existing uses (using the higher of the required parking ratios for businesses that could fit under different categories), Select Physical Therapy should be reclassified using the new medical office parking ratio. Based on my calculations, inventory will still exceed demand with these changes assuming the projected uses for phase 2 commercial uses are relatively accurate.
2. The revised parking inventory and analysis estimates demand for commercial uses in Phase 2 based on projected allocations of uses. In order to confirm the adequacy of parking for the final mix of commercial uses in Phase 2 buildings, no Certificates of Compliance for commercial spaces shall be issued until a more specific breakdown of commercial uses is provided for each building. The applicant is advised to request zoning approval of each commercial tenant as building permits are submitted for tenant fit-outs; an updated parking analysis shall be provided as part of those applications.
 3. It is noted that if additional parking is needed to support the commercial tenant mix or based on future demand (see condition 1.1.3 below), there appears to be room to expand the surface parking lot located to the east of Building VS-8/9 within the approved development boundary of the master plan. Such an expansion would require a separate zoning permit approval and would necessitate changes to the stormwater system as currently designed.
 4. Pursuant to the Zoning Map Amendment approved by the PZC on May 5, 2014, the following condition applies to availability of parking to support this phase as well as earlier phases of the project: *If parking demand and availability become a concern in the future, the Director of Planning and Development shall require the Master Developer to update the master parking study. The updated parking study shall be reviewed by the PZC as an amendment to the master plan. The PZC shall have the right to retain a third party consultant to conduct a peer review of the study as part of their review of the master plan amendment. The cost of the PZC's consultant shall be the responsibility of the developer. If the updated parking study demonstrates the need for additional parking, the developer shall be responsible for constructing the additional parking at their own expense.*
- J. Lighting. A lighting package shall be submitted for review and approval by the Director of Planning and Development prior to installation of exterior fixtures on all buildings.
 - K. Commercial Storefront Areas. All designs for commercial storefront areas, including **signage, lighting, awnings, outdoor seating and other features** to enhance the streetscape, shall be submitted for approval by the Director of Planning and Development or her designee prior to issuance of building permits. Individual commercial spaces may also need approval from the Eastern Highlands Health District. Any internal layouts that would impact storefront windows (such as placement of equipment, interior partition walls, etc.) shall require approval of the Director of Planning and Development.
 - L. Colors. Final building colors including the storefront and trim color palette shall be subject to review and approval by the Director of Planning and Development.
 - M. Foundation Permits. Foundation permits may be issued in advance of submission and approval of revised site and architectural plans. No other building permits shall be issued until the changes required to site and architectural plans have been approved by the Director of Planning and Development and it is confirmed that the Phase 2 improvements are acceptable to all federal and state agencies who have granted permit approval for the entire Storrs Center project.
 - N. Damage to Town Sidewalks/Streetscape. Any damage done to existing sidewalks and streetscapes during construction, including replacement of street trees, shall be repaired to the satisfaction of the Town Engineer prior to issuance of Certificates of Compliance for any building.

2. **General Conditions Pursuant to Zoning Regulations (Building VS-2)**
 - A. Storrs Road Pedestrian Access. Storrs Road pedestrian access shall be maintained during construction of VS-2 through use of pedestrian shed and other techniques.
 - B. Survey Monumentation. No Certificates of Compliance shall be approved until the monumentation for this lot and the lot to the north has been completed with Surveyor's Certificate.
 - C. Shared Use Agreement. Prior to issuance of a Certificate of Compliance, provide a copy of an executed shared-use agreement for the driveway and trash compactor that will be shared by TS-3 and VS-2.

3. **General Conditions Pursuant to Zoning Regulations (Building VS-5/6 and associated access driveway/parking area to the west of the building)**
 - A. Coordination with Storrs Commons. Construction of the rear access drive and parking area shall be coordinated with the owner of Storrs Commons. Prior to approval of a Zoning Permit for vertical construction, the applicant shall submit written approval of the owner of Storrs Commons for the improvements depicted on the Storrs Commons property and authorization for the trash collection company to utilize a portion of the access drive on the Storrs Commons property for turning movements needed to access the trash compactor.

4. **General Conditions Pursuant to Zoning Regulations (Buildings VS-8/9 and 10, Surface Parking Lot and Related Stormwater Improvements)**
 - A. Erosion and Sedimentation Control. Due to the proximity of these site improvements to wetlands, no permit for construction of the surface parking lot and associated stormwater improvements shall be issued until the owner/developer has provided a \$5,000 financial guarantee and executed a bond agreement with the Town.
 - B. UConn Approval. No permits shall be issued for construction of the parking lot and associated stormwater improvements until written authorization is provided from the University of Connecticut for construction on the portion of the property still owned by UConn or sale of the property to the developer; whichever occurs first.
 - C. Certificates of Compliance. No Certificates of Compliance shall be issued for Buildings VS 8/9 and 10 until the following conditions have been met.
 1. Roadway Acceptance. The access roadway and associated stormwater improvements have been completed and accepted by the Town or a financial guarantee has been provided and accepted by the Town. See Condition 5 below.
 2. Maintenance Plan. A maintenance plan for the permeable surface shall be submitted for review and approval by the Directors of Planning and Development and Public Works.
 3. Lighting. A revised lighting plan for the parking lot shall be submitted for approval by the Director of Planning and Development.

5. **General Conditions Pursuant to Zoning Regulations (New Roadway & Stormwater Improvements to be dedicated to the Town)**
 - A. Streetscape. Final design of the eastern and southern sides of the access road may be revised based on plans for Phase 3 and coordination with the developer of VS-11. Revisions shall be subject to the approval of the Directors of Planning and Development and Public Works. A minimum clear sidewalk width of 5 feet shall be provided as part of any revised design.

- B. Street Construction. The street shall be constructed in accordance with the Town's *Engineering Standards and Specifications Ordinance*.
- C. Warranty Deed. The developer shall provide a warranty deed running from the record owner to the Town, free and clear of all encumbrances except easements, for the street, together with, as appurtenant to such street, all utility, access and other easements as shown on the final plan. In reviewing and approving the deeds and easements, the Town shall have the right to require title certifications, the release, or where applicable, subordination of all liens and encumbrances and any other related information that may be required by the Town Attorney. All deeds must be acceptable to the Town Attorney and shall refer to maps by title and to road stationing where necessary for Town acceptance of public streets. Such deed shall be held in escrow by the Town to be recorded on the Town Land Records upon acceptance of by the Town of the road, and in no case shall the acceptance of any such deed by board or commission, official agent, or employee of the Town be deemed an acceptance of such street by the Town.
- D. As-Built Plans. The developer shall have his engineer prepare as-built public improvements and utilities maps which show all public improvements and utilities as constructed and installed. Such maps shall be based on information provided by the Director of Public Works or his designee, utility companies and the developer's engineer. As-built plans shall be on Mylar and filed with the Department of Public Works.
- E. Roadway Acceptance. Approval of the Phase 2 plans shall not be deemed to constitute or affect an acceptance of any street or public improvement by the Town. Final acceptance of the new access road wrapping around the east side of Buildings VS 8/9 and VS-10 is subject to the approval of the Planning and Zoning Commission and the Town Council. The request for roadway acceptance should include a street name that does not duplicate or closely approximate in spelling or sound existing street names in Mansfield or any adjoining city or town. Should the Town not accept the roadway, it shall become a private road maintained by the owner.

6. Conditions Pursuant to Storrs Center Design Guidelines.

- A. Site Plan Revisions. To address regulatory approval criteria and applicant commitments, the following revisions noted below shall be incorporated onto the final site plans. All final plans shall be signed and sealed by the responsible professionals.
 - 1. *Turning Radii.* The Fire Marshal has requested a minimum 25 foot inside turning radius throughout the project (see attached memo). While the Storrs Center Design Guidelines recommend a turning radius of 15 feet (Section 2.5.4.d); however, the guidelines also provide an alternative for instances where a radius of greater than 15 feet is required: use of a flush mounted curb and surface area set into the street to articulate a radius of or less than 15 feet. The applicant shall work with the Fire Marshal to revise the site plans to meet both fire access and design guideline requirements related to turn radius.
 - 2. *Sheet CD-CS101 (Site Plan East).*
 - Revise sidewalk on south side of access road to have a minimum 5-foot wide clear pedestrian width. This could potentially be accomplished by shifting the northern side of the street closer to VS-10 and/or reducing the lane width to 11 feet as allowed by the Design Guidelines. It is recommended that the applicant submit a sketch of the proposed change for review by Planning, Engineering and Fire prior to submitting a full set of revised plans.
 - Add street lights to south and east sides of access road, while maintaining 5-foot wide pedestrian access along the sidewalk. As noted in Condition 5A above, final details for the

eastern and southern sidewalk/streetscape areas shall be coordinated with design of Phase 3 and VS-11.

- Add street trees to the southern side of the access road.
 - Revise details for western and southern sides of access road to use tree grates to maintain needed pedestrian access width on sidewalk.
 - Revise trash enclosure location and size for Educational Playcare dumpster. Current enclosure is too close to a street tree and appears to be undersized for a dumpster. Sizing should be coordinated with trash collection company and include space for recycling containers.
 - Add screening details/fence for compactor location.
 - Revise compactor site details to be consistent with requirements contained in June 7, 2014 letter from Willimantic Waste Paper Company to Michele Tompkins (fence location, gate size, and load-bearing capacity of concrete pad and access apron.)
 - Add a 'two-hour only' sign under sign C for public handicap space signs. (This limitation would not apply to private handicap spaces)
3. *Sheet CD-CS102 (Site Plan West)*.
- Add a 'two-hour only' sign under sign B for public handicap space signs.
 - Revise compactor site details to be consistent with requirements contained in June 7, 2014 letter from Willimantic Waste Paper Company to Michele Tompkins (fence location, gate size, and load-bearing capacity of concrete pad and access apron.)
 - Revise dumpster enclosure detail to include space for recycling dumpster or containers.
4. *Sheet CD-CE501*. Show compacted backfill on flow side of silt fencing and hay bales; silt fence stake should be at 80 degrees on flow side, not straight up as shown. Add name and contact information for person responsible for erosion and sedimentation control plan implementation and notes regarding E&SC maintenance schedule inspections and contingency plans.
5. *Sheet LP-101 (Landscape Plan East)*. Add shrubs and or fence to screen south and west sides of parking lot and revise plant schedule to increase planting size of Douglas Firs to 8-10 feet.
6. *Sheet LP-502 (Landscape Details II)*. Add tree pit detail for pits with tree grates for use on western and southern sides of new access road around Buildings VS-8/9 and VS-10. Also eliminate reference to Fire Lane for Detail (2); that detail applies to a utility access.

B. Architectural Plan Revisions. To address regulatory approval criteria and applicant commitments, the following revisions noted below shall be incorporated onto the final architectural plans. All final plans shall be signed and sealed by the responsible professionals.

1. *Materials*. The June 2, 2014 letter from the architect in response to initial plan review comments indicates attachment of a catalogue depicting metal reglet siding; no catalogue was received. Please provide with final plan submission.
2. *Sheet CS* – Correct reference to Town of Mansfield (not City)
3. *Structural Awnings/Canopies (Building VS-5/6)*. Structural awnings/canopies on Sheets A.4.28 and A.4.29 appear to have been raised, contrary to previous recommendations to bring down to pedestrian scale. Revise plans to lower to more appropriate height.
4. *Structural Awnings/Canopies (Building VS-8/9 and 10)*. Structural supports for the aluminum canopies/awnings must be at least 8 feet above the sidewalk.
5. *Building VS 5/6 North Elevation*. The northern elevation on Sheet A.4.29 does not match the first floor plan for Building VS-5/6; an entrance onto Royce Circle is depicted on the elevation but not on the floor plan. The floor plan shall be revised to match the elevation. Sheet A1.01

shall be revised to match sheet A5.01, particularly with regard to the south elevation (no storefront windows are depicted on the floor plan, but are shown on the elevation.)

6. *Building VS 5/6 West Elevation.* Revise the northern end of the western elevation (Sheet A.4.27, elevation 2) to include the horizontal detailing that broke up the vertical mass of the building north of the stairwell (see original 4/1/2014 plans).
7. *Building VS-8/9.* Elevations are still showing a 'wavy line' on the cornice that per the architect's 6/2/14 letter was to be removed. Either clarify what this line is intended to depict or remove in accordance with previous correspondence.
8. *Building VS-10 East Elevation.* Windows were added to the east elevation as previously recommended to help break up the blank vertical mass; however, the windows are out of proportion and do not seem to relate to the rest of the façade. Revise windows to be more consistent with the rest of the façade.

Please let me know if you have any questions regarding this report and the listing of approval conditions. If additional information is received regarding the subject conditions or it is determined that wording revisions are necessary to clarify requirements, I will reconsider the conditions.

Cc: Storrs Center Alliance, LLC
Mansfield Downtown Partnership Inc.
Mansfield Planning and Zoning Commission
Mansfield Traffic Authority