



TOWN OF MANSFIELD
SPECIAL TOWN COUNCIL MEETING
MONDAY, February 26, 2007
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.

AGENDA

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EXECUTIVE SESSION

SPECIAL MEETING- MANSFIELD TOWN COUNCIL
FEBRUARY 12, 2007

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 6:00 p.m. in the Council Chambers of the Audrey P Beck Building. The purpose of the meeting was to hear a presentation on Preparation of a Quality Budget.

Town Manager Matthew Hart introduced the presentation stating that the Council has expressed an interest in participating earlier in the budget cycle. Past practice has been for the Council to review the budget after the Departments have made their request and the Town Manager and Financial Director have reviewed those requests. Starting next year the Council will start reviewing the budget in the fall in order to shape the budget to support the policy goals of the Council.

Finance Director Jeffrey Smith and Controller Cherie Trahan reviewed the criteria found in all good budget documents.

The Policy Document should include long and short-term goals, policies and priorities. Mr. Smith commented that this aspect of a budget is probably the most important and perhaps the Town's weakest. The Strategic Planning process should assist the Town in identifying goals and objectives. The budget document should be tied to these goals and the mission statement should promote the budget.

The Financial Plan should include all revenues, expenditures and other financial sources for the current year and the proposed budget year. Projected changes in fund balances, debt obligations, all capital expenditures and basis of funding should be part of the budget proposal. Mr. Smith explained the Town's use of Pequot money for one-time expenditures and support of obligations like retirement funding. The Town uses modified accrual as a basis for budgeting, which is the suggested norm for municipalities nationwide.

The Operations Guide should describe the activities in the town, provide objective measures of progress and an organizational chart. Mr. Smith noted that currently the Town has only rudimentary measures on which to judge performance.

The Communications Device describes the budget process, the effect of strategic planning on the budget and process, procedures for amending the budget, descriptive tables, charts schedules and the like, a table of contents and a glossary. The Mansfield Town Budget document includes these items.

Council members discussed the importance of budget hearings and forums for the public. The meeting was adjourned at 7:10 p.m.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

SPECIAL MEETING-MANSFIELD TOWN COUNCIL
FEBRUARY 12, 2007

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 7:30 p.m. in the Council Chambers of the Audrey P. Beck Building.

I. ROLL CALL

Present: Clouette, Hawkins, Koehn, Paterson, Paulhus, Schaefer
Absent: Blair, Haddad, Redding

II. APPROVAL OF MINUTES

Mr. Schaefer moved and Mr. Paulhus seconded to approve the minutes of the January 22, 2007 meeting.
Motion so passed.

III. MOMENT OF SILENCE

Mayor Paterson requested a moment of silence in honor of and respect for our troops around the world.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Charles Eaton, 89 Lorraine Drive, addressed the Council regarding a number of crosswalks in the Town, which are a source of concern. These include the Hanks Hill and Route 195 intersection; the Route 275 crosswalk between the Community Center and Mansfield Apartments; the Eastwood and Westwood Road area; and North Eagleville Road. He suggested that all of these areas would benefit from increased lighting, stoplights with pedestrian signals or changes to the crosswalks. Mr. Eaton also urged the Council to support a sidewalk from Maple to Separatist Road, completion of the area between Route 195 along Route 275 and the Hunting Lodge Road area. He felt that education of both pedestrians and drivers is important and asked the Council to work with the Department of Transportation to effect these changes. Mr. Eaton also expressed support for the Community Center noting that the facility is busier than ever and that Town support of the health of its citizens is important. He also applauded Ms. Koehn for the energy lighting booth at the Winter Fest and Curt Vincente for the event itself.

V. PUBLIC HEARING

1. An Ordinance Concerning Property Tax Relief for Certain Elderly Homeowners

Kevin Grunwald, Director of Social Services, and Irene La Pointe, Assessor, presented an overview of the objectives, benefits and eligibility requirements for the proposed ordinance. Ms. La Pointe described the three programs that would be available with the adoption of this ordinance, the State Circuit Breaker, the Local Circuit Breaker and the Local Freeze. The Local Freeze tax program would place a lien on the property and once the property transfers ownership the Town will collect the total amount of the tax relief granted, plus 5% interest. In response to questions regarding the short residency eligibility requirements of the program, Town Attorney Dennis O'Brien stated that residency requirements raise constitutional concerns.

Mr. Clouette asked if the participating taxpayer will receive an annual statement showing their current liability. Ms. La Pointe will check with the Tax Collector.

A citizen from Stafford Road complained that he is having a problem paying his real estate tax and said he was told that there was no assistance available. Mayor Paterson asked him to contact Sheila Thompson in the Social Service Department.

Mayor Paterson requested that Items Number 7 and 8 under New Business be moved to the next items on the agenda.
By consensus the Council agreed to the request.

7. Presentation from HeartSafe

In recognition of Mansfield's public placement of automated external defibrillators (AEDs), training of community residents and the equipping, training and staffing of emergency responders, the Connecticut Department of Public Health in collaboration with the American Heart Association has designated the Town a HEARTSafe Community. Gary St Amand was on hand to present the award to the Town. Matthew Hart, Town Manager, thanked the staff for their efforts, especially the work of Fran Railoa.

8. Presentation from HomeConnecticut

David Fink, Executive Director of the HomeConnecticut Program, outlined the proposed legislation for the Council. The bill presented to the Legislature is similar to one currently operating in Massachusetts and will be voluntary. Towns will be able to create overlay zones that will allow higher density development with 20% of units set aside for affordable housing. In return the state will provide financial incentives to the towns including school cost reimbursement, infrastructure aid, cash payments and technical assistance. Mr. Fink urged Council members to contact their

legislators in support of the program. Mr. Schaefer questioned the reliability of the state to make the promised payments to the towns. Mr. Fink explained that the payment obligations are in the form of promissory notes from the state. Mr. Clouette asked how this program would interface with the Housing Authority. The program is designed to allow Housing Authorities to qualify if the rehabilitation covers 50% of the facility.

The Council will contact their elected representatives in support of the program.

VI. OLD BUSINESS

2. An Ordinance Concerning Property Tax Relief for Certain Elderly Homeowners

Mr. Clouette moved and Mr. Paulhus moved to adopt An Ordinance Concerning Property Tax Relief for certain Elderly Homeowners, dated February 12, 2007, and which ordinance shall become effective 21 days after publication in a newspaper having circulation within the Town of Mansfield.

Motion so passed.

3. Community/Campus Relations

The Mayor and staff interviewed four finalists for the position of Director of Off Campus Services and their recommendations were passed on to the University through the Town Manager who is a member of the search committee. The Mayor noted that during the interviews many innovative ideas were discussed.

4. Community Water and Wastewater Issues

Town Manager Matthew Hart will report back to the Council after the next meeting.

5. Issues Regarding the UConn Landfill

Rob Miller, Eastern Highlands Health District, has invited the project manager from the Department of Environmental Protection to attend a future Council meeting in order to brief members on the long term monitoring plan.

6. Assisted/Independent Living Project

Mr. Schaefer moved and Mr. Paulhus seconded to approve the following resolution.

A. RESOLUTION TO ESTABLISH AND ISSUE CHARGE TO ASSISTED/INDEPENDENT LIVING ADVISORY COMMITTEE

WHEREAS, the Town Council wishes to recruit and select a qualified developer to construct and operate an independent/assisted living facility within the Town of Mansfield; and

WHEREAS, the Town Council desires to establish an Advisory Committee to assist with this task:

NOW, THEREFORE BE IT RESOLVED THAT:

A nine-member Independent/Assisted Living Committee is established for an indefinite term and is authorized to perform the following charge:

1. Make best efforts to keep the public informed of the status of the developer selection process, and solicit public comment when appropriate. Such efforts could include conducting one or more public information meetings, and maintaining a project status report on the town's website.
2. Review draft request for qualifications (RFQ) prepared by staff and finalize the document.
3. Identify an inclusive list of potential developers and distribute the RFQ to them along with a copy of Brecht Associates' Market Analysis. (The RFQ shall be posted on the Town's website as well.)
4. Review the responses to the RFQ and select a "short list" of developers. Interview selected developers (in a closed process), who shall be asked to make a presentation and respond to relevant issues/questions including, but not limited to, the following:
 - Vision for an independent/assisted living facility: relevant experience with other projects that the developer has been involved with that are similar including both completed and planned projects, and an overall description of the developer's approach to the planning, financing, state and land approval processes and requirements, construction, marketing and operation of the facility.
 - Proposed scope of services, including experience with the delivery of services that will be provided under the umbrella of this facility. Innovative ideas are encouraged, including services that may be offered to non-residents of the

facility, and can include partnerships or collaborations with other organizations.

- Understanding of the recommendations of the market analysis as they pertain to the needs and interests of seniors and their ability to afford this type of facility. Proposals for setting aside a designated number of units, as “affordable” will be encouraged. Included in this should be a demonstration of an understanding of the importance of UConn in this community, along with any potential role that they may play.
 - Timing of anticipated approval process and start of construction: descriptions of phases (if contemplated), and expectations for occupancy.
 - Expectations/proposals for site selection and/or site acquisition and associated zoning requirements.
 - Collaboration: willingness and interest in working cooperatively with key stakeholders including the Town, university, and seniors in the planning, implementation and ongoing operation of the facility.
 - Innovation: creative ideas for the development and use of the facility including innovative designs, marketing, shared use of space and promotion of the facility as a resource for seniors in this area.
5. Based on the responses to the RFQ and refinement of site selection options, ask one or more qualified developers to respond to a Request for Proposal (RFP) for this project. If more than one qualified developer is identified, review the proposals, rank those organizations, and interview representatives from the top-ranked organization(s) to confirm their qualifications, interests and commitment to the project. References shall be checked at this time.
6. Based upon the results of the RFP process, recommend to the Town Council one or more qualified developers for further consideration. (The Town Council shall interview the qualified developer(s), and appoint a preferred developer. At this point, the Town Council and the preferred developer shall agree upon a scope of services that will become the basis of an agreement between the Town and the preferred developer.)

Motion so passed.

Mr. Clouette moved and Mr. Schaefer seconded to approve the Section B of the resolution.

B. RESOLUTION TO APPOINT MEMBERS OF THE ASSISTED/INDEPENDENT LIVING ADVISORY COMMITTEE

WHEREAS, the Town Council desires to appoint an Assisted/Independent Living Advisory Committee to assist with the recruitment and selection of a qualified developer to construct and operate an assisted/independent living facility within the Town of Mansfield:

NOW, THEREFORE, BE IT RESOLVED TO:

Appoint an Assisted/Independent Living Advisory Committee with the following individuals as its members:

- 1) Jane Ann Bobbitt, Coalition for Assisted Living
- 2) John Brubacher, Mansfield Senior Center Association
- 3) George Cole, Senior At-large
- 4) Kevin Grunwald, Director of Social Services
- 5) Matthew Hart, Town Manager
- 6) Nancy Sheehan, University of Connecticut, Department of Human Development and Family Studies
- 7) Gregory Padick, Director of Planning
- 8) Susanna Thomas, Commission on Aging
- 9) UConn Representative, School of Nursing

Ms. Koehn questioned how the members of the Committee were chosen. The Town Manager noted that under the process previously presented to the Council most of the positions were enumerated. Mr. Clouette reported that the Committee on Committees did review the positions and the names. Mr. Hawkins noted that the Committee on Committees added the public input section to the resolution so the process would encourage public input.

Motion so passed.

VII. NEW BUSINESS

7. Presentation from HeartSafe

See above

8. Presentation from HomeConnecticut

See above

9. Registrar and Deputy Registrar Compensation

As a result of discussions regarding the proper base, method for automatic increases and amount of the raise for the Registrars of Voters, by consensus the Council agrees to have staff reexamine the issue and report back.

10. Fats, Oil and Grease Pretreatment Ordinance

Mr. Clouette moved and Mr. Hawkins seconded, effective February 12, 2007, to schedule a public hearing for 7:30 p.m. at the Town Council's regular meeting on February 26, 2007, to solicit public comment regarding the proposed Fats, Oils and Grease Pretreatment Ordinance.

Motion so passed.

11. Pedestrian Safety on Local Roads and Crosswalks

Matthew Hart, Town Manager, stated that UConn and the Town are working in concert to find immediate and long-term solutions to the problem of pedestrian safety.

Lon Hultgren, Director of Public Works, reminded the Council that the Town has no jurisdiction over the state roads. However, with the recent tragedies there seems to be a window of opportunity during which the DOT might be willing to address pedestrian safety. Council members will contact their legislators to request assistance in reinforcing the importance of pedestrian safety and the special problems UConn presents to the community. In response to questions Mr. Hultgren stated that the town will request additional lights where appropriate and that the DOT will repaint crosswalks when called. The Traffic Authority will look at the sidewalk priorities and see if they should be changed.

Members were in agreement that Route 195 is both a state highway and a Main Street and is therefore a special situation.

VIII. DEPARTMENTAL REPORTS

IX. REPORTS OF COUNCIL COMMITTEES

Ms. Koehn reported that the Personnel Committee reviewed the classification of three positions and the Town Manager's goals at the last meeting.

X. REPORTS OF COUNCIL MEMBERS

Mayor Paterson reported that the first Winter Fest was a success and thanked Curt Vincente, Sara-Ann Chaine and Cynthia van Zelm on a great job.

Mr. Paulhus and Ms. Koehn attended the League of Women Voters breakfast where healthcare and transportation were addressed.

XI. TOWN MANAGER'S REPORT

Attached

Sara-Ann Chaine will email members to determine the best time for the annual financial retreat and the Finance Committee meeting.

The Traffic Authority is reviewing a number of possibilities for the Depot Road situation.

The first electronic e-mail Mansfield Record has been published.

XII. FUTURE AGENDAS

XIII. PETITIONS, REQUEST AND COMMUNICATIONS

12. American Planning Association ' In Housing, Smaller is Big'
13. Connecticut Conference of Municipalities re: Governor's Proposed State Budget
14. Chronicle '*Council Airs Concerns to Legislators*'
15. Chronicle '*Editorial: Austin's Presidency Improved UConn*'
16. Chronicle '*It Was a Very Busy 2006 for Mansfield Residents*'
17. Chronicle '*Storrs Center Project Moves Closer to Reality*'
18. Community Energy re: Town of Mansfield Renewable Energy Purchase
19. Connecticut Clean Energy Fund re: Clean Energy Campaign
20. Daily Campus '*Mansfield Goes Solar*'
21. M. Hart re: Notice of Comparative Evaluation North Campus Master Plan EIE
22. Hartford Courant '*State Police Leader Selected*'
23. Hartford Courant '*Smart To Invest in Storrs*'
24. L. Hultgren re: HB5519 An Act Concerning Funding For the LOCIP Fund
25. Mansfield Discovery depot re: Invitation to Read
26. Mansfield Record
27. New York Times '*Rural Colleges Seek New Edge and Urbanize*'
28. W. Stauder re: Public Safety Committee Annual Report for 2006
29. VNA East re: 2nd Quarter Statistics for Fiscal Year 2007

XIV. EXECUTIVE SESSION

Mr. Paulhus moved and Mr. Schaefer seconded to move into Executive Session.

Motion so passed.

Present: Clouette, Hawkins, Koehn, Paterson, Paulhus, Schaefer
Also Present: Matthew Hart, Town Manager, Dennis O'Brien, Town Attorney

Issue: Pending Litigation

XV. ADJOURNMENT

Mr. Paulhus moved and Mr. Schaefer seconded a motion to adjourn the meeting at 9:55 p.m.

Motion so passed.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

Memo

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Town Employees
Date: February 12, 2007
Re: Town Manager's Report

Below please find a report regarding various items of interest to the Town Council, staff and the community:

- Assistance to Firefighters Grant Award – I am pleased to announce that the town's application to this program was approved in an amount of \$194,740, including our local match of \$9,737. The grant funds will be used to upgrade self contained breathing apparatus (SCBA), to obtain equipment for the respiratory protection program, and to purchase new personal protective equipment (PPE). I commend Chief Dagon and all the staff who worked on the application. This funding will be put to good use.
- Economic Development – I have asked a colleague of mine to make a presentation to the Town Council regarding the elements of a sustainable economic development program for a small town such as Mansfield. I will schedule this presentation for one of the next few Council meetings.
- Finance Committee – the Finance Committee needs to meet to review the quarterly financial statements as well as the Comprehensive Annual Financial Report (CAFR). We would like to schedule this meeting for 6:30 PM on Monday, February 26, 2007, prior to the Town Council meeting later that night, if this date and time are acceptable to the Finance Committee members.
- Financial Retreat – if the majority of Town Council members are available, staff and I would like to conduct our annual financial retreat on Saturday, February 24, 2007, from 9AM – 12 noon. At the retreat, we will review the town's current financial position, as well as key issues for the upcoming budget year.
- Library Associate – I am pleased to announce that Ms. Patricia McMullan has been promoted to the position of Library Associate, and I wish Pat all the best in her new endeavor.

- Community CPR Classes -- Learn to save a life at the Mansfield Community Center! The Mansfield Parks and Recreation Department is holding American Red Cross community Adult, and Infant and Child CPR courses updated with the latest science for emergency cardiovascular care. These courses will meet most of the various training needs of those in the workplace, schools or community settings, or for individuals, parents, or home care givers as well. Certifications are valid for one year and all course materials are included. Upcoming classes begin in March. Please look at our winter brochure or check us out on the web at www.mansfieldct.org <<http://www.mansfieldct.org/>> for a complete listing of classes and available times. Call 429-3015 ext. 0 for more information. Non- Residents Welcome!
- Metaphysics and the New Age: An Introduction -- Mansfield Parks and Recreation will sponsor this class about the "New Age." What is metaphysics anyway? Come and explore this area of your life that is and has always been present around you but is outside of the 5 senses. We'll discuss a variety of topics to include: metaphysical terms and their meanings, dimensions and planes of existence, theories of creation, alternative healing, reincarnation and much more. Come with an open mind and a willingness to share your thoughts or quietly reflect on the discussions. This class will be held on Saturday, Feb. 24 from 1-4 p.m. The fee is \$50 for residents of Mansfield and \$60 for residents of other towns. Pre-registration is required and space is limited. Please call 429-3015 for more information.
- Upcoming meetings:
 - Town/University Relations Committee, 4:00PM, February 13, 2007, Audrey P. Beck
Municipal Building, Council Chambers
 - Mansfield Charter Revision Commission, 7:00 PM, February 13, 2007, Audrey P. Beck
Municipal Building, Council Chambers
 - Mansfield Downtown Partnership Board of Directors, 4:00PM, February 14, 2007,
Partnership Office
 - Planning and Zoning Commission, 7:30pm, February 20, 2007, Audrey P. Beck
Municipal Building, Council Chambers

February 12, 2007

Dear Council members:

I wrote you several weeks ago, but I wanted to share publicly on two issues that I know are dear and near to some of your hearts as well-- A) cross walks/pedestrian safety- and B) Community Center membership. I will also add some more possible solutions.

A) Cross walks: As an avid runner who often runs with groups of 10 or more runners and considering the recent tragic death of a UConn student from a hit and run and the Store 24 accident this past weekend, we need to address several cross walks. Please also remember the student killed on South Eagleville several years ago. I recognize that the state has jurisdiction over all the ones I will discuss below, but from a discussion with one of you (cannot remember who?) I understand the town can initiate action on crosswalks.

PROBLEM: The 195 Hankshill cross walk. While a posted speed of about 30 exists most people travel very fast and often pass on the right when traveling south. Our running group often goes this way and in bright day light these cars do not stop or slow down, making it difficult to cross. What makes this area most dangerous are the two lanes traveling south and the speed at which people pass on the left. I have been bold on occasion (you know I can be bold!) and will step out with my hands up to get them to stop--to the motorist's disdain and then I am usually the recipient of gesticulation from these motorists. **SOLUTION:** an actual stop light that can be pressed by pedestrians.

PROBLEM: The cross walk to Mansfield Apartments from the Community Center sidewalk is an active one for youth, students at the apartments and our running group -- 2 nights a week and twice on the weekend during the day our group uses this--while students use it all the time. We cross it to get to the sidewalk. At night it is much too dark and motorists who might stop during the day do not at night because of poor visibility. Also, there is the blatant disregard of state law that results in many motorists zooming by and through the cross walk while pedestrians try to cross. **SOLUTION:** Ideally a cross walk light should be placed there. More lighting would also help at night. Note that there is a light to the left and right on telephone poles but not on the poll right over the crosswalk.

PROBLEM: The cross walk form the sidewalk running along South Eagleville to Westwood Road is poorly lighted and creates a very dangerous situation at dusk or evening with motorists not seeing pedestrians. **SOLUTION:** a street light with more illumination.

PROBLEM: Northeagleville is very dark in places and more street lights need to be installed. I am not sure if this is UConn jurisdiction or not. However, as a driver I know at night it is very difficult to see students walking out whether on crosswalks or jay walking. It is no wonder there have been two pedestrians hit in the past few years on this road. **SOLUTION:** more light on the street. In contrast to this road much of 195 is

pretty well lighted and you generally can see pedestrians crossing at most locations.

OTHER PEDESTRIAN RELATED PROBLEM/SOLUTIONS: Could you complete the sidewalk from Separatist to the route 275 walkway? The sidewalk from Norhteamville to middle of Huntinglodge should also be completed. Also, critical is the need for a sidewalk from the corner of route 275 to the Community Center into the Community Center entrance. Even though the new walkway on the north side of the Town Office is helpful many people still get on 275 for this short distance on the right side going west then they turn into the Community Center. Drivers turning onto route 275 are often going to fast and erratically as they turn making that 50 foot section very dangerous.

OVERALL SOLUTION IS TWO-FOLD:

1) **First is Education:** of pedestrians regarding: stepping out with oncoming traffic including not paying attention because of cell phones; cross walks that have cross lights such as Bolton Road by Store 24 or Mansfield Road require a pedestrian to wait for the light; eye to eye contact with drivers before stepping out; at night carrying flashlights or reflected gear on clothing; etc. **Re-education of Drivers** through public campaign in Mansfield.

2) **Town and Enforcement Should Address:** lighting at all crosswalks; paint the walks more often and if possible in reflective paint; put temporary and/or permanent caution signs in middle of walks with flashing yellow lights; consider full stop lights at crucial intersections such as route 195 and Hankshill; enforcement by police of automobile speeders and violators of cross walk laws; enforce jaywalking laws; also consider walkways as in California. that light up when someone walks into the crosswalk; eliminate crosswalks that cannot be supported properly with lights or other safety measures—e.g. the crosswalk by Mansfield apartments between the community center exit and entrance—it does not even have a sidewalk to come to on the other side; etc.

In summary, I believe the Town must take a leadership role with regard to safety of our UCONN students and the citizens and visitors of this Town. I was glad when Matt Hart notified me that you had placed this item on the agenda. Changes must take place even if we must bear the cost. However, hopefully, together with a public campaign and lobby of our state representatives we can force the DOT to make the necessary changes to these state roads.

2) **Membership at the Community Center.** I read the article in the Chronicle a month ago about membership being down from the first year, and yet I see no evidence as machines, the pool and general workout areas are filled beyond capacity during peak times. While I do not know the Council's thoughts on the Center, if the financial loss is an issue then I must say Health and Fitness of our residents and those of surrounding Towns is worth the COST. With a nation of rising obesity in children and adults, medical

costs are the direct result of this lack of fitness. I applaud the staff of this Center in increasing the total activity even while the membership has declined. This was noted in the article by stating that members were using the facility more now than when the membership was at its peak. As you are probably aware the schools are mandated to provide health and fitness activities and instruction to help reduce the epidemic of obesity. My own Many Milers program seeks to address this too. Any reductions, criticism or whatever the Council may do, would be inappropriate. The measure of success for this Center should be fitness of its citizens; the increased activity or visits to the Center by members is a measure of this.

Also, our Community Center should not be judged in the same way as a for-profit fitness center because it also provides many community related activities. Serving the town through parks and recreation activities such as swim lessons, winter festivals, family nights etc. comes with a cost—and members do not like this interruption of service and therefore some do not renew or sign up. This is a true cost of for the Town that should not be counted against the Center in their results of operations.

The bottom line is government will in the end pay for the unfit citizens through increased medical care, lost productivity of workers and long-term care; we should do all we can to encourage our residents and neighbors to change their life styles to one that includes health and fitness. It will also greatly enhance the self esteem of those getting fit which will combine with biochemical changes such as increased serotonin to reduce depression and other forms of mental illness.

Best regards to all of you,

Charlie Eaton
89 Lorraine Drive
Storrs, CT 06268

PAGE
BREAK

LEGAL NOTICE
TOWN OF MANSFIELD
PUBLIC HEARING FEBRUARY 26, 2007 .
FATS, OIL AND GREASE PRETREATMENT ORDINANCE .

The Mansfield Town Council will hold a public hearing at 7:30 p.m. at their regular meeting on February 26, 2007 to solicit public comment concerning the proposed "Fats, Oil and Grease Pretreatment Ordinance". This hearing will be held in the Council Chambers of the Audrey P. Beck Building.

At this hearing persons may address the Town Council and written communications may be received.

Copies of said draft ordinance are on file and available in the Town Clerk's office: 4 South Eagleville Road, Mansfield.

Dated at Mansfield Connecticut this 16th day of February 2007.

Mary Stanton
Town Clerk



TOWN OF MANSFIELD
DEPARTMENT OF PUBLIC WORKS

Lon R. Hultgren, P.E., Director

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CONNECTICUT 06268-2599
(860) 429-3331 TELEPHONE
(860) 429-6863 FACSIMILE

February 14, 2007

TO: Food Preparation Establishments
Connected to the Public Sewer
in Southern Mansfield

FROM: Lon R. Hultgren, Director of Public Works

RE: *Notice of Public Hearing – Addition to the
Town's Sewer Ordinance regarding Fats, Oils
and Grease Removal*

Ladies/Gentlemen:

In addition to the State's new regulation regarding the discharge of Fats, Oils & Grease to public sewers, the State Department of Environmental Protection is encouraging Towns to adopt local regulations (mirroring the state regulations) as well. This will make our efforts to control grease in the sewers a local matter - - which has advantages to all parties over having to use the state requirements.

We have therefore proposed an addition to Section 159 of the Town Code for the pretreatment of Fats, Oils and Grease. The Mansfield Town Council has scheduled a Public Hearing on this proposal at their 7:30 p.m. Council meeting on February 26th. Your comments on this are welcome – either written or at the Hearing.

Sincerely,

Lon R. Hultgren
Director of Public Works

Encl: 3

cc: Matthew W. Hart, Town Manager, Grant Meitzler, Assistant Town Engineer, Greg Padick,
Director of Planning, Rob Miller,



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to Town Manager; Lon Hultgren, Director of Public Works; Robert Miller, Director of Health; Michael Nintean, Director of Building and Housing Inspection
Date: February 26, 2007
Re: Public Hearing on Fats, Oils and Grease Pretreatment Ordinance

Subject Matter/Background

At Monday's meeting, the Town Council will conduct a public hearing regarding the proposed Fats, Oils and Grease Pretreatment Ordinance. As you may recall, in addition to adopting a new general permit for the discharge of fats, oils and grease into municipal sewers, the Connecticut Department of Environmental Protection has provided a model ordinance for municipalities to use with their existing sewer ordinances. As Mansfield has had significant grease problems in its southerly sewer system (along Route 195), and has taken action to require the food preparation establishments to comply with the new requirements in a timely manner, this section should be added to the town's sewer ordinance so that the local requirements match the state standards.

Financial Impact

The food preparation establishments that are connected to the town's sewers will incur some costs to install the appropriate grease traps or automatic grease removal systems. Also, the town's Department of Building and Housing Inspection will need to allocate additional staff time to review these proposed systems and to inspect their installations.

Legal Review

The Town Attorney has reviewed and approved the form and the legality of the proposed ordinance.

Recommendation

Unless the public hearing raises any additional issues that we have not considered, or if the Town Council wishes to revise the ordinance, staff recommends that the Council adopt the ordinance as proposed in the most recent draft.

If the Town Council supports this recommendation, the following motion is in order:

Move, to adopt the Fats, Oils and Grease Pretreatment Ordinance, dated February 26, 2007, which ordinance shall become effective 21 days after publication in a newspaper having circulation within the Town of Mansfield.

Attachments

- 1) Proposed Fats, Oils and Grease Pretreatment Ordinance

02/26/2007

ARTICLE VI

Fats, Oils, and Grease (F.O.G.) Pretreatment

Section 159-37. Purpose.

The purpose of this section is to outline the wastewater pretreatment requirements for Food Preparation Establishments and other commercial facilities that discharge fats, oils, and grease in their wastewater flow. All new and existing facilities that generate and discharge fats, oils, and grease in their wastewater flow shall install, operate, and maintain a FOG pretreatment system. The requirements of this section shall supplement and be in addition to the requirements of the Town's Sewers and Water Ordinance.

Section 159-38. Definitions.

TOWN'S AGENT – Authorized representative of the Town of Mansfield.

CONTACT PERSON - The Contact Person shall mean the individual responsible for overseeing daily operation of the Food Preparation Establishment and who is responsible for overseeing the Food Preparation Establishment's compliance with the FOG Pretreatment Program.

FOG - FATS, OILS, AND GREASE - Animal and plant derived substances that may solidify or become viscous between the temperatures of 32°F and 150°F (0°C to 65°C), and that separate from wastewater by gravity. Any edible substance identified as grease per the most current EPA method as listed in 40-CFR 136.3.

FOG INTERCEPTOR - A passive tank installed outside a building and designed to remove fats, oils, and grease from flowing wastewater while allowing wastewater to flow through it, and as further defined herein.

FOG RECOVERY UNIT - All active indoor mechanical systems designed to remove fats, oil, and grease by physical separation from flowing wastewater, as further defined herein.

FOG PRETREATMENT SYSTEM - Refers to properly installed and operated FOG Interceptors and FOG Recovery Units as approved by the Mansfield Water Pollution Control Authority.

FOOD PREPARATION ESTABLISHMENTS - means Class III and Class IV food service establishments and any other facility determined by the Mansfield Water Pollution Control Authority to discharge FOG above the set limits in Section 5(b)(2) of the Department of Environmental Protection's *General Permit for the Discharge of Wastewater Associated with Food Preparation*

Establishments. These facilities shall include but not be limited to restaurants, hotel kitchens, hospital kitchens, school kitchens, bars, factory cafeterias, and clubs. Class III and Class IV food service establishments shall be as defined under Section 19-13-B42 of the State Of Connecticut Public Health Code.

NON-RENDERABLE FATS, OILS, AND GREASE – Non-renderable fats, oils, and grease is food grade grease that has become contaminated with sewage, detergents, or other constituents that make it unacceptable for rendering.

NOTIFICATION OF APPROVED ALTERNATE FOG PRETREATMENT SYSTEM - Written notification from the Mansfield Water Pollution Control Authority for authorization to install and/or operate an alternate FOG Pretreatment System.

RENDERABLE FATS, OILS, AND GREASE – Renderable fats, oils, and grease is material that can be recovered and sent to renderers for recycling into various usable products. Renderable grease is created from spent products collected at the source, such as frying oils and grease from restaurants. This material is also called yellow grease.

RENDERABLE FATS, OILS, AND GREASE CONTAINER - Refers to a closed, leak- proof container for the collection and storage of food grade fats, oil, and grease.

REGIONAL FOG DISPOSAL FACILITY - A facility for the collection and disposal of non-renderable FOG approved by the Connecticut Department of Environmental Protection.

Section 159-39. Application to Install a FOG Pretreatment System.

- A. FOG Pretreatment Systems shall be provided for:
- (1) All new and existing Food Preparation Establishments, including restaurants, cafeterias, diners, and similar non-industrial facilities using food preparation processes that have the potential to generate FOG in wastewater at concentrations in excess of the limits defined in this ordinance.
 - (2) New and existing facilities which, in the opinion of the Mansfield Water Pollution Control Authority, require FOG Pretreatment Systems for the proper handling of wastewater containing fats, oils, or grease, except that such FOG Pretreatment Systems shall not be required for private living quarters or dwelling units.
- B. All new Food Preparation Establishments which generate and discharge wastewater containing fats, oils, and grease and which will require a FOG

Pretreatment System, as determined by the Mansfield Water Pollution Control Authority, shall include the design and specifications for the FOG Pretreatment System as part of the sewer connection application as described in the Mansfield Sewers and Water Ordinance.

- C. All existing Food Preparation Establishments which generate, and discharge wastewater containing fats, oils, and grease, and which require a new FOG Pretreatment System, as determined by the Mansfield Water Pollution Control Authority, shall submit an application for the installation of a new FOG Pretreatment System within eighteen (18) months of adoption of this ordinance. The application shall be in accordance with Mansfield's Sewers and Water Ordinance. The approved FOG Pretreatment System shall be installed within two (2) years of adoption of this ordinance.
- D. Existing Food Preparation Establishments which generate, and discharge wastewater containing fats, oils, and grease, and which have an existing non-complying FOG Pretreatment System may, as determined by the Mansfield Water Pollution Control Authority, operate the existing FOG Pretreatment System. Such facilities shall submit an application for an "Alternate FOG Pretreatment System" as described in Section 159-42C. Such application shall be submitted within twelve (12) months of adoption of this ordinance.
- E. All costs and related expenses associated with the installation and connection of the FOG Interceptor(s) or Alternate FOG Pretreatment System(s) shall be borne by the Food Preparation Establishment. The Food Preparation Establishment shall indemnify the Town of Mansfield and its Agents for any loss or damage that may directly or indirectly occur due to the installation of the FOG Pretreatment System.

Section 159-40. Discharge Limits.

- A. No facility shall discharge or cause to be discharged any wastewater with a FOG concentration in excess of one hundred (100) milligrams per liter, as determined by the currently approved test for total recoverable fats and grease listed in 40 CFR 136.3, or in concentrations or in quantities which will harm either the sewers, or Water Pollution Control Facility, as determined by the Mansfield Water Pollution Control Authority.

Section 159-41. Pretreatment System Requirements.

- A. An application for the design and installation of a FOG Pretreatment System shall be subject to review and approval by the Mansfield Water Pollution Control Authority per the Town's Sewers and Water Ordinance, and subject to the requirements of all other applicable codes, ordinances, and laws.

- B. Except as provided by Section 159-42, the wastewater generated from Food Preparation Establishments shall be treated to remove FOG using a FOG Interceptor.
- C. Every structure at the subject facility shall be constructed, operated, and maintained, in a manner to ensure that the discharge of food preparation wastewater is directed solely to the FOG Interceptor, or Alternate FOG Pretreatment System. No valve or bypass piping that could prevent the discharge of food preparation wastewater from entering appropriate pretreatment equipment shall be present.
- D. The Contact Person at each Food Preparation Establishment shall notify the Mansfield Water Pollution Control Authority when the FOG Pretreatment System is ready for inspection and connection to the public sewer. The connection and testing shall be made under the supervision of the plumbing inspector, and/or the Town's Agent.
- E. All applicable local plumbing/building codes shall be followed during the installation of the FOG Pretreatment System.
- F. FOG Interceptor Requirements.
 - (1) The FOG Interceptor shall be installed on a separate building sewer servicing kitchen flows and shall only be connected to those fixtures or drains which can allow fats, oils, and grease to be discharged into the sewer. This shall include:
 - (a) Pot sinks;
 - (b) Pre-rinse sinks, or dishwashers without pre-rinse sinks;
 - (c) Any sink into which fats, oils, or grease may be introduced;
 - (d) Soup kettles or similar devices;
 - (e) Wok stations;
 - (f) Floor drains or sinks into which kettles may be drained;
 - (g) Automatic hood wash units;
 - (h) Dishwashers without pre-rinse sinks; and
 - (i) Any other fixtures or drains that can allow fats, oils, and grease to be discharged into the sewer.
 - (2) No pipe carrying any wastewater other than from those listed in the Paragraph above shall be connected to the FOG Interceptor.
 - (3) No food grinder shall discharge to the FOG Interceptor.
 - (4) The FOG Interceptor shall be located so as to maintain the separating distances from well water supplies set forth in Section 19-13-B51d of the Public Health Code.

- (5) The following minimum-separating distances shall be maintained between the FOG Interceptor and the items listed below.
- | | |
|---|-------|
| (a) Property line | 10 ft |
| (b) Building served (no footing drains) | 15 ft |
| (c) Ground water intercepting drains, footing drains and storm drainage systems | 25 ft |
| (d) Open watercourse | 50 ft |
- (6) The FOG Interceptor shall have a retention time of at least twenty-four (24) hours at the maximum daily flow based on water meter records or other calculation methods as approved by the Mansfield Water Pollution Control Authority. The FOG Interceptor minimum capacity shall be 1,000 gallons. FOG Interceptors shall have a minimum of two compartments. The two compartments shall be separated by a baffle that extends from the bottom of the FOG interceptor to a minimum of five (5) inches above the static water level. An opening in the baffle shall be located at mid-water level. The size of the opening shall be at least eight (8) inches in diameter but not have an area exceeding 180 square inches.
- (7) FOG Interceptor shall be watertight and constructed of precast concrete, or other durable material.
- (8) FOG Interceptors constructed of precast concrete, shall meet the following requirements:
- The exterior of the FOG Interceptor, including the exterior top and bottom and extension to grade manholes, shall be coated with a waterproof sealant.
 - All concrete FOG Interceptors shall be fabricated using minimum 4,000-psi concrete per ASTM standards with 4 to 7 percent air entrainment.
 - All structural seams shall be grouted with non-shrinking cement or similar material and coated with a waterproof sealant.
 - Voids between the FOG Interceptors walls and inlet and outlet piping shall be grouted with non-shrinking cement and coated with a waterproof sealant.
- (9) All non-concrete septic tanks must be approved for use by the Mansfield Water Pollution Control Authority.
- (10) The FOG Interceptor shall be accessible for convenient inspection and maintenance. No structures shall be placed directly upon or over the FOG Interceptor.

- (11) The FOG Interceptor shall be installed on a level stable base that has been mechanically compacted with a minimum of six (6) inches of crushed stone to prevent uneven settling.
- (12) Select backfill shall be placed and compacted around the FOG Interceptor in a manner to prevent damage to the tank and to prevent movement caused by frost action.
- (13) The outlet discharge line from the FOG Interceptor shall be directly connected to the municipal sanitary sewer.
- (14) The FOG Interceptor shall have a minimum liquid depth of thirty-six (36) inches.
- (15) Separate clean-outs shall be provided on the inlet and outlet piping.
- (16) The FOG Interceptor shall have separate manholes with extensions to grade, above the inlet and outlet piping. FOG Interceptors installed in areas subject to traffic shall have manhole extensions to grade with ductile iron frames and round manhole covers. The word "SEWER" shall be cast into the manholes covers. FOG Interceptors installed outside areas subject to traffic may have concrete risers with lids either having a minimum weight of 59 lbs or shall be provided with a lock system to prevent unauthorized entrance. All manholes and extensions to grade providing accesses to the FOG Interceptor shall be at least seventeen (17) inches in diameter.
- (17) Inlet and outlet piping shall have a minimum diameter of four (4) inches and be constructed of schedule 40 PVC meeting ASTM 1785 with solvent weld couplings.
- (18) The inlet and outlet shall each utilize a tee-pipe on the interior of the FOG Interceptor. No caps or plugs shall be installed on the tee-pipes. The inlet and outlet shall be located at the centerline of the FOG Interceptor and at least twelve (12) inches above the maximum ground water elevation. The inlet tee shall extend to within 12 inches of the bottom of the FOG Interceptor. The inlet invert elevation shall be at least three (3) inches above the invert elevation of the outlet but not greater than four (4) inches. The outlet tee-pipe shall extend no closer than twelve (12) inches from the bottom of the FOG Interceptor and the diameter of this tee-pipe shall be a minimum of four (4) inches.
- (19) The diameter of the outlet discharge line shall be at least the size of the inlet pipe and in no event less than four (4) inches.

- (20) When necessary due to installation concerns, testing for leakage will be performed using either a vacuum test or water-pressure test.
- (1) Vacuum Test - Seal the empty tank and apply a vacuum to two (2) inches of mercury. The tank is approved if 90 percent of the vacuum is held for two (2) minutes.
- (2) Water-Pressure Test - Seal the tank, fill with water, and let stand for twenty-four (24) hours. Refill the tank. The tank is approved if the water level is held for one (1) hour.

Section 159-42. Alternate FOG Pretreatment System.

- A. When it is not practical for the Food Preparation Establishment to install an outdoor in-ground FOG Interceptor per Section 159-41, an Alternate FOG Pretreatment System may be utilized upon approval by the Mansfield Water Pollution Control Authority and upon receiving a "Notification of Approved Alternative FOG Pretreatment System." Approval of the system shall be based on demonstrated (proven) removal efficiencies and reliability of operation. The Mansfield Water Pollution Control Authority will approve these systems on a case-by-case basis. The Contact Person may be required to furnish the manufacturer's analytical data demonstrating that FOG discharge concentrations do not exceed the limits established in this ordinance.
- B. Alternate FOG Pretreatment Systems shall consist of a FOG Recovery Unit meeting the requirements of Paragraph D below, unless there are special circumstances that preclude such installation, as approved by the Mansfield Water Pollution Control Authority, and in accordance with Paragraph E.
- C. Alternate FOG Pretreatment Systems shall meet the requirements of Section 159-41 A through E, and Section 159-41 F. (2) and (3) and shall be installed immediately downstream of each of the fixtures and drains listed in Section 159-41 F. (1).
- D. Alternate FOG Pretreatment System Requirements.
- (1) FOG Recovery Units shall be sized to properly pretreat the measured or calculated flows using methods approved by the Mansfield Water Pollution Control Authority.
- (2) FOG Recovery Units shall be constructed of corrosion-resistant material such as stainless steel or plastic.
- (3) Solids shall be intercepted and separated from the effluent flow using a strainer mechanism that is integral to the unit.
- (4) FOG Recovery Units shall operate using a skimming device, automatic draw-off, or other mechanical means to automatically remove separated FOG. This skimming device shall be controlled using a timer, FOG sensor, or other means of automatic

operation. FOG Recovery Units operated by timer shall be set to operate no less than once per day.

- (5) FOG Recovery Units shall be included with an internal or external flow control device.
- (6) FOG Recovery Units shall be located to permit frequent access for maintenance, and inspection.

E. Other Alternate FOG Pretreatment System

- (1) Other Alternate FOG Pretreatment Systems that do not meet the requirements of Section 159-41 F or Section 159-42 D, may be considered for approval by the Mansfield Water Pollution Control Authority on a case-by-case basis. The application shall include:
 - (a) Documented evidence that the Alternate FOG Pretreatment System will not discharge FOG concentrations that exceed the discharge limits per Section 159-40.
 - (b) Plans and specifications for the proposed system including plans and profile of system installation, manufacturer's literature, documentation of performance and any other information detailing the alternate system.
 - (c) A written Operation and Maintenance Plan, which shall include the schedule for cleaning and maintenance, copies of maintenance log forms, a list of spare parts to be maintained at the subject facility, and a list of contacts for the manufacturer and supplier. Following receipt of written Notification of Approved Alternate FOG Pretreatment System from the Mansfield Water Pollution Control Authority, the Operation and Maintenance Plan shall be maintained on the premises. The plan shall be made available for inspection on demand by the Town's Agent.
 - (d) A written FOG Minimization Plan, which shall include procedures for all Food Preparation Establishment employees to minimize FOG entering the wastewater collection system.
 - (e) Description of a FOG Pretreatment Training Program for Food Preparation Establishment employees in minimization procedures.
- (2) A Notification of Approved Alternate FOG Pretreatment System may be granted for a duration not to exceed three (3) years, with extensions, when demonstrated to the satisfaction of the Mansfield Water Pollution Control Authority that the Alternate FOG Pretreatment System, Operation and Maintenance Plan, FOG Minimization Plan and FOG Pretreatment Training Program are adequate to maintain the FOG concentration in the wastewater discharge below the limits set in Section 159-40.

Section 159-43. Pretreatment Equipment Maintenance

- A. The FOG Pretreatment System shall be maintained continuously in satisfactory and effective operation, at the Food Preparation Establishment's expense.
- B. The Contact Person shall be responsible for the proper removal and disposal, by appropriate means, of the collected material removed from the FOG Pretreatment System.
- C. A record of all FOG Pretreatment System maintenance activities shall be maintained on the premises for a minimum of five (5) years.
- D. The Contact Person shall ensure that the FOG Interceptor is inspected when pumped to ensure that all fittings and fixtures inside the interceptor are in good condition and functioning properly. The depth of grease inside the tank shall be measured and recorded in the maintenance log during every inspection along with any deficiencies, and the identity of the inspector.
- E. The Contact Person shall determine the frequency at which its FOG Interceptor(s) shall be pumped according to the following criteria:
 - (1) The FOG Interceptor shall be completely cleaned by a licensed waste hauler when 25% of the operating depth of the FOG Interceptor is occupied by grease and settled solids, or a minimum of once every three (3) months, whichever is more frequent.
 - (2) If the Contact Person can provide data demonstrating that less frequent cleaning of the FOG Interceptor will not result in a grease level in excess of 25% of the operating depth of the FOG Interceptor, the Mansfield Water Pollution Control Authority may allow less frequent cleaning. The Contact Person shall provide data including pumping receipts for four (4) consecutive cleanings of the FOG Interceptor, complete with a report from the FOG hauler indicating the grease level at each cleaning, and the FOG Interceptor maintenance log.
 - (3) A maintenance log shall be maintained on the premises, and shall include the following information: dates of all activities, volume pumped, grease depth, hauler's name, location of the waste disposal, means of disposal for all material removed from the FOG Interceptor, and the name of the individual recording the information. The maintenance log and waste hauler's receipts shall be made available to the Town's Agent for inspection on demand. Interceptor cleaning and inspection records shall be maintained on file a minimum of five (5) years.
- F. All removal and hauling of the collected materials must be performed by State approved waste disposal firms. Pumped material shall be disposed of at a Regional FOG Disposal Facility. Pumping shall include the complete removal of all contents, including floating materials, wastewater and settled sludge.

Decanting back into the FOG Interceptor shall not be permitted. FOG interceptor cleaning shall include scraping excessive solids from the wall, floors, baffles and all piping.

- G. The Contact Person shall be responsible for the cost and scheduling of all installation and maintenance of FOG Pretreatment System components. Installation and maintenance required by the Town's Agent shall be completed within the time limits as given below:

<u>Violation</u>	<u>Days from inspection to Correct Violation</u>
Equipment not registered	30 days
Installation violations (outdoor and indoor)	90 days
Operational violations	30 days

Section 159-44. FOG Minimization.

- A. The Contact Person shall make every practical effort to reduce the amount of FOG contributed to the sewer system.
- B. Renderable fats, oils, and grease shall not be disposed of, in any sewer or FOG Interceptor. All renderable fats, oils, and grease shall be stored in a separate, covered, leak-proof, Renderable FOG Container, stored out of reach of vermin, and collected by a renderer.
- C. Small quantities of FOG scraped or removed from pots, pans, dishes and utensils shall be directed to the municipal solid waste stream for disposal.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager
CC: Maria Capriola, Assistant to Town Manager; Robert Miller, Director of Health
Date: February 26, 2007
Re: Issues Regarding the UConn Landfill

Subject Matter/Background

As mentioned at the last Council meeting, staff has invited Mr. Raymond Frigon of the Connecticut Department of Environmental Protection to make a brief presentation to the Town Council regarding the landfill closure project and, in particular, the purpose of the residential well monitoring program. I believe that the Town Council will find this presentation to be useful with respect to its review of various well monitoring and related landfill reports.

PAGE
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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MattH*
CC: Mansfield Arts Advisory Committee; Maria Capriola, Assistant to Town Manager; Curt Vincente, Director of Parks and Recreation; Jay O'Keefe, Assistant Director of Parks and Recreation
Date: February 26, 2007
Re: Local Art Displays at the Mansfield Community Center

Subject Matter/Background

Since the opening of the Mansfield Community Center in the fall of 2003, we have been proud to display at the facility the work of various local artists. The Mansfield Arts Advisory Committee and staff have worked successfully to coordinate this effort, and I thank them for their assistance to date.

Recently, due to concerns expressed by patrons, town staff removed a few pieces of art from the most recent exhibition. The pieces of art that were removed included a few sculptures and one photographic collage. From my understanding, the theme of the sculpture pieces was sexual in nature and the removal of those pieces has not engendered any controversy. My assumption here is that there is a general understanding that the community center exists as a family environment that is distinct from a gallery and that some artwork may not be suitable for viewing by young children.

The reaction to the removal of the photographic collage, however, has been very different and some members of the community are disappointed that the piece was unilaterally removed by staff. I do wish to emphasize that staff engaged in this action in order to accommodate the concerns expressed by one or more patrons, and did not intend any injury or insult to the artist or the community. That being said, I believe that the situation calls for the formulation of a policy or set of procedures governing the display of artwork at the Community Center. As demonstrated in the attached communication from various Mansfield residents, other community members also believe that this would be an appropriate course of action.

Recommendation

My recommendation is that the Town Council refer this issue to the Mansfield Arts Advisory Committee and specifically request that the committee develop a policy or set of procedures governing the display of artwork at the Mansfield Community Center. Such a policy should address the question of whether and under what process art could be removed from an active exhibit. Furthermore, I recommend that the Council ask the arts advisory committee to consult with the Mansfield Recreation Advisory Committee, staff and other interested parties when undertaking this task.

If the Town Council concurs with this recommendation, the following motion would be in order:

Move, effective February 26, 2007, to request that the Mansfield Arts Advisory Committee develop a policy or set of procedures governing the display of artwork at the Mansfield Community Center, for review and approval by the Town Council. And, further, to request that the arts advisory committee, when undertaking this task, consult with and solicit comment from the Mansfield Recreation Advisory Committee, staff and other interested members of the community.

Attachments

- 1) K. Forman *et al* re: Arbitrary removal of artwork from the Mansfield Community Center exhibition area
- 2) Mansfield Arts Advisory Committee, Application for Art Exhibition Space

REC'D FEB 21 2007

Date: February 21, 2007

To: Matthew Hart, Town Manager [for distribution to members of the Mansfield Town Council]

From: see page 2

Re: Arbitrary removal of art work from the Mansfield Community Center exhibition area

According to the minutes of the January 8, 2007, meeting of the Mansfield Arts Advisory Committee, the following events occurred:

George Jacobi submitted an application for an exhibition at MCC. The Arts Advisory Committee agreed that his exhibit would begin on January 15, 2007. Subsequently several of his photographic collages were installed in MCC.

In early February one of Jacobi's photographic collages was arbitrarily removed from the exhibition. We have been informed that a member of the Center staff took this action, apparently because of a complaint by one individual.

The work in question could conceivably be construed as anti-war. In this case, it presumably was.

We believe that it is wrong that one person have the power to determine what the community should or should not see. These decisions are too important to be decided on an ad hoc basis by any town employee who happens to be the recipient of a complaint.

Therefore we request clarification of the policy and procedures that were followed prior to the removal of the Jacobi collage.

We also request that the Arts Advisory Committee adopt, and make available to the public, a policy and complaint procedure governing exhibits in the MCC and other venues under its purview.

Because both the MCC and UConn are governmental institutions, we are taking this opportunity to attach a copy of the Exhibit Committee Policy and Complaint Procedures of the University of Connecticut Libraries. It subscribes to the American Library Association interpretation of the Library Bill of Rights as to exhibits, specifically:

The Library should not censor or remove an exhibit because some members of the community may disagree with its content. Those who object to the contents of any exhibit held at the library should be able to submit their complaint and/or their own proposals to be judged according to the policies established by the library.

Please note the section Complaint Procedures as this may serve as the basis for a town policy that honors the exchange of ideas and also respects the dignity of the artist.

We urge you to act swiftly on this matter.

Kenneth Forman
Camille Forman
Norman D. Stevens
Jane Blanshard
Norman Chance
Nancy Chance
George Jacobi
Joan Joffe Hall
David Morse
Ruth McLaughlin
Charles McLaughlin
Richard Sallee
Richard Schimmelpfeng
Richard Kokoska
Sandy Brooks
William Kennard
Elizabeth Kennard

Attachment: Exhibit Committee Policy and Complaint Procedures of the University of Connecticut Libraries

Exhibit Committee Policy [from University of Connecticut Libraries]

Program Purpose

The purpose of the Exhibits Program is to present the library and the university to all segments of the academic community and to the public at large in the most positive manner possible to encourage their political, financial and moral support for the university and the library.

Program Goals

The Exhibits Program is managed and implemented by the Exhibits Committee, which reports to the Libraries' Leadership Council. The Committee selects and presents exhibits that serve one or more of the following goals:

Promotion of the role of the library, its collections, resources and services central to the research and teaching programs of the university.

Development of opportunities to cooperate with liaison librarians, library friends, donors, university departments, programs, faculty and students; and with regional artists, scholars, and cultural agencies in the sponsoring of exhibits and related events.

Enrichment of the intellectual and cultural life of the university community.

Promotion of the library and the university as cultural resources for the citizens of Connecticut.

Visual enhancement of the library spaces.

Exhibit Spaces

These guidelines apply to formal exhibit spaces in the Homer D. Babbidge Library, the Thomas J. Dodd Research Center, and the Music & Dramatic Arts Library as follows: Babbidge Library, Gallery on the Plaza, Babbidge Library, Norman D. Stevens Gallery, Dodd Center, Gallery Dodd Center, West Corridor; Music & Dramatic Arts Library, Main Corridor.

Eligible Exhibitors

The Exhibits Committee may grant permission to present an exhibit to:

The University Community: Individual staff, faculty, or students, departments, program, or other groups affiliated with the University.

Others: Individuals, organizations, groups or societies having as their primary objective a philanthropic, charitable, educational, scientific, artistic, professional or sporting character or other purposes and objectives beneficial to the community.

Exhibit Content

The Exhibits Committee aims to present exhibits that are of broad, general appeal, designed for the interest of and viewing by the university community and the public generally, rather than of a purely scholarly or narrow academic nature.

Suggested subject areas for exhibits include historical, cultural, scientific, artistic,

recreational, athletic, educational, and social or community related topics.

Because the university and the library are concerned with academic freedom and the free expression of opinion, the library will not exercise any censorship of exhibit materials; images, labels, catalogs, or promotional literature which do not offend the guidelines as expressed below.

The Exhibits Committee views the library as a focus for the presentation of ideas, some of which may be controversial, even offensive to segments of the viewing population. Materials that may arouse controversy because of their political, religious or sexual views will be considered and may be judged acceptable if presented appropriately. If the committee approves an exhibit that is strongly partisan, it will give serious consideration to the presentation of other points of view should these be offered for exhibit.

Materials that are judged by the committee to be defamatory, willfully false, obscene, blasphemous, inciting to racial hatred, or discriminatory within official university guidelines, will be excluded.

The library and the Exhibits Committee subscribes to the American Library Association's interpretation of the Library Bill of Rights as it applies to exhibits, specifically:

The library should not censor or remove an exhibit because some members of the community may disagree with its content. Those who object to the content of any exhibit held at the library should be able to submit their complaint and/or their own exhibit proposals to be judged according to the policies established by the library.

Complaint Procedure

Once materials in an exhibit have been judged by the committee to meet its guidelines for presentation and the exhibit has been mounted, the exhibit in whole or in part will not be removed in response to any complaint about its content. Objections to the content of an exhibit will, however, be addressed formally as follows:

Complaints will be referred to the chair the Exhibits Committee.

An opportunity to discuss the complaint in person, with the chair or with members of the Exhibits Committee, will be provided if the complainant so desires.

Similarly, an opportunity to submit a written complaint will be offered.

In either case, the chair of the Exhibits Committee will assemble at least half of the committee to discuss the complaint and to formulate a response.

A written response will be provided to the complainant with a copy to the director of library services. If the complainant remains unsatisfied, the director of library services may take further action as he or she sees fit, short of asking the Exhibits Committee to alter the offending exhibit. The full text of the ALA statement is at:

http://www.ala.org/alaorg/oif/exh_spac.html

Norman Stevens, Director Emeritus, University of Connecticut Libraries
normanstevens@mac.com

MANSFIELD ARTS ADVISORY COMMITTEE

Application for Art Exhibition Space
at
The Mansfield Community Center

Date _____

Name _____

Address _____

Phone _____ E-mail _____

Name of the person who will act as liaison with the Community Center for this exhibition
(if different from above):

Name _____

Address _____

Phone _____ E-mail _____

Exhibitions will generally run for 3 months e.g., June through August, etc.). If there is a
time constrain, please indicate your preferred dates:

On the next page, please provide as much detailed information as possible about the
objects proposed for display - e.g. the number of objects, their size, any special
requirements for display and security, names of artists, whether objects are mounted,
matted, or framed. Include any other information that will help the committee to consider
your application. Please use additional sheets if necessary. Please support your
application with pictures or slides (these will be returned to you, after the application is
reviewed).

The Exhibition Application will be reviewed by the Mansfield Arts Advisory Committee.
Mansfield artists will be given priority!

Please complete this form and returned it with any supporting material to:

Arts Advisory Committee
c/o Jay O'Keefe
Mansfield Community Center
4 South Eagleville Road
Storrs, CT 06268



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to Town Manager; Lon Hultgren, Director of Public Works
Date: February 26, 2007
Re: Surface Transportation Program Rural Minor Collector Grant

Subject Matter/Background

We were informed by the WinCOG Executive Director that a regional grant for Rural Minor Collector Roads is available in the coming fiscal year, and that a Mansfield project will be considered for funding. Mansfield has just a few rural minor collectors – Gurleyville Road (east of Bundy Lane), Mt. Hope Road and Bassetts Bridge Road. Two projects were considered: a bridge railing upgrade for Gurleyville Road (for safety reasons, since the existing railing does not meet safety standards and there are no approach railings), and a project to replace some of the cable guide railings along Bassetts Bridge Road. Because the Gurleyville project has been requested by a local resident and it will upgrade an unsafe situation, we would like to submit that project first.

Financial Impact

This grant requires a 20-percent local match or about \$23,000. These funds can be pulled from the large bridge capital budget account.

Recommendation

Staff recommends that we submit this grant application. If the Town Council supports this recommendation, the following motion is in order:

Move, effective February 26, 2007, to authorize Town Manager Matthew W. Hart to submit an application to the Connecticut Department of Transportation for a Surface Transportation Program Rural Minor Collector Grant and to execute any related grant documents.

Attachments

- 1) Grant application

STP-URBAN/RURAL APPLICATION

Town: Mausfeld RPA: Wadlow Region Council/County
Route No: _____ Street Name: Gurleyville Road
Date: 2/26/07 Project Title: Guard/Bridge Rest Upgrade

The applicant should answer the questions below which are intended to address basic issues about existing conditions, project management, impacts on private property, utilities, wetlands, etc. You may provide your answer in the space provided below or submit separate answer sheets.

(A) DESIGN

1. Has any survey or design work already been done? Explain. NO - only scraped.
2. Will the design be done by town forces or by a consulting firm? consulting firm
(however, the town will consider excluding the design work from the grant)

(B) RIGHTS OF WAY

1. Existing ROW: 50 feet Proposed ROW: 50 feet
(50 feet is the minimum allowed in most federal projects)
2. Generally describe the nature and extent of the ROW impacts (e.g. 10-15 strip takes, 1 total take) None - project should remain on town road ROW.
3. How many takings will result in non-conforming lots that will require a zoning variance? None.
4. Do you anticipate any problems obtaining the zoning variance? N/A
5. How many families and/or businesses will be displaced? N/A - None

(C) PAVEMENT

1. Existing pavement type and width: ±22' - built up chipseals
2. Will existing pavement be left as is, overlaid, reconstructed or recycled? left as is.

3. Proposed new pavement structure. Describe type and depth of each course including the base. N/A
-
-
-

(D) UTILITIES

1. List all utilities and their owners within the project area (gas, water, sewer, electric, telephone, cable TV, etc.)

N/A

2. If any of these utilities are likely to be affected by the project, please explain the nature and extent of the impact.

N/A

3. Are there any plans to expand or improve existing utilities within the next five years? N/A
-
-
-

(E) STORM WATER DRAINAGE SYSTEM AND UNDER DRAINS

If you propose to modify, replace or install a system, please indicate the nature and extent of improvements. Provide a rough estimate of the improvements needed (e.g. length of new storm sewer pipe, number of new catch basins, etc.).

N/A

(F) CULVERTS, BRIDGES & OTHER CROSSINGS

Identify any existing crossings that are likely to be modified (e.g. extended), rehabilitated, or replaced as part of the project. Indicate the type of improvement needed and the reason for it. If any existing crossings have inadequate hydraulic capacity, please indicate.

Existing sub-standard bridge rail to be replaced. Approach railings to be provided (there are none at present)

(G) RAILROAD RADE CROSSINGS

Identify any existing crossings and indicate if any modifications are needed.

N/A

(H) SIDEWALKS

1. Provide a rough estimate of the number of linear feet of sidewalk to be replaced or constructed. Specify the type of material.

N/A

2. What percentage of the above is for "replacement" of existing sidewalk?

N/A

(I) PARKS, CEMETERIES, HISTORIC STRUCTURES

Identify any parks, cemeteries, or historic structures that are likely to be affected by the project.

N/A

(J) WETLANDS

Identify any wetlands that are likely to be affected by the project (Locate them on a map if that is more appropriate).

The underlying Fenton River will have to be protected during construction.

(K) HAZARDOUSE OR CONTAMINATED SITES

Identify any known or suspected sites that may be impacted by the project. Please locate on map if possible.

N/A

(L) TRAFFIC SIGNALS

Identify any intersections where traffic signals will need to be modified, replaced, or installed. If it is an old signal, you should consider replacement rather than modification in your cost estimate. Indicate who is responsible for maintenance, ownership, and electrical cost.

N/A

(M) CURBING

Provide a rough estimate of the number of linear feet of new curbing to be installed. Specify the type of curbing. If you are going to reuse the existing granite curb, please indicate.

N/A

(N) RETAINING WALLS

If you anticipate using retaining walls, please provide a rough estimate of the height, length, and type of materials.

N/A

(O) TRAFFIC DATA

Provide vehicular volumes (average daily traffic and AM & PM peak hours); accident history (latest available, 3 years) and vehicular speeds (posted and 85th percentile).

Estimated Traffic 1500 ADT. Accident data requested. Speeds to be classified in spring of 2007 - estimated avg speed = 36; 85% = 42; posted = 30.

(P) STAKE HOLDER INFORMATION

Provide a list of homeowners, business owners and community groups that may be affected or have concerns/inputs concerning the proposed project.

<u>STAKEHOLDER NAME</u>	<u>ROLE (eg: community group, homeowner, business owner)</u>	<u>PHONE NUMBER</u>
The residences in Garberville Village will be interested from an aesthetic point of view. We will need to make the railings "blend" or "please" to the eye. See attached map and listing.		

GM² Associates, Inc.
Consulting Engineers

February 15, 2007

Mr. Lon R. Hultgren, P.E., Director of Public Works
Audrey P. Building
Four South Eagleville Road
Mansfield, CT 06268-2599

Dear Mr. Hultgren,

Re: Gurleyville Road Bridge over Fenton River
Mansfield

We are pleased to provide you with our recommendations for improvements to the referenced bridge, which are based on our previous discussions with you and our inspection of the site on February 12, 2007.

In the vicinity of the Fenton River, Gurleyville Road is 22' wide and runs in an east to west direction. The site is wooded and very scenic. The bridge is bounded by an entrance to a hiking trail at the northwest corner, a cemetery at the northeast corner, a driveway at the southwest corner and a field at the southeast corner.

The bridge is comprised of a single span prestressed concrete superstructure supported on concrete and masonry abutments. Metal bridge railings consist of steel channel and angle railings supported by WF steel posts bolted to the side of the concrete deck sections. There are presently no guide railings at leading approaches.

Enclosed herewith for your review are our recommendations for improvements and estimated construction cost associated with the work. Also included is a ballpark fee estimate for consultant design services for preparations of construction documents, including limited services during construction. We will provide you with a detailed scope of services and fee estimate once the extent of work has been determined.

Once you have had an opportunity to review the data, we will be pleased to meet with you to go over our findings and recommendations in detail. In the mean time don't hesitate to call if you have any questions or require additional information.

Very truly yours,

GM2 Associates, Inc.



Lorin E. Pippin, P.E.

Enclosures

(860) 659-1416

Gurleyville Road Bridge over the Fenton River
Mansfield

Suggested Scope of Construction

Maintain and protect traffic during construction

- Install traffic controls to maintain and protect traffic and work area during construction. Assume 2 stages of work where improvements to the road and bridge will be made one side at time.
- Install advance signs and temporary precast concrete barrier curb. Allow for a minimum 12' wide alternating one-way traffic controlled by stop signs.

Upgrade existing metal bridge railings

- Assume that existing posts and anchorages to the prestressed concrete deck units are suitable for required traffic loads
- Remove steel channel and angle rails from existing posts.
- Fabricate and install new tubular steel railings on existing steel posts.
- Coat completed railing assemblies with dark colored rust inhibiting paint.

Construct concrete end blocks (off bridge in immediate approaches) to provide a transition from the bridge railings to anchorage for new metal guide railings

Fill and level eroded embankment areas adjacent to pavement with processed aggregate

Fill eroded areas behind the SE wingwall.

Install DOT approved Guide Railing. Investigate alternative systems such as RB350 and Parkway type guide railing. Possible use of weathering steel.

Place topsoil and establish turf.

Estimated Costs and Schedule

Duration of construction is estimated to be 90 calendar days.

Estimated Construction Cost = \$100,000. See attached preliminary estimate.

Estimated design fee including preparation of construction documents, review of shop drawings and 4 site visits = \$10,000.

Town of Mansfield
 Improvements to Gurleyville Road at Fenton River

Project No.: _____

Date: 02/14/07

By: LP

Checked By: _____

Preliminary Construction Cost Estimate

Item No.	Description	Unit	Quantity	Unit Cost	Total Cost
201	Clearing & Grubbing	L.S.	1	\$2,000.00	\$2,000
202	Earth Excavation (for concrete end blocks)	C.Y.	20	\$60.00	\$1,200
213	Granular Fill (erosion behind SE wingwall)	C.Y.	15	\$60.00	\$900
305	Processed Aggregate (fill roaded areas adjacent to pavement)	C.Y.	75	\$80.00	\$6,000
601	Class "A" Concrete (concrete end blocks)	C.Y.	14	\$1,500.00	\$21,000
602	Deformed Steel Bars	LB.	2800	\$2.50	\$7,000
904	Modify Metal Bridge Rail to Three Rail (Traffic)	L.F.	90	\$250.00	\$22,500
910	R-B 350 Bridge Attachment-Vertical Shaped Parapet	EA.	4	\$1,500.00	\$6,000
910	Metal Beam Rail (Type R-B 350)	L.F.	80	\$18.00	\$1,440
911	R-B End Anchorage Type II	EA.	4	\$550.00	\$2,200
944	Furnishing and Placing Topsoil	S.Y.	400	\$8.00	\$3,200
950	Turf Establishment	S.Y.	400	\$2.50	\$1,000
971	M&PT of Traffic (alternating one way traffic)	L.S.	1	\$3,500.00	\$3,500
975	Mobilization	L.S.	1	\$6,500.00	\$6,500
	Sub Total				\$84,440
	Minor Items, Incidentals and Contingencoes (20%)				\$16,888
	Total Construction Cost				\$101,328



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *mh*
CC: Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Gordon Schimmel, Superintendent of K-8; Bruce Silva, Superintendent of Regional School District #19
Date: February 26, 2007
Re: Cooperative Agreement between the Town of Mansfield and Boards of Education for Information Technology Services

Subject Matter/Background

Attached please find a proposed amended Agreement between the Town of Mansfield, Mansfield Board of Education, and Regional School Board for Accounting, Bookkeeping, Information Technology and Risk Management Services. The agreement, which was previously executed by the town and Region 19, has been amended to include the Mansfield Board of Education and contemplates the hiring of a Director of Technology. We see the hiring of this position as crucial to the success of our initiative to create a consolidated department of information technology.

Financial Impact

There is no fiscal impact for the current year. The impact for Fiscal Year 2007/08 is estimated at approximately \$35,750.

Recommendation

In order to facilitate the implementation of the consolidated town and school department of information technology, staff recommends that the Town Council authorize the Town Manager to execute the amended contract.

If the Council supports this recommendation, the following motion is in order:

Move, effective February 26, 2007 to authorize the Town Manager to execute the Amended Agreement between the Town of Mansfield, Mansfield Board of Education, and Regional School Board for Accounting, Bookkeeping, Information Technology and Risk Management Services.

Attachments

- 1) Proposed Agreement between the Town of Mansfield, Mansfield Board of Education, and Regional School Board for Accounting, Bookkeeping, Information Technology and Risk Management Services

AGREEMENT BETWEEN
THE TOWN OF MANSFIELD,
THE MANSFIELD BOARD OF EDUCATION
AND
REGIONAL SCHOOL BOARD
FOR ACCOUNTING, BOOKKEEPING, INFORMATION TECHNOLOGY
AND RISK MANAGEMENT SERVICES

This Agreement made this 1st day of July 2006, as amended, by and between the Town of Mansfield (hereinafter called the Town), The Mansfield Board of Education (hereinafter called the Mansfield Board) and Region 19 Board of Education (hereinafter called the R-19 Board), witnesses that:

Whereas the R-19 Board wishes to engage the Town and the Mansfield Board to render certain technical and professional services hereinafter described in connection with the administration of Regional School District No. 19.

Now therefore the parties do mutually agree as follows:

1. The R-19 Board agrees to engage the Town and the Mansfield Board and the Town and the Mansfield Board agrees to perform the services hereinafter set forth.
2. The Town, working through its Director of Finance, shall do, perform and carry out in a satisfactory and proper manner, a scope of activities established by the R-19 Board and the Superintendent of the Region for the purpose of providing financial services to the R-19 Board.
3. The Mansfield Board of Education, working through its Director of Technology, shall do, perform and carryout in a satisfactory and proper manner, a scope of activities established by the Region 19 Board and the Superintendent of the Region for the purpose of providing Information Technology services to the Regional Board.
4. For the period beginning July 1, 2006 to June 30, 2009, the Town and the Mansfield Board will provide the following services:

A. Operations

Using Town, Region 19 Board and Mansfield Board personnel, the Town and the Mansfield Board of Education shall:

1. Provide the R-19 Board with an automated cash disbursements system which shall provide for a systematic paying of bills.
2. Provide the R-19 Board with an automated cash receipts system which will systematically record the receipt of cash
3. Provide the R-19 Board with a fully operational payroll system including all necessary State and Federal reporting.
4. Provide the R-19 Board with accounting and bookkeeping services through monthly trial balance preparation for all funds and account groups.
5. Provide the R-19 Board with an automated budget package for all funds.
6. Prepare computer generated financial reports for all funds in the same form as is currently being provided. Any changes in form to be mutually agreed to by the Superintendent and Mansfield Director of Finance.

7. Provide the R-19 Board with a centralized risk management system for all insurances including: major medical, auto, general liability, and workers' compensation.
8. Provide the R-19 Board with Information Technology services that assist in supporting the existing Board Staff in the following areas:

Local Area Network (LAN) management:

System Usage

Disk space usage

Backup verification

Overall Network Health

Error Logs

System Performance

Installation of updates: Antivirus software and definitions

Configure user ID's and e-mail addresses when required

Shared network printing

9. Provide the R-19 Board with Information Technology services that assist in supporting the existing Board Staff in the following areas:

Wide Area Network (WAN) management:

Remote Access Service Assistance

Internet Connectivity

Other services and technological support that are requested by the Superintendent

10. Prepare a Comprehensive Annual Financial Report in accordance with GAAP.
11. Prepare monthly, quarterly and annual reports and other reports as needed.
12. Prepare the ED-001 for submission to State Department of Education.
13. Pursuant to Memorandum of Understanding between the Region 19 Board of Education and the Edwin O. Smith Foundation, Inc., provide financial management services to the Foundation as enumerated in the agreement.

B. Personnel

1. The Town will provide the personnel necessary to process the accounting information as provided by the R-19 Board personnel, to ensure a satisfactory end result.
2. It is mutually recognized by the parties that the Superintendent for the Region, as the Board's Chief Executive Officer, has the authority, subject to the approval of the Boards, on questions dealing with the design and implementation of the Financial Management System.
3. The Mansfield Board of Education will provide a Director of Technology who will have the authority to coordinate and direct the activity of all IT personnel at all locations where their activity directly impacts the integrating of technology into the curriculum or for using technology in support of the overall operations of either school district.

C. Compensation

The Town agrees to provide the services at a cost not to exceed \$80,880 for financial services and \$52,350 for Management Information Services for fiscal year 2006/07. The Town agrees to provide the accounting and financial services at a cost not to exceed \$83,310 for fiscal year 2007/2008 and the Mansfield Board agrees to provide the Management Information Services at a cost not to exceed \$89,670 for fiscal year 2007-2008. Said amounts to be adjusted annually based upon the Consumer Price Index or as mutually agreed.

D. Termination for Cause an/or Convenience

The Town, the R-19 Board or the Mansfield Board may terminate this contract at the end of any given fiscal year. Notice of such termination must be given in writing 120 days prior to the end of the fiscal year.

E. Changes

The Town, R-19 Board or the Mansfield Board may, from time to time, require changes in the scope of services of this agreement. Such changes, including any increase or decrease in the amount of compensation paid to the Town or Mansfield Board which are mutually agreed upon by and between the Town and the R-19 Board shall be incorporated in written amendments to this contract.

F. Finding Confidential

All reports, information, dates, etc. given to or prepared by the Town under his contract which the R-19 Board requests to be kept as confidential, shall not be made available without prior approval of the R-19 Board.

In witness whereof, we have hereunto set our hand seal this _____ day of _____ in the year of our Lord two thousand and _____.

Witness	Bruce Silva, Superintendent (For the Region of Education)	Date
Witness	Matthew Hart, Town Manager (For the Town)	Date
Witness	Gordon Schimmel, Superintendent (For the Mansfield Board of Education)	Date



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer
Date: February 26, 2007
Re: (WPCA) Proposed FY 2006/07 Willimantic Sewer Budget

Subject Matter/Background

Attached please find the proposed Willimantic Sewer Budget for 2006/07. The Town pays the Town of Windham for the sewer service for those Mansfield residents connected to the Willimantic system. Mansfield then bills its users a fee that is appropriate to fund the budget.

Financial Impact

The proposed budget anticipates a five-percent increase in revenue to the fund and will result in an estimated operating income of \$8,676. Based on this budget, we estimate that retained earnings will increase from \$729,851 at July 1, 2006 to \$738,527 at June 30, 2007.

Recommendation

Staff recommends that the Town Council acting as the Water Pollution Control Authority (WPCA) approve the budget as proposed.

If the WPCA supports this recommendation, the following motion is in order:

Move, effective February 26, 2007, to adopt the proposed Willimantic Sewer Budget for 2006/07 as presented by the Director of Finance.

Attachments

- 1) Proposed FY 2006/07 Willimantic Sewer Budget

TOWN OF MANSFIELD
WILLIMANTIC SEWER ENTERPRISE FUND BUDGETS

	2005/06 Actual*	2006/07 Proposed
OPERATING REVENUES:		
Sewer Charges	\$110,000	\$116,000
Other Revenues	598	500
Total Operating Revenues	110,598	116,500
 OPERATING EXPENSES:		
Sewer Billings	70,100	73,551
Purchased Services & Supplies	8,840	20,000
Depreciation	14,273	14,273
Total Operating Expenses	93,213	107,824
Operating Income	17,385	8,676
Retained Earnings/(Deficit), July 1	712,466	729,851
Retained Earnings/(Deficit), June 30	\$729,851	\$738,527

Estimate of Willimantic Sewer Expense 2006/2007

Under-Estimate for Jan - Jun 2006	\$ 4,357.58
Actual for July - December 2006	33,437.28
Estimate for January through June 2007 16.50 m/gallons at \$2,167.03 m/gallons	35,755.99
Total	\$ 73,550.85

* Agrees with Exhibit H of 2005/06 CAFR



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *M Hart*
CC: Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer
Date: February 26, 2007
Re: Financial Statements for the Quarter Ending December 31, 2006 (previously distributed)

Subject Matter/Background

The Finance Committee will be meeting prior to the Town Council meeting to review the previously distributed the financial statements for the period ending December 31, 2006.

Recommendation

If the Finance Committee wishes to recommend the acceptance of the statements, the following motion would be in order:

Move, effective February 26, 2007, to accept the town's financial statements for the quarter ending December 31, 2006.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager
CC: Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer
Date: February 26, 2007
Re: Comprehensive Annual Financial Report for the Year Ended June 30, 2006 (previously distributed)

Subject Matter/Background

The Comprehensive Annual Financial Report for the Year Ended June 30, 2006 was distributed previously at the February 12, 2007 Town Council meeting and can be found online at www.mansfieldct.org. The Finance Committee will be meeting prior to the Council meeting to review this report.

Recommendation

If the Finance Committee recommends the acceptance of the report, the following motion is in order:

Move, effective February 26, 2007, to accept the town's Comprehensive Annual Financial Report for the Year Ended June 30, 2006.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Mansfield Department Heads
Date: February 26, 2007
Re: Town Manager's Goals, February 2007

Subject Matter/Background

Attached please find my suggested goals for my first year as Town Manager. I have reviewed the goals with the Personnel Committee, and have received the committee's endorsement. At the recommendation of the Personnel Committee, I have grouped the list into two categories, one category containing those goals that are more project-oriented and measurable, and the other category consisting of goals that are more closely related to leadership and management style and philosophy, and are probably more difficult to measure in a purely objective manner. I am already working on the majority of these initiatives and will organize my quarterly reports to include the set of goals, in order to facilitate your review and assessment of the progress we are making towards achieving these objectives. Please note that while some of these initiatives will be completed this year, others are more long-term in nature and will continue over several years.

Recommendation

I wish to solicit any comments or questions that the Town Council may have regarding the list of recommended goals, and would appreciate your endorsement of the same.

If the Town Council supports this request, the following motion would be in order:

Move, effective February 26, 2007, to endorse the list of goals for the Town Manager, dated February 2007.

Attachments

- 1) Town Manager's Goals, February 2007



**Town of Mansfield
Town Manager's Goals
February 2007**

Project-specific goals

- 1) Work with the Town Council, staff and other stakeholders to develop a strategic plan and vision for the organization. Support the goals, work and policy established by the Town Council.
- 2) Complete or make substantial progress with the following projects and initiatives:
 - Assisted/independent living facility – make substantial progress towards selecting a developer to construct and operate a facility.
 - Budget and Finance – prepare and submit FY 2007/08 Budget to Town Council and community; complete FY 2005/06 Comprehensive Annual Financial Report; and critique operating budget process and budget document for any potential improvements.
 - Capital projects – hire architect or other professional to review the facility needs of Beck Municipal Building and Mansfield Senior Center; complete community center air conditioning project; complete downtown connector project; review alternate energy sources for middle school fuel conversion project and make any necessary recommendations to Mansfield Board of Education and Town Council.
 - Communications and information technology – create a regular electronic newsletter and develop proposal outlining best means to broadcast live or recorded Town Council meetings; continue work on wireless initiative; and create new Department of Information Technology.
 - Community/campus relations – monitor the implementation of the housing inspection program through its first year; assist with university's effort to create center for off-campus services; develop and implement strategies to improve our police coverage; and plan for and respond to University Spring Weekend 2007.
 - Community water and wastewater issues – participate in university/town's process to develop master plan for water supply and wastewater treatment systems, and begin to implement master plan recommendations. Begin to plan for future implementation of Four Corners sewer project.
 - Employee benefits management team – enhance employee wellness program and select benefits consultant/insurance broker.
 - Energy conservation and sustainability – begin to apply principle of sustainability to all facets of the organization; support work of Clean Energy team; decide whether we wish to pursue Siemens energy project; and evaluate proposal to install a solar array at the Mansfield Community Center.

- Fire and Emergency Services – continue work to consolidate the workforce from an operational perspective (e.g. formulate standard operational guidelines and establish rank structure); revive and enhance volunteer fire marshal program.
- Grant administration – become more proactive in seeking grant funding to support various municipal programs, services and initiatives.
- Human resources – create human resources team to assist with various initiatives; revise Personnel Rules; complete various employee classification reviews; and update various HR policies.
- Labor relations – complete negotiations with Firefighter/EMT’s and commence negotiations with Police union.
- Land management and open space acquisition – work with various advisory committees and staff to intensify efforts to identify and acquire prime open space and agricultural properties in town.
- Mansfield Community Center – continue to monitor operations; improve marketing efforts; and develop and implement strategies to enhance and stabilize revenue base.
- Mansfield Downtown Partnership and Storrs Center Project – assist with review of special design district; help secure financing and plan for operation of the two municipal garages; participate in partnership’s strategic planning process to prepare for future operations and maintenance of downtown; and otherwise assist with the activities of the partnership.
- Ordinances – prepare proposed ordinances regarding an alternate tax relief program for seniors, tax relief programs for owners of open space and agricultural land; and the regulation of fats, oils and grease in sewer lines.
- Risk management policies – update and prepare various employee safety and related risk management policies.
- School building committee – work with committee to select architect for the project, and assist architect with review of our facilities.
- Small cities community development program – evaluate various proposals to receive funding under small cities community development program, including sprinkler system at Juniper Hill Village.

Leadership and managerial goals

- 1) Begin a process of refining the organization's culture, with a particular focus on promoting leadership, personal and professional accountability, customer service, team building and employee empowerment, and creating professional development opportunities for all staff. Initiate a process to take the Town of Mansfield from "good" to "great."
- 2) Continue to support the work of department heads and other staff, and provide them with the resources they need to best do their jobs.
- 3) Highlight the importance of the issue of sustainability, and begin to apply the principle to all facets of the organization.
- 4) Continuously monitor the organization's finances, and create opportunities for revenue growth and reduce expenditures where feasible. Continue to promote efficiencies.
- 5) Maintain and enhance the town's relationship with the University of Connecticut, and continue to pursue partnership opportunities and work together on matters of mutual interest.
- 6) Continue to work cooperatively with the Mansfield Public Schools, Region 19, the Mansfield Downtown Partnership and various regional entities, such as the Eastern Highlands Health District and the Windham Region Council of Governments.
- 7) Further my own professional development, in order to allow me to best serve the community and the organization, and to maintain my status as an ICMA-credentialed manager.



**CHARTER REVISION COMMISSION
SPECIAL MEETING**

**Tuesday, January 30, 2007
7:00 p.m.**

**Audrey P. Beck Municipal Building
Council Chambers**

Minutes

I. Call to Order

Chairman Bacon called the Special Meeting of the Charter Revision Commission to order at 7:10 p.m.

II. Roll Call

Members present: S. Bacon, L. Eaton (7:15), S. Grunwald, D. Keane, H. Krisch, G. Nesbitt, S. Quinn-Clark, L. Weiss,

Members Absent: A. Booth, N. Cox, D. Dzurec,

III. Communications

- A 1-24-07 e-mail from Commissioner Weiss re: C405.
- A 1-30-07 e-mail from Chairman Bacon re: a facilitator.
- A 1-30-07 e-mail from Commissioner Cox re: her absence of the next two meetings.
- A 1-29-07 e-mail from Chairman Bacon re: a facilitator.
- A 1-25-07 e-mail from Commissioner Grunwald re: a facilitator.
- A 1-23-07 memo from Commissioner Grunwald re: her absence of the 3-6-07 meeting.

IV. Old Business

None

V. New Business

Chairman Bacon noted that the items under New Business for tonight's discussion are Charges related to C406, C407, and C506. Nesbitt suggested to proceed with C407 because of the reference to the budget and Town Meeting in C406. The Commission agreed and proceeded to discuss C407. After a brief discussion on C407, Weiss felt that this as well may be impacted by the decision made on C406, and the consensus of the Commission was to continue discussion on C407 at a later date.

Nesbitt started the discussion C506-Department of Finance, and expressed that C506 (A) items 1, 2, and 3 are fine as they read, but he feels item 4 should be deleted. He feels it is vague and is covered better in other sections of this charge. He also suggested that the Town Clerk and Director of Finance be appointed by the Council and that those departments are the only ones that should be established by Charter. He feels that all other Departments should be established by Ordinance, but since Finance

and the Town Clerk work so closely with the Town Council, they should be appointed by the Town Council and be established by Charter.

After extensive discussion between Commission Members, Nesbit MOVED, Keane seconded, that Sections C507, C508, C509, C510, C511, C512, and C513 be deleted from the Town Charter. MOTION PASSED UNANIMOUSLY.

Discussion began on the wording of C504. Keane MOVED, Nesbitt seconded, to amend the first sentence of C504 to read: There shall be such administrative departments, agencies, and offices as may from time to time be established by ordinance by the Town Council." MOTION PASSED UNANIMOUSLY.

After discussion on C506(A)(4), Nesbit MOVED, Weiss seconded, to delete section C506(A)(4) of the Charter. Krisch, Weiss, Eaton, Keane, and Nesbitt were in favor, Grunwald and Quinn-Clark were against and Bacon abstained. MOTION FAILED due to the lack of six affirmative votes.

VI. Future Agenda Items

In response to the 1-26-07 e-mail received by Chairman Bacon from Matt Hart, Chairman Bacon asked the Commission if they would like to have Matt Hart, Jeff Smith, and Carl Schaefer come and speak at an upcoming meeting. Commission members expressed that they would like to know what the topic is they would like to discuss and how much time they need, so that it may be fit into the agenda. Chairman Bacon to report information back at the next meeting.

Next meeting work to begin on C506 and C502, and Article 3.

VII. Adjournment

Keane MOVED, Quinn-Clark seconded to adjourn the meeting at 9:25 p.m. MOTION PASSED UNANIMOUSLY.

Respectfully submitted,

Jessie L. Shea
Clerk



**CHARTER REVISION COMMISSION
SPECIAL MEETING**

**Tuesday, February 6, 2007
7:15 p.m.**

**Audrey P. Beck Municipal Building
Council Chambers**

Minutes

I. Call to Order

Chairman Bacon called the Special Meeting of the Charter Revision Commission to order at 7:19 p.m.

II. Roll Call

Members present: S. Bacon, D. Dzurec (7:35), S. Grunwald, D. Keane, H. Krisch, G. Nesbitt, S. Quinn-Clark (8:17), L. Weiss,

Members Absent: A. Booth, N. Cox, L. Eaton,

III. Communications

- A 1-31-07 e-mail from Commissioner Nesbitt
- A 2-1-07 letter from Joan Buck, former Council member
- A 2-2-07 e-mail from Commissioner Krisch
- A 2-6-07 e-mail from Commissioner Eaton

IV. Old Business

- Commissioner Keane asked for an update on the status on the lettering for the sandwich board for the Library. Secretary to inquire about status from Sara-Ann and report back at the next meeting.
- Commissioner Nesbitt asked the secretary to compile a list of all the charges that have been addressed.
- Commissioner Weiss requested that the Chairman vote. Discussion took place between Chairman Bacon and Commission members. Chairman Bacon informed the Commission that he would take the suggestion under advisement.

V. New Business

Chairman Bacon noted that the items under New Business for tonight's discussion are Charges related to C502 and C506. Discussion began on C502 Duties of the Town Manager. Suggestion was made that C502 B.(5) be replaced by # 9 of the Model City Charter under the Duties of The Town Manger.

Discussion was held, and Nesbitt MOVED, Weiss seconded that C502 B.(5) be deleted and items #9-13 from the Model City Charter be inserted.

Krisch MOVED, Grunwald seconded to amend the motion to not add #10 and 12 from

the Model City Charter. Extensive discussion occurred, Krisch, Grunwald, Keane, and Weiss were in favor of the amendment, Nesbitt, Dzurec and Bacon were against. **AMENDMENT FAILED** due to the lack of six affirmative votes.

Nesbitt MOVED, Krisch seconded, to amend the motion to not add #10 from the Model City Charter. Nesbitt, Weiss, Keane, Bacon, and Krisch were in favor of the amendment, Grunwald and Dzurec were against. **AMENDMENT FAILED** due to the lack of six affirmative votes.

Dzurec called the question on the original motion that C502 B.(5) be deleted and items #9-13 from the Model City Charter be inserted." In favor of the Motion was Nesbitt, Weiss, Keane, and Krisch, and against was Bacon, Grunwald and Dzurec. **MOTION FAILED** due to the lack of six affirmative votes.

Discussion continued on C502. Dzurec MOVED, Nesbitt seconded that:

- C502 B.(4) be removed, and replaced with #6 of the Model City Charter to now read-"Submit to the Council and make available to the public a complete report on the finances and administrative activities of the Town as of the end of each fiscal year."
- C502 B.(5) be removed, and replaced with #9 of the Model City Charter to now read-"Make recommendations to the Council concerning the affairs of the Town and facilitate the work of the Council in developing policy."
- To modify C502 B.(6) to read "Keep the Council fully advised as to the financial condition and anticipated future financial needs of the Town."
- To add as a new C502 B.(9) the # 11 of the Model City Charter. Now reads-"Assist the council to develop long term goals for the Town and strategies to implement these goals."
- To add a new C502 B.(10) the #12 of the Model City Charter.- Now reads-"Encourage and provide staff support for regional and intergovernmental cooperation."
- To add a new C502 B.(11) the #13 of the Model City Charter.- Now reads- "Promote partnerships among council, staff, and citizens in developing public policy and building a sense of community."
- To renumber the existing C502 B.(9) to C502 B.(12).

MOTION PASSED UNANIMOUSLY.

Members began discussion on C506-Department of Finance. Discussion was held and Dzurec MOVED, Weiss seconded, to revise C506 A.(4) to read :The oversight of expenditures. **MOTION PASSED UNANIMOUSLY.**

Discussion was held on the appointment/removal of the Finance Director.to fall under the Town Manager or Town Council.

Nesbitt MOVED, Quinn-Clark seconded to add to the last sentence of C506 B. the words "or Town Council." **MOTION PASSED UNANIMOUSLY.**

Section C506 B. now reads: "Accounts shall be kept by the Department of Finance showing the financial transactions for all departments and agencies of the town. Forms for such accounts shall be prescribed by the Director of Finance with the approval of the Town Manager. Financial reports shall be prepared for each quarter and for each fiscal year and for such other periods as may be required by the Town Manager or Town

Council."

Dzurec MOVED, Krisch seconded to add to C506 B. (1)(c) [1] the words to the last sentence- "if approved by the Town Council and Town Manager." **MOTION PASSED UNANIMOUSLY.**

Section C506 B. (1)(c) [1] now reads: "Nothing herein contained shall be construed to prevent the town purchasing agent from serving, to the extent requested, as the purchasing agent for the Board of Education upon request of the Board or for any other agencies supported in part by the town if approved by the Town Council and Town Manager."

Nesbitt MOVED, Krisch seconded that C501B. (2) read: "Upon the suspension, removal or resignation of the Town Manager, the Council may appoint a temporary Manager, who shall be a qualified administrative officer of the town, to serve at the pleasure of the Council for not more than ninety (90) days. The Council may extend the temporary appointment for consecutive 30 day periods if needed. The temporary Manager shall have none of the powers of permanent appointment as are conferred upon the Manager in § C503 of this Article." Nesbitt withdrew his motion. Dzurec then MOVED, Krisch seconded to remove "not more than" from the first sentence. **MOTION FAILED.**

VI. Future Agenda Items

Old Business- Purchasing Policy discussion led by Matt Hart, Jeff Smith, and Carl Schaefer. Other finance related questions posed by Commission Members.
New Business-Continue work on charges.

VII. Adjournment

Dzurec MOVED, Quinn-Clark seconded to adjourn the meeting at 10:05 p.m. **MOTION PASSED UNANIMOUSLY.**

Respectfully submitted,

Jessie L. Shea
Clerk

Organizational Meeting - HOUSING CODE BOARD OF APPEALS

November 30, 2006

Director of the Office of Building and Housing Inspection, Michael E. Nintean, called the organizational meeting of the Town of Mansfield Housing Code Board of Appeals to order at 5:01 p.m. in the Council Chambers of the Audrey P. Beck Building. Michael Nintean shall serve as Chairman of this meeting and Jennifer Thompson as Secretary.

I. ROLL CALL

Members present: Brian McCarthy, Richard Pellegrine, Francis Halle and Robert Kremer. Michael E. Nintean, Jennifer Thompson and Derek A. Debus were also present at the meeting.

Member(s) absent: Agatha Hoover

II. BUSINESS MEETING

A. Welcome / Introductions

Michael Nintean thanked the members for their willingness to serve on the Board and attending this meeting. He proceeded to introduce staff – Jennifer Thompson, administrative assistant, and Derek Debus, Housing Code Enforcement Officer, and describe their respective administrative and/or fieldwork responsibilities generally. Jennifer Thompson shall serve as Secretary to the Board, prepare meeting agendas and maintain minutes.

B. Compliance Requirements of Property Maintenance Code

A booklet was provided to the Board members containing sections specific to housing code appeals from the International Property Maintenance Code, the Town Ordinance adopting the Housing Code and a list of board members. Michael Nintean highlighted some of the provisions of the code, drawing attention to well and septic reports, Chapter 9 Rental Certifications and Inspections and the certification zone map.

C. Board of Appeals

Michael Nintean briefly reviewed the role of the Board. Board members will be required to examine, assess and make decisions on appeal applications in accordance with code criteria. At such time an appeal is heard by the Board, members will be provided copies of relative code sections for reference, inspection report and additional information, if any, relating to the subject of appeal.

Richard Pellegrine requested the establishment of procedures for hearings for consistency and order. He made reference to Section 111.4.1 of the Property Maintenance Code.

What documents will be expected from an appeal applicant? Will the applicant be first heard for sides involved in the subject of appeal? It was the consensus of members present that there was a need for uniformity. Administrative assistant, Jennifer Thompson, shall prepare a draft application form for appeal and detail procedures for hearings. The detail is to be forwarded to the members in draft for review and voted for approval at the next meeting of the Board.

Discussion ensued regarding whether a special or regular meeting schedule would best fit the needs of the Board. Pursuant to Code, appeal matters are to be heard 20 days of filing or at regular schedule meetings. Members voiced opinion that a regular set meeting schedule would be preferable for their calendar planning. If no appeal was submitted in particular period timeframe then meeting could be tabled. At least if schedule made and appeal application received, it would be easiest for parties involved to know when the matter would be heard. Robert Kremer suggested Monday evenings. A 5:00 pm meeting time was suggested by Francis Halle. Brian McCarthy noted that the 2nd Monday of each month might be a date less conflicting with holiday occurrences. Upon review of a 2007 calendar, the following schedule was carried unanimously:

January 8, 2007	July 9, 2007
February 12, 2007	August 13, 2007
March 12, 2007	September 10, 2007
April 9, 2007	October 15, 2007
May 14, 2007	November 19, 2007
June 11, 2007	December 10, 2007

The secretary was instructed to post this schedule as the calendar of the Board and forward a copy to all members via mail.

D. Call for Nominations

Michael Nintean called for nominations of a Chairperson. Francis Halle nominated and Robert Kremer seconded Richard Pellegrine for this position. Making note that the months of February and March it may be difficult for him to be in attendance at meetings due to family commitments, Richard Pellegrine declined the nomination.

Robert Kremer nominated Francis Halle as Chairman. Richard Pellegrine seconded. All being in favor, the motion was carried. Francis Halle shall serve as Chairman of the Housing Code Board of Appeals for the 2007 year.

III. HOUSING CODE QUESTIONS / ANSWERS

Upon question from Robert Kremer, Michael Nintean confirmed that all residential rental property owners within the Town of Mansfield are subject to landlord registration even if outside of the certification zone. He explained that there are two separate ordinances that addressed by the department.

Upon question from Brian McCarthy, Derek Debus verified that the Housing Inspection office would act on complaints relating to property outside of the certification zone.

Upon question from Richard Pellegrine, Michael Nintean stated that if an applicant of appeal is not satisfied with the Board decision, that person might seek further appeal to the Superior Court.

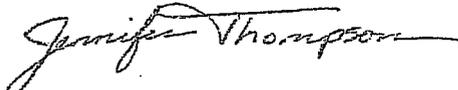
Richard Pellegrine expressed concern with how a decision of the Board would be presented. Members discussed options of public vote or executive decision to follow a hearing. Members agreed that a decision vote on an appeal subject matter would be public unless extreme circumstances warranted otherwise.

IV. ADJOURNMENT

There being no further business to be presented to the members, Robert Kremer moved to adjourn the meeting. Francis Halle and Brian McCarthy simultaneously seconded.

Motion so passed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jennifer Thompson". The signature is written in dark ink and is positioned above the printed name.

Jennifer Thompson, Secretary

Regular Meeting of
HOUSING CODE BOARD OF APPEALS

February 12, 2007

In the absence of Chairman Francis Halle, Richard Pellegrine volunteered to serve as temporary Chair. Mr. Pellegrine called the meeting of the Town of Mansfield Housing Code Board of Appeals to order at 5:07 p.m. in Conference Room C of the Audrey P. Beck Building. The location of this meeting was altered just prior to the start of the meeting to accommodate preparations for the Town Council meeting also being held this evening.

I. ROLL CALL

Members present: Brian McCarthy, Richard Pellegrine, and Robert Kremer. Jennifer Thompson and Derek A. Debus were also present at the meeting.

Member(s) absent: Francis Halle and Agatha Hoover

Upon confirmation that a quorum was present, the meeting proceeded.

II. OLD BUSINESS

A. Approval / Revision of Organizational Meeting Minutes

Chairman called for a motion to accept or revise the minutes of the November 30, 2006 organizational meeting. Motion was so made by Robert Kremer and seconded by Brian McCarthy. All being in favor, motion passed.

B. Approval / Revision of Procedures for Conduct of Hearing

Upon notation by the members present that the Application for Appeal, General Information and Notice of Decision forms were simple and straight forward, the Board proceeded to review the procedures for conduct of appeal hearings.

Brian McCarthy questioned the term "full board" at the time an appeal application is presented for hearing and its implications. Discussion ensued regarding having quorum versus full board. Derek Debus assured the members that the "full board" issue is on a list for review by Town Council. Robert Kremer asked if an alternate's vote would be counted in the event of a hearing. A few scenarios were presented by the members for each other's consideration. It was the consensus that the thoughts of an alternate present at a hearing would be taken into account when members were voting and all of the Board, member or alternate, should participate in discussion. All agreed that they would like to be actively involved if in attendance at a meeting and further clarification is needed as to the role of the alternate. Richard Pellegrine mentioned that, for example, the zoning board has alternates. He wife serves on this board and she is called if someone cannot

attend the meeting then she needs to assure that an alternate will be there. Members need to contact or notify the secretary so that she can verify the intent to attend and alternates will know they will be participating and voting. Those present at this meeting noted that the differential of this board from other town boards is that there really are no on-going issues. Richard Pellegrine said he would not be against giving alternates full rights. Robert Kremer indicated the distinction for such a small board is up to Council for the oversight of procedures. Brian McCarthy remarked upon the value of alternates for quorum and acknowledged that it would be difficult to have consistency without further clarification of the role.

Richard Pellegrine made a motion that future agenda include a line item for the acceptance or addition to meeting agenda since the board will meet regularly. No additions may be made to the agenda in the event of special meeting limitations or with regard to appeal applications made beyond the required receipt date for that particular meeting. Brian McCarthy and Robert Kremer seconded. All being in favor, motion passed.

Chairman voiced concern with "revision" to meeting minutes as it might affect the record. Jennifer Thompson stated that any changes to the minutes of a previous meeting would be reflected in the format of those minutes – strikethrough for deletions, brackets and bold for additions. Brian McCarthy reminded the group that hearings would be tape-recorded as well as the secretary taking notes. Robert Kremer agreed. Further discussion on this matter was dropped.

III. NEW BUSINESS

Upon call for new business by the Chairman, the Secretary noted that (1) there were no applications for appeals received to date and (2) a webpage for the Housing Code Board of Appeals, including such information as membership, calendar, agenda, minutes, and forms was now on-line and linked through the Building Department page of the Town of Mansfield website.

IV. ADJOURNMENT

There being no further business to be presented to the members, Brian McCarthy moved to adjourn the meeting. Robert Kremer seconded.

Motion so passed and the meeting was adjourned at 5:32 p.m.

Respectfully submitted,
Jennifer Thompson, Secretary

Draft
Town of Mansfield
Open Space Preservation Committee
Minutes of the January 16, 2007 meeting

Members present: Evangeline Abbott, Quentin Kessel, Steve Lowrey, Jim Morrow, Vicky Wetherell.

1. Meeting called to order at 7:42.
2. Minutes of the December 2006 meeting were approved on a motion by Wetherell/Feathers.
3. Open Space Initiative: A discussion of educational workshops and informative mailings was held. It was determined that Land Preservation Options Workshops designed to inform local farm and other large property owners of preservation possibilities will be attended by Vicky Wetherell and Jim Morrow. Next, discussion ensued concerning content of mailings to be sent to qualifying town landowners. The content, format and possible locations of educational workshops highlighting conservation and preservation options for Mansfield landowners were also considered.

4. Field Trips and Recommendations to Town Council: Discussion of a property for sale on Thornbush Rd. led to an agreement to visit the site on Saturday, January 20 @ 2:00pm to confirm its feasibility as a possible picnic/canoe-launch site. A motion to support recommendation to pursue purchase of this property (and possibly adjacent lots) by the town was made by Kessel/Feathers and approved unanimously.
5. Meeting adjourned at 9:20.

Respectfully submitted
Evangeline Abbott

**TOWN/UNIVERSITY RELATIONS COMMITTEE
COMMITTEE MEETING
Tuesday, December 12, 2006
Town of Mansfield
Council Chambers**

Minutes

Present: P. Barry, T. Callahan, B. Clouette, R. Hudd, A.J. Pappanikou, E. Paterson, W. Simpson, G. Zimmer

Staff: M. Hart, L. Hultgren, G. Padick, C. van Zelm

1. Opportunity for Public to Address the Committee

None.

2. November 14, 2006 Meeting Minutes

Mr. Clouette made a motion, seconded by Mr. Callahan, to approve the minutes of November 14, 2006. The motion passed unanimously.

3. UConn Water and Wastewater Systems Master Plan

Mr. Callahan reported that the preparation of the master plan is underway, and that the advisory committee would be meeting this Thursday. At the meeting, the consultant will make a presentation on the study. The university has requested a June 1, 2007 deadline for submission of the plan, and is waiting to hear back from the state.

Mr. Hultgren conducted brief presentation regarding the Four Corners sewer project. The tentative service area resembles the planned business area, and EarthTech, the town's engineering firm, hopes to complete its study by June 2007. At the January 8, 2007 Town Council meeting, staff will conduct a public information session regarding the project.

Mr. Pappanikou asked how the town would conceivably pay to install the sewer lines? Mr. Hultgren reported that the cost of \$2.5 million is probably too steep to fund in its entirety via a benefit assessment, and that the town would need to bond or otherwise finance the remainder of the project.

Mr. Clouette asked about the scenario in which a particular property has a crisis with foiling system, could that property be mandated to hook up to the sewer line? Mr. Hultgren explained that the health district would have the authority, depending upon circumstances, to order a connection.

4. Update re: Mansfield Downtown Partnership

Ms. van Zelm reported that work on the pedestrian walkway has been largely completed for the winter. Also, in consultation with UConn film students the partnership is making a CD/Video to promote the project. Furthermore, the partnership and the development team

continue to work on preparing the proposed special design district for submission to the planning and zoning commission. Lastly, in collaboration with the town the partnership will be sponsoring a Winter Fun Day event for February 11, 2007.

Ms. Paterson mentioned that everyone on the Festival on the Green planning committee has agreed to serve again next year. University staff members have been wonderful to work with, particularly Dennis Pierce, head of dining services, who has been a tremendous asset to the committee.

5. Center for Off-Campus Services

Mr. Hart reviewed the search process for the Director of Off-Campus Services position, and explained that the committee planned to conduct the first interviews in early January.

6. Community/Campus Partnership

Ms. Paterson reported that the community-campus partnership continues to meet, and that the group has formed three subcommittees. One of the key benefits of the partnership is that the forum presents town and university officials with the opportunity to dialogue with student leaders and to review issues of concern.

7. Other Business

- a. Meeting Schedule - Mr. Clouette made a motion, seconded by Mr. Zimmer, to adopt the 2007 meeting schedule. The motion passed unanimously.
- b. Assisted Living/Independent Living Project – Mr. Hart reported that the Town Council has endorsed a process to be used to select a developer to construct an assisted/independent living facility for the town. The process does call for the establishment of an advisory committee, and the town will be looking for two university representatives for the body.
- c. Traffic circle – Mr. Callahan informed Mr. Hultgren that the university had received complaints from staff and shuttle bus drivers regarding the new traffic circle on Birch Road. Mr. Hultgren explained that the curbing is designed to be mountable by large vehicles. Mr. Hart stated that in the future the town would do a better job of consulting with the university on such projects, in order to keep the university informed and/or to solicit comments and suggestions.

The meeting adjourned at 5:07 p.m.

Respectfully submitted,

Matthew W. Hart
Town Manager

Mansfield YSB Advisory Board
Meeting Minutes
Tuesday, January 9, 2007
12 noon @ YSB

Attendees: Ethel Mantzaris, Frank Perrotti, Michael Collins, Jerry Marchon, Eileen Griffin, Chris Murphy
Staff: Kevin Grunwald, Pat Michalak, Karen L. Taylor
Regrets: Candace Morell

- I. Call to Order
Ethel Mantzaris, Chair, called the meeting to order at 12:03
- II. Approval of Minutes – **MOTION** by Ethel Mantzaris, seconded by Frank Perrotti. **VOTE:** Unanimous in favor of approving minutes as submitted.
- III. Update: Kevin Grunwald, Director of Social Services
 - A. The town is advertising for the full-time position in YSB but isn't interviewing yet. Frank Perrotti suggested hiring someone with grant writing skills. Board members agreed.
 - B. The Social Services budget was submitted. Mike Collins requested a copy of the budget be sent to board members.
 - C. Altrusa contribution request was submitted for \$500 for the Grief Group Committee. Kevin spoke with Virginia Fulton and should hear next week.

Pat Michalak, Youth Service Coordinator

December Youth Services Activities - Handout

- Children's Grief committee volunteers met and continued work on the brochure and developed an outline for a training session to begin in January.
- Holiday gifts were collected from the Chorus and World Language Program at EOS. Three families were assisted including two families of Mansfield bus drivers.
- Sponsored the Special Education Dinner with teacher Carrie Holman. MMS principal, Jeff Cryan and Assistant principal Candace Morrell spoke to the parents about behavioral expectations of administrators and how parents could be involved.
- Bob Brex from NECASA will put together an information sheet regarding Pharming to be put on his website.
- Planning for the Peers Are Wonderful Support is well underway.

- Many families experienced stress regarding custody and family visitation around the holiday season. It is also a difficult time of the year for children who are not with family members.
- Juniper Hill intergenerational activity included a visit from Santa and Mrs. Clause as well as the makings of 7 gingerbread houses by our seniors and little friends.

IV. Old Business: NECASA

- A. Funding Request was presented to the Board member for approval of funding for \$700 or more. A brief summary was given of NECASA's function and it's grant of \$3300 to YSB yearly. Jerry Marchon made a **MOTION** to increase funding to \$800, **SECONDED** by Frank Perotti, 6 in favor, Mike Collins abstained. Increase funding to \$800 **APPROVED**.
- B. Pat Michalak informed the board that the prospective new member she contacted hadn't returned her call.
- C. Kevin will ask the Committee on Committees to advertise for new board members.
- D. Kevin handed out Draft of Mayor's proclamation to Janit Romayko for review. Members decided to amend to read "youth and families". Kevin to correct and submit to Mayor for signature. Members also suggested for the February meeting Janit be presented with the proclamation prior to focusing on the mission statement.

V. New Business: - Mission Statement

Kevin informed the Board an old statement was not located. Kevin suggested a special meeting for that purpose. Eileen Griffin suggested the next Board meeting, February 13 be utilized for that purpose. Members agreed.

VI. Other:

- A. Suggestion was made that Board members be contacted by telephone the day before the meeting as a reminder and confirmation of attendance. Staff will do so.
- B. Frank Perotti was impressed with the minutes and the preparations made for the meeting. He also congratulated Pat on her acceptance of the position of Youth Service Coordinator and expressed his hope for continued positive interaction between the Director and the Coordinator.
- C. Board members congratulated Chris Murphy on his acceptance to Mitchell college and for his continued service on the Youth Service Board Advisory Board.

Meeting adjourned at 12:54 by Ethel Mantzaris, Chair.

Respectfully submitted by:
 Karen L. Taylor
 Secretary

approved 2/13/07

Mansfield YSB Advisory Board
Meeting Minutes
Tuesday, February 15, 2007
12 noon @ YSB Conf. Rm. B

Attendees: Ethel Mantzaris, Eileen Griffin, Candace Morell
Staff: Kevin Grunwald, Pat Michalak, Karen L. Taylor
Regrets: Chris Murphy, Michael Collins, Jerry Marchon

- I. Call to Order
Ethel Mantzaris, Chair, called the meeting to order at 12:03

- II. Approval of Minutes – **MOTION** by Frank Perrotti with correct spelling of his name, seconded by Eileen Griffin. **VOTE:** Unanimous in favor of approving minutes with correct spelling of Frank Perrotti's last name.

- III. Update: Kevin Grunwald, Director of Social Services
 - A. Kevin informed the Board about the Underage Drinking Grant that had begun in October of 2006 and is the Strategic Plan stage. Youth Services will need to hire a part-time coordinator to handle this grant. Frank asked if any of the interviewees were qualified to write grants. Ethel advised they weren't asked. Eileen shared that there are plenty of one-day workshops that cover that if needed.

Pat Michalak, Youth Service Coordinator

- A. Pat handed out H.I.F.I. Grief Group Brochure to Board members and advised the group would be starting on February 25th.

January Youth Services Activities - Handout

- Established an after school group with UConn student volunteers to assist middle school students.
- Responded to the needs of the family of five young children following the tragic loss of their father on New Year's Eve. Four UConn student mentors and myself are meeting weekly with each of the children.
- Arranged for Hospice to provide information and support to the Goodwin Staff
- Completed 2 day computer training in Microsoft Word and Outlook
- Met with the supervisors of the Mansfield school bus drivers to address their concerns
- Expected starting date for the Grief Group is February 25, 2007
- Grief Group Brochure completed and distributed to schools
- Cope groups continue to serve a growing population of students in all of our elementary schools.

- Intergenerational bingo at Juniper Hill has new UConn student volunteers who plan to continue with this activity. It was wonderful to have this

additional enthusiasm supporting both our middle school students and seniors. We are now reaching out to more seniors through Senior Center invitations.

- Grandparents group is planning for their next meeting in February.
- Homework group continues to be a very popular and successful program. It meets every Tuesday evening and is supported by 15 UConn tutors.

IV. Old Business: NECASA Director, Mission Statement

- A. Question was raised regarding Bob Brex, NECASA Director from the previous meeting. Kevin informed the Board that Bob Brex attending the March meeting to do a informational presentation as tentative and perhaps could be tabled until the Mission Statement had been finalized. The Board agreed to reschedule.
- B. Kevin facilitated brainstorming of ideas on the mission statement, targeted age group, local organizations and agency involvement, and noted them on easel to be condensed and mailed out to all board members, as was suggested, prior to the next meeting for further review.

V. New Business:

- Eileen inquired as to the services offered to walk-ins.
- Frank inquired about the transition process for students entering EOSmith High School.
- Candace informed the Board that the Middle School has begun connecting with students who are transitioning and following up with EOSmith staff.

VI. Other:

- A. Suggestion was made that Board members continue with the Mission Statement at the March meeting.
- B. Board members present decided to have the student members attend the April meeting.
- C. The proclamation was read and presented to Janit Romayko by Ethel and Board members wished her well in her retirement.

Meeting adjourned at 1:10PM by Ethel Mantzaris, Chair.

Respectfully submitted by:

Karen L. Taylor
Secretary

PAGE
BREAK



BAY STATE CONSULTANTS

Memo

To: Jeff Smith
 From: John Shortsleeve
 CC: Susan Shortsleeve, Andy Merola
 Re: Pass Through Charges in 2007 and expected savings
 Date: February 16, 2007

We have concluded our review of the pass through charges in your electric supply contract. As you may recall, this contract includes a "pass through charge" for the substantiated cost of congestion. Based on our review of the 2006 congestion charges, we have estimated your electricity costs for 2007, including your estimated savings. The last row in the table below shows these estimated total savings.

	Base Rate	Congestion	CCM Fee	Total
Contract Cost	7.15 cents / kwh	.7 cents / kwh	.133 cents / kwh	7.98 cents / kwh
Utility Rate	-----	-----		11.86 cents / kwh
Annual Usage				6,271,000 kwh
2007 Savings				\$243,000

Note: The utility rate that we are using for the purpose of making this comparison is the current standard service rate which is subject to change in July. The balance of this memo describes the congestion pass through charge and the method we used to estimate your savings.

Congestion

Wholesale power prices are established hourly through an ISO New England managed auction process. In a perfect grid system with ample transmission capacity in all zones, this auction process would establish one New England wide wholesale market price throughout all of the zones in New England. However, when transmission lines are congested, more expensive generating plants within a particular zone must be utilized because less expensive power outside of that zone can not be transmitted over those congested transmission lines. Congestion Cost is the resulting differential in hourly market prices between two zones. In your contract the Congestion pass through charge is defined as the differential in prices between the CT load zone and the HUB (which is a sub zone in Western Massachusetts).

In 2006 Congestion ranged from .1 cents per kwh in April to 1.5 cents per kwh in July. The average congestion charge for all 12 months in 2006 was .63 cents per kwh. Based on this history we have used .7 cents per kwh as the estimate for average monthly congestion costs in 2007. However, you should expect your congestion cost in 2007 to be higher in the summer months and lower in the winter months.

Electric Savings

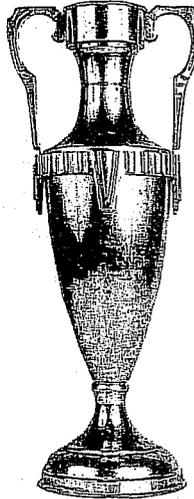
The savings in the above table are calculated by subtracting the total contract costs (after accounting for pass through charges and the CCM fee) from the utility rate that you avoided by using the CCM program. We then multiplied this difference by the annual usage. In your case, the estimated savings are approximately \$243,000. Please recognize however that this is only an estimate, based on projected and unknown future pass through costs. We have assumed that your annual consumption is the same as originally profiled, with no load growth. We have also assumed that congestion in 2006 is a reasonable proxy for congestion in 2007. Given these assumptions, we have determined your estimated savings as described above.

Natural Gas Contract

Recent natural gas prices have fallen as a result of the unusually warm weather experienced in December and January. If natural gas prices remain at current levels throughout 2007, Mansfield will save approximately \$4,000 as compared to the utility gas supply rates during that time period. This compares with a savings in the 2005 / 2006 heating season of approximately \$16,000 as compared to utility supply rates.

Please give us a call at 978 352 9099 if you have questions.

Congratulations to the 2006 CRPA Annual Recognition Award Winners!!!



The Youth Leadership Award was presented to **Dominique Medina** from the New Britain Parks and Recreation department. Dominique is a local teen who has spent countless hours volunteering his time to help the Parks and Recreation Department at various special events and programs over the past 3 years. He is truly dedicated to the department and to the New Britain community!

The Essex Garden Club is this year's recipient of the Selected Organization Award. The Essex Garden Club has been a valuable asset to the Essex community by being the caretaker to the Essex Main Street Park. Over the past 50 years they've invested immense amounts of time and money not only into the parks but into the entire community!

This year the ABCD Award was given out to two deserving individuals. The first was **George Simonian** from the Bloomfield Leisure Services Department. George is a retired school teacher who



has worked for the department as a supervisor of the community center since 1971. He has dedicated his time and energy to the children of the Bloomfield community and has truly been an asset to the department!

The second award was given to **William Johnson** from the Guilford Parks and Recreation Department. William has volunteered countless hours improving trails in the Town of Guilford. From removing brush to building bridges over streams he has made the trails of Guilford much more accessible and enjoyable for all!!

securing \$1 million dollars in grant monies for after school programming and the renovation of the Willow Brook Pool project!

The Outstanding Professional Award was presented to **Karen Dinnie**, Recreation Supervisor for the Manchester Parks and Recreation Department. Karen has had many notable accomplishments over her career including implementing after school recreation programs for Manchester middle and high school students. She has also been very involved with the Healthier "U" Initiative in Manchester teaching individuals how to make healthy choices with food and learning lifetime leisure skills! Karen was also a member of the CRPA Executive Board from 1982-1987 and was involved with multiple CRPA committees over the years!



The 2006 Distinguished Service Award, CRPA's most prestigious award, was presented to **Curt Vincente** the Director of the Mansfield Parks and Recreation Department. Curt has been actively involved with Hershey Track and Field for over 20 years in multiple roles including Committee Member, State Chair, District Meet Director, and Local Meet Director. He was a CRPA Executive Board member from 1986-1994. Perhaps one of Curt's greatest career accomplishments was the planning and development of the Mansfield Community Center. A 38,500 square foot state of the art facility including: pools, gymnasium, fitness center, walking track, teen center, programming and meeting rooms. This facility serves residents of Mansfield and the

surrounding communities and has contributed greatly to the quality of life for the residents in the area!!! ☐



The R. Peter Ledger Young Professional Award was awarded to **Erik Barbieri**, Superintendent of Recreation for the New Britain Parks and Recreation Department. Erik has been an active member of CRPA as the Awards Committee Chair and as part of the Conference Committee for 5 years. Over his young career he has had many accomplishments including



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Town of Mansfield Parks and Recreation Department

Curt A. Vincente, Director
10 South Eagleville Road
Storrs/Mansfield, Connecticut 06268
Tel: (860) 429-3015 Fax: (860) 429-9773
Email: Parks&Rec@MansfieldCT.org
Website: www.MansfieldCT.org

TO: Alison Harle, Executive Director
FROM: Curt Vincente
DATE: December 11, 2006
SUBJECT: Submission for *CRPA Today*, quarterly newsletter

PARTICIPATION IS REWARDING

Dear Colleagues,

I am honored to have received this year's CRPA Distinguished Service Award. I have always admired those who have been past recipients of this award because of their hard work and dedication to the field. Although I work hard at what I do as a professional and have dedicated myself to the field of parks and recreation, I certainly didn't expect to be recognized with this award. The most rewarding experience for me as a professional is not the award itself however, it is the many friends and parks and recreation colleagues that I have been able to work with and learn from through CRPA. My participation with CRPA at many levels did not come without sacrifice, since time away from the office often becomes a drain on regular duties within my department. To keep up with those job duties we often have to work extra hours to maintain the high level of quality service that we provide to the public. This often causes sacrifices in family time as well. I would be remiss if I didn't again acknowledge the support of my family, my wife Cari, and my two kids, Chad and Cristina, for all the support they give to the work I do. I also know that my work family has been the backbone of what I can and have contributed to CRPA and the profession. If it were not for dedicated and loyal support staff, I could not have participated in CRPA as I have over the years. While I have many staff to thank for their support, two staff members who have been working with me side by side for the most years are Jay O'Keefe, my Assistant Director, and Sherry Benoit, my Administrative Services Manager. They have dedicated themselves, along with our other staff, to our department, which allowed me to participate on a broader level with CRPA. The award I have been honored with is as much theirs as it is mine. My former workmates in Sinsbury, John Thibeault and Gerry Toner also supported the things I have done with CRPA and I thank them for the great experience in working with them. Pete Ledger, a former recipient of the award and legend in our field, was a true mentor in my early years in the field. His dedication to the field was a model for me as I selected this career path because of the many opportunities I was given while working in his department many years ago. I also recognize that the support of our Town has been vital in my professional career. Our Mayor, Betsy Patterson, my former Town Manager, Martin Berliner, and my current Town Manager, Matthew Hart, have all given much support and guidance, which has contributed to the things I have been able to contribute to CRPA. Finally, thank you again CRPA for this award I am honored to be this year's recipient. I encourage all members to be as active as they can be with CRPA because the reward of new friends and colleagues is the biggest award of all.

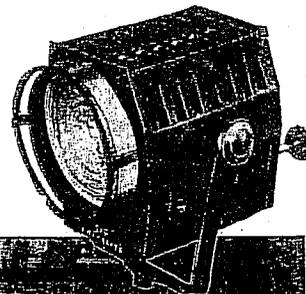
Sincerely,

Curt A. Vincente

Curt A. Vincente, CPRP
Director of Parks & Recreation
Town of Mansfield

Member Spotlight...

MEGHAN O'BRIEN



What are you most passionate about in the P & R field?

I was raised to respect and highly value open space. Parks, trails, forests and other open space areas are my passion. It saddens me to know that many communities and citizens have little respect for preserving open space. It is no surprise that whole communities or sections or cities/towns with more open space are the most desirable and livable properties. Without parks/open space areas there is little hope for recreation.

What has become your biggest professional challenge?

Finding enough time in a day to do all of the things needed to be done!

What are some of the benefits you receive by being connected to your state association?

Getting to really know some great people in a great profession is my number one benefit. Beyond that, giving back and supporting an organization that supports my profession is important to me.

What's your personal philosophy?

Be responsible for your own actions and choices.
Treat others with love and respect and you will be loved and respected.

What are your recreational pastimes?

There is nothing better than lying on a beach with a good book but if I am in the mood to be active I love to sail, swim, hike, do palates, run, snowboard, cross country ski and garden. ■

ME O'Brien & Sons, Inc. of Medfield, Massachusetts, provider of recreational and site furnishing equipment, is pleased to announce the appointment of Meghan A. O'Brien as its President. Meghan is a graduate of Ohio Wesleyan University in which she double majored in Environmental Science and Geography. As a Certified Playground Safety Inspector (CPSI), Meghan has been facilitating the development of park, recreation and open space areas for the past seven years in the state of Rhode Island, Bristol County, Massachusetts, Windham, Tolland, Middlesex, and New London Counties, Connecticut.

For the past four years, Meghan has served on the Connecticut Recreation and Parks Association Conference Committee as the Chairperson of the Exhibition Hall. ■

THE ASHKN GROUP

DestinationGreen

**Expert Insights: Bill Hammon
Director of Building Maintenance, Mansfield, CT**

"Our green cleaning program has my employees working smarter, not harder, and we're helping the environment and the health of our students."

- Bill Hammon

Bill Hammon has worked in the building maintenance industry for more than 20 years. As director of building maintenance for the town government of Mansfield, CT, Hammon is responsible for the maintenance of some 27 buildings encompassing about half a million square feet and includes all of the town's schools.

About a year ago, Hammon suggested to the town manager and superintendent of schools that all the town buildings implement a Green Cleaning program. The idea was enthusiastically received and Hammon reports the whole process has been a great experience that has generated excellent results.

Recently, The Ashkin Group interviewed Hammon about his new insights on industrial cleaning strategies and the unexpected benefits of the town's Green Cleaning program.

The Ashkin Group: What motivated you to make the switch to a Green Cleaning program?

Hammon: I decided out of concern for the health of my workers and our building occupants. When I started evaluating green cleaning products, I realized they were safer.

The Ashkin Group: Did you change your cleaning products vendor in the process?

Hammon: I did not change our supplier. I simply told them we wanted to make this change and asked if they could do it. They said "certainly!" and shared that in fact they were looking for a customer "guinea pig" to try their Green Cleaning products. So the same supplier is now providing me with green certified cleaning materials.

The Ashkin Group: How did you implement the switch to Green Cleaning?

Hammon: As the our cleaning equipment wore out, we replaced it with green certified new cleaning equipment such as floor polishers, floor scrubbers and microfiber cloths. All of my staff saw better results, for example, by using a floor polisher with a vacuum attachment and vacuums with high efficiency filters.

At this stage we are about 85 percent converted to a Green Cleaning process.

The Ashkin Group: What were the challenges you faced?

Hammon: The switch was a hard sell to my workers because it had previously been tried about 8 or 10 years ago and it didn't work. I made it work this time by bringing in the supplier to conduct trainings on how to use each product. The supplier, as an outside expert, had more credibility than anyone else. With the training, our workers were willing to give it a go. I continue to bring in experts from our supplier and schedule trainings for my custodial staff whenever students are out of school and when teachers have their own "professional days."

The Ashkin Group: You've mentioned seeing results you didn't expect, would you elaborate?

Hammon: Efficiency for one. An example is that we now strip floors and apply wax the same way throughout *all* our buildings—rather than doing it 10 different ways in 10 different buildings as we did before. Also, with the new Green Cleaning techniques, we don't have to strip and re-wax our floors as often.

Because we have increased efficiency, my custodians now have time to disinfect telephones, doorknobs, tabletops, desktops and many other surfaces in our schools that students constantly touch. But what I didn't expect is that the result has been we have improved attendance by approximately 20 percent during the past year. We believe this improvement is directly related to the increased disinfecting

techniques we now have the time to carry out in the schools.

Because of our Green Cleaning program, we change the filters in our air handlers more often and that has reduced the number of student asthma attacks. We react instantly to any sign of mold or mildew. For example, pipes with condensation. Today we insulate the pipes so they don't drop condensation onto ceiling tiles.

Students and teachers say they have cleaner rooms, the atmosphere is nicer and they like it.

The Ashkin Group: Any tips or insights for other building maintenance directors?

Hammon: You need your staff to buy in so you have to train them. If your staff don't think it will work, it won't work so you must convince them it will

One way to help convince workers to make the change is by simplifying their standard tasks by using new and improved Green Cleaning equipment.

It is the right thing to do! Today, we have a less negative impact on the environment. We use less water and safer cleaning chemicals.

Green Cleaning has NOT increased our cleaning costs.

My people work smarter, not harder, and we're helping the environment and the health of our students.

PAGE
BREAK



TOWN OF MANSFIELD PLANNING & ZONING COMMISSION

AUDREY P. BECK BUILDING
4 SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3330

Tuesday, February 13, 2007

Mr. Lon Hultgren, Mansfield Director of Public Works
Audrey P. Beck Municipal Building
4 South Eagleville Road
Storrs, CT 06268-2599

Re: Draft Four Corners Sewer Service Area

Dear Mr. Hultgren:

At the PZC's February 5, 2007 meeting, the draft sewer service mapping for the Four Corners area was reviewed by the Commission, and I was authorized to send the following comments and recommendations for service area reconsideration to you and Earth Tech:

1. Inclusion of property located at the corner of Route 195 and Route 320, and property within the designated flood zone west of designated Planned Business/Mixed use areas. These areas are comprised of inland wetland soils and/or flood plains. Inclusion of these areas in the service area is not considered appropriate.
2. Inclusion of properties along Route 44 to the east of Plan of Conservation and Development designated commercial areas, and inclusion of properties along Route 195 south of designated commercial areas. These smaller lots were specifically excluded from Plan of Conservation and Development commercial designations due to historic village area considerations, site topography and traffic safety concerns. These parcels should not be included in the service area to help prevent inappropriate development. It is recognized that there are a few small lots where on-site sanitary systems would not meet Health Code requirements. These situations should be considered as exceptions to be resolved independently or perhaps as a carefully defined secondary service area designed to serve existing uses and not redevelopment.
3. Exclusion of property at the corner of Route 44 and Cedar Swamp Road. This property includes existing commercial uses, and based on Plan of Conservation and Development recommendations, could be used for potential Medium to High Density Age Restricted Residential uses. Inclusion within the service area should be reconsidered.

4. Exclusion of property on Birch Road, south of Route 44 utilized for the Club House apartments and adjacent areas depicted as medium to high density residential that could drain by gravity flow to a potential pump station along Cedar Swamp Brook.

Thank you for affording the Planning and Zoning Commission with an opportunity to comment on the preliminary sewer service area mapping. If you or Earth Tech representatives have any questions regarding these comments and recommendations, please contact Gregory Padick, Mansfield's Director of Planning.



Very Truly Yours,

Rudy J. Favretti,
Chairman, Planning and Zoning Commission

CC: Mansfield Town Council
Mansfield Planning and Zoning Commission

APPLICATION REFERRAL

Mansfield Planning & Zoning Commission

- TO:
- Public Works Dep't., c/o Ass't. Town Eng'r.
 - Health Officer (Eastern Hills Local Health District)
 - Design Review Panel
 - Committee on Needs of Persons w/Disabilities
 - Fire Marshal
 - Traffic Authority
 - Recreation Advisory Committee
 - Open Space Preservation Committee
 - Parks Advisory Committee
 - Town Council
 - Conservation Commission
 - Agricultural Committee

The Planning and Zoning Commission has received a Zoning Regulation and Zoning Map Amendment application^s and will consider the application^s at a Public Hearing/~~Meeting~~ meeting on March 28, 2007*. Please review the application and reply with your comments to the Planning Office before MARCH 22nd. For more information, please contact the Planning Office, 429-3330.

↳ for inclusion in the PZC pre-meeting packet of March 28th for presentation at the Public Hearing.

APPLICATION INFORMATION

Applicant: MANSFIELD DOWNTOWN PARTNERSHIP, INC + STORRS CENTER ALLIANCE LLC

Owner: VARIOUS

Agent(s): VARIOUS

Proposed use: CREATION OF STORRS CENTER SPECIAL DESIGN DISTRICT AND ASSOCIATED REGULATIONS TO AUTHORIZE MIXED USE DEVELOPMENT

Location: EAST OF STORRS RD / SOUTH OF DOG LANE

Zone classification: (Existing: Planned Business-2, Professional Office-1, RAR-90)

Other pertinent information:

- Proposed Development would involve 47 acres of land and potentially 690+ residential units, 200,000+ sq. ft of commercial space, parking spaces and public spaces
- A complete set of full sized preliminary masterplan maps (13) + copies of submitted Design Standards, Traffic, Parking and Stormwater/Drainage studies are available in the Planning Office
- Separate referrals have been or will be sent to neighboring property owners, Winnebago Regional Planning Commission, Winnebago Water Works, state Health Dept, Town Clerks of neighboring Towns and individuals on the Town's Public Notice Registry.

Signed



GREGORY J. PADICK, Director of Planning

Date Feb. 22 2007

* The PZC has established April 6th P.91 April 26th as potential public hearing



Mansfield Downtown Partnership

Helping to Build Mansfield's Future

Via Hand Delivery

February 15, 2007

Rudy Favretti, Chairman
Planning and Zoning Commission
Audrey P. Beck Municipal Building
4 South Eagleville Road
Mansfield, CT 06268

**Re: Mansfield Downtown Partnership, Inc.
Storrs Center Alliance, LLC
Storrs Center Project
Application to Amend the Zoning Regulations**

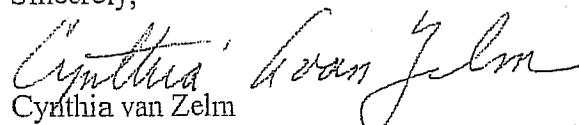
Dear Chairman Favretti and Members of the Commission:

On behalf of the Mansfield Downtown Partnership and Storrs Center Alliance, LLC, I am pleased to submit the enclosed application to amend the text of the Zoning Regulations to create the Storrs Center Special Design District. This application package includes the following:

1. Application fee of \$280.00.
2. Completed application form.
3. Text of proposed revisions to Mansfield Zoning Regulations.
4. Statement of Justification.

We look forward to presenting this proposal to you.

Sincerely,


Cynthia van Zelm
Executive Director

Enclosures

Copy to: Thomas P. Cody, Attorney for Storrs Center Alliance, LLC

APPLICATION TO AMEND THE ZONING REGULATIONS
(See Article XIII of the Zoning Regulations)

File # 1256
Date _____

1. APPLICANT See attached

(Please PRINT) _____ (Signature)
Street Address _____ Telephone _____
Town _____ Zip Code _____

2. AGENT who may be contacted directly regarding this application:

See attached
Name (please PRINT) _____ Address _____

Telephone number _____

3. List article(s)/section(s) of Zoning Regulations to be amended:
(Consideration should be given to interrelated sections that must also be modified to ensure consistency within the Regulations)
See attached

4. Exact wording of proposed amendment(s) – use separate sheet if necessary:
See attached

5. Statement of Justification addressing approval considerations of Article XIII, Section C and
(1) substantiating the proposal's compatibility with Mansfield's Plan of Development;
(2) the reasons for the proposed amendment (including any circumstances or changed conditions that justify the proposal and how the amendment would clarify or improve the Zoning Regulations);
(3) the effect the change would have on the health, safety, welfare and property values of Mansfield residents

(use separate sheet if necessary)
See attached

(over)

6. The following have been submitted as part of this application:

 X Application fee

 Reports or other information supporting the proposed amendment (list or explain):

(end of applicant's section)

* * * * *

(for office use only)

Date application was received by PZC: _____ Fee submitted _____

Date of Public Hearing _____ Date of PZC action _____

Action: Approved _____ Effective _____

Denied _____

Comments:

Chairman, Mansfield Planning & Zoning Commission

Date

APPLICATION BY:

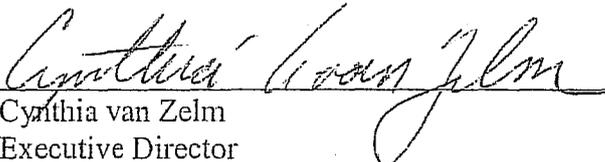
STORRS CENTER ALLIANCE, LLC
MANSFIELD DOWNTOWN PARTNERSHIP, INC.

TEXT AMENDMENT TO THE MANSFIELD ZONING REGULATIONS

Applicants:

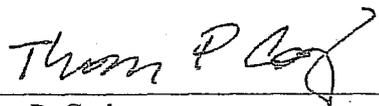
Mansfield Downtown Partnership, Inc.
1244 Storrs Road
P.O. Box 513
Storrs, CT 06268
Telephone: 860-429-2740
Contact: Cynthia van Zelm, Executive Director

MANSFIELD DOWNTOWN PARTNERSHIP, INC.

By: 
Cynthia van Zelm
Executive Director

Storrs Center Alliance, LLC
c/o LeylandAlliance, LLC
16 Sterling Lake Road
Tuxedo, NY 10987
Telephone: 845-351-2900
Contact: Macon Toledano, Vice President for Planning and Development

STORRS CENTER ALLIANCE, LLC

By: 
Thomas P. Cody
Its Attorney

February 15, 2007

Proposed Revisions to Mansfield's Zoning Regulations

(New Provisions are double underlined or otherwise indicated)

(Deletions are noted with strike-out or otherwise indicated)

(Explanatory Notes are provided to assist with an understanding of the proposed revisions. These notes are not part of the proposed zoning revisions.)

Proposed Zoning Regulation Revisions:

- I. Revise Article II, Section A by adding the following to the list of zoning districts in the Town of Mansfield:

SC-SDD Storrs Center Special Design District

Explanatory Note: This change is necessary to add the Storrs Center Special Design District to the list of zoning districts in the Town of Mansfield.

- II. Revise Article VI, Section B.4.q. as follows:

2. **Landscape Buffer** - Where a site abuts a more restrictive zone or existing residential uses, a landscaped buffer area shall be required along the subject property lines and/or zone boundary lines. A landscape buffer area shall also be required when a commercial, industrial, multi-family or other non-residential land use abuts an historic structure, cemetery or environmentally sensitive feature such as a river, brook, pond or wetland area. Said buffer shall be at least 50 feet wide, unless reduced by the Commission due to existing physical characteristics, such as topography, adjacent flood hazard, or the nature of wetland areas; the location of existing structures; existing non-conforming lot size; the nature of the activity or the nature of the landscaping plan. The designated buffer area shall be attractively landscaped and shall be designed to achieve the desired buffering objectives, which may include the visual screening of the proposed use from abutting properties, the minimizing of auditory impacts and the protection and enhancement of historic structures, cemeteries or environmentally sensitive features. The buffer design shall consider vegetated earthen berms, multiple rows of staggered evergreens, selective plantings, walls, fencing, existing vegetation and other landscape measures. Due to special provisions contained or referenced in Article Ten, Section T, the landscape buffer requirements contained in this subparagraph shall not apply to land zoned SC-SDD.

3. **Installation and Maintenance** – Unless bonding arrangements in accordance with Article VI, Section C. are approved by the Commission or, in the case of property within an SC-SDD zone district, by the Director of Planning and the Zoning Agent, or unless an extension is granted by the Commission or, in the case of property within an SC-SDD zone district, by the Director of Planning and the Zoning Agent, due to seasonal restrictions all required landscape and buffer improvements shall be planted or installed

by the subject property owner prior to the issuance of a Certificate of Compliance. All existing landscape features and all approved landscape plantings shall be maintained by the subject property owner in an attractive and healthy condition. All fences, walls and other improvements approved for buffering purposes shall be suitably maintained by the subject property owner in an attractive state. Required landscape or buffer improvements that die or deteriorate to an unattractive or ineffective state shall be replaced as soon as possible by the subject property owner. Failure to maintain required landscape and buffer improvements shall constitute a violation of these regulations and shall be enforced as per the provisions of Article XI.

Explanatory Note: These changes are needed to give the Director of Planning and the Zoning Agent authority in cases involving properties located in an SC-SDD zone district that is similar to the Commission's authority to require buffer areas and to enforce the completion of landscape and buffer improvements.

III. Revise Article VI, Section B.4. as follows:

s. **Erosion and Sediment Control Plans for Land Development**

1. **Definitions:** For the purpose of this section the following definitions shall be used:

- (a) **Certification** means a signed, written approval by the Mansfield Planning and Zoning Commission or, in the case of property within an SC-SDD zone district, by the Director of Planning and the Zoning Agent, that a soil erosion and sediment control plan complies with the applicable requirements of these regulations.

4. **Erosion and Sediment Control Plan:**

a. To be eligible for certification, a soil erosion and sediment control plan shall contain proper provisions to adequately control accelerated erosion and sedimentation and reduce the danger from storm water run off on the proposed site based on the best available technology. Such principles, methods and practices necessary for certification are found in the CONNETICUT GUIDELINES FOR SOIL EROSION AND SEDIMENT CONTROL (1985) as amended. Alternative principles, methods and practices may be used with prior approval of the Commission or, in the case of property in an SC-SDD zone district, by the Director of Planning and the Zoning Agent. (Also see Article VI, Section B.4.r.).

h. identification of the specific individual (name and phone number) who shall be responsible for understanding the details of an approved erosion and sediment control plan and for implementing the plan specifically approved. The plan shall provide for maintenance inspections based on the nature of the project, site characteristics, weather factors and schedule of activities. The maintenance inspection schedule shall be approved by the Commission or, in the case of property within an SC-SDD zone district, by the Director of Planning and the Zoning Agent, and daily inspections may be required. In addition, the Commission or, in the case of property within an SC-SDD zone district, the Director of Planning and the Zoning Agent, may require the submission of written monitoring reports on a bi-weekly basis or as otherwise deemed appropriate. The Commission or, in the case of property within an SC-SDD zone

district, the Director of Planning and the Zoning Agent, shall have the right to designate the format for written monitoring reports.

The Commission or, in the case of property within an SC-SDD zone district, the Director of Planning and the Zoning Agent, shall have the right to require site inspections and the preparation of the written monitoring reports to be performed by a professional engineer, soil scientist or other qualified professional.

5. **Minimum Acceptable Standards**

- b) The minimum standards for individual measurements are those in the CONNECTICUT GUIDELINES FOR SOIL EROSION AND SEDIMENT CONTROL (1985), as amended. The Commission or, in the case of property within an SC-SDD zone district, the Director of Planning and the Zoning Agent, may grant exceptions when requested by the applicant if technically sound reasons are presented.

6. **Issuance or Denial of Certification**

- a) The Mansfield Planning and Zoning Commission or, in the case of property within an SC-SDD zone district, the Director of Planning and the Zoning Agent, shall either certify that the soil erosion and sediment control plan, as filed, complies with the requirements and objectives of this regulation or deny certification when the development proposal does not comply with these regulations.
- d) The Commission or, in the case of property within an SC-SDD zone district, the Director of Planning and the Zoning Agent, may forward a copy of the development proposal to the Conservation Commission or other review agency or consultant for review and comment.

7. **Conditions Relating to Soil Erosion and Sediment Control**

- a) Whenever, in the opinion of the Commission or, in the case of property within an SC-SDD zone district, in the opinion of the Director of Planning and the Zoning Agent, the development presents the potential for significant adverse impact, the estimated costs of measures required to control soil erosion and sedimentation, as specified in the certified plan, may be covered in a performance bond or other assurance acceptable to the Commission or, in the case of property within an SC-SDD zone district, the Director of Planning and the Zoning Agent, in accordance with the provisions specified under Article VI, Section C. of these regulations.

8. **Inspection** – Inspections shall be made by the Commission or its designated agent or, in the case of property within an SC-SDD zone district, the Zoning Agent, during development to ensure compliance with the certified plan and that control measures and facilities are properly performed or installed and maintained. The Commission or, in the case of property within an SC-SDD zone district, the Zoning Agent, may require the permittee to verify through progress reports that soil erosion and sediment control

measures and facilities have been performed or installed according to the certified plan and are being operated and maintained.

Explanatory Note: These changes are needed to clarify that, in matters involving property located within an SC-SDD zone district, the Director of Planning and Zoning Agent have similar authority as the Commission in the review, approval and enforcement of soil erosion and sediment control plans.

IV. Revise Article VI, Section C as follows:

C. **BONDING**

1. **General Provisions**

In all matters requiring Planning and Zoning Commission or Zoning Board of Appeals approval, including special permits, special exemptions, site plans earth removal or filling projects and subdivisions or, in the case of a matter involving Director of Planning and Zoning Agent approval of a zoning permit in an SC-SDD zone district, the posting of a performance bond may be required to ensure the satisfactory completion of all components of a development proposal and to protect the natural environment and the health, welfare and safety of Mansfield residents. Bonded development components may include but shall not be limited to the following: roadway and drainage improvements; sanitary facilities; parking and loading area improvements, grading, landscaping and buffering improvements; site restoration, including areas damaged through construction activities; recreational facilities; erosion and sedimentation control measures; walkways and bikeways and monumentation. To ensure proper stabilization and settling and, in the case of landscaping, proper plant adaptation, the posting of a maintenance bond for appropriate development components may also be required.

All required bonds shall be in a form and with conditions acceptable to the Planning and Zoning Commission and Town Attorney or, in the case of a matter involving the approval of a zoning permit in an SC-SDD zone district, conditions acceptable to the Director of Planning, Zoning Agent and Town Attorney. Cash bonds, with written bond agreements, are the preferable bond format to ensure the completion of site improvements and other site work, including the implementation of an approved erosion and sedimentation control plan. However for larger projects, the Commission or Director of Planning and Zoning Agent, as the case may be, may authorize other provisions in association with a cash bond. Where proposed activities are subject to Mansfield Inland Wetland Agency requirements, the Planning and Zoning Commission or the Director of Planning and Zoning Agent may accept bonds which address both IWA and [PZC] zoning requirements. Unless modified by the Commission or the Director of Planning and the Zoning Agent, performance bonds shall typically be in an amount equal to 100% of the cost of the bonded improvements plus a twenty (20) percent contingency, and maintenance bonds shall typically be equal to 10% of the full bond amount for the subject improvements. To help establish a bond amount, the developer-property owner may be required to submit a detailed estimate of the cost of site improvements. For larger projects, bonding in independent sections may be allowed and formal written agreements between the [Planning and Zoning Commission] Town of Mansfield and the subject developer-property owner shall be a necessary component of the bonding arrangement. Where a performance bond is required as a condition of approval, all

required information shall be submitted by the developer-property owner and approved by the Town prior to the issuance of a zoning permit. The required bond amount may be reduced by the Planning and Zoning Commission or Director of Planning and Zoning Agent in accordance with established written agreements.

Regardless of the status of a bond, public health and safety components of the subject project shall be satisfactorily completed prior to the occupancy or use of any new structure. In situations where a bond was not required as a condition of approval, all development components shall be completed prior to the issuance of a Certificate of Compliance; or alternatively, in situations where all public health and safety components have been completed, the Planning and Zoning Commission or the Director of Planning and Zoning Agent may authorize the issuance of a Certificate of Compliance provided a suitable bond with written bond agreement is submitted for the remaining site work or provided acceptance alternative arrangements are approved by the Commission or the Director of Planning and Zoning Agent. Maintenance bonds may be required at the time of original approval or prior to the issuance of a Certificate of Compliance.

Explanatory Note: These changes are needed to provide that the posting of a performance bond may be required by the Director of Planning and Zoning Agent following approval of a zoning permit for work within Storrs Center. In addition, all required bonds must be in a form acceptable to the Director of Planning, Zoning Agent and the Town Attorney.

V. Revise Article VII, Section A.5 as follows:

5. Minor modifications of existing or previously approved site improvements may be authorized by the Chairman of the Planning and Zoning Commission and the Zoning Agent as per the provisions of Article XI, Section D, provided all Planning and Zoning Commission conditions of approval are met. Within an SC-SDD zone district, requirements relating to site and building modifications are set forth in Article X, Section T.

Explanatory Note: These changes are needed to clarify that requirements relating to site and building modifications in an SC-SDD zone district are provided for in Article X, Section T.

VI. Revise Article VII, Section B as follows:

Provided all applicable procedures and requirements of these regulations are complied with, and provided suitable provisions for the maintenance of all common properties, including roadways and utilities, are approved by the Planning and Zoning Commission or, in the case of property located within an SC-SDD zone district, the Director of Planning, the construction, conveyance or ownership of dwelling units or business units, which comply with the provisions of Chapters 825 and 826 CGS and the Common Interest Ownership Act for Connecticut as amended is hereby authorized.

Explanatory Note: These changes are needed to give the Director of Planning the authority to review provisions for maintenance of common properties in an SC-SDD zone district.

VII. Revise Article VII to create a new Section Y:

Y. Uses Permitted in the Storrs Center Special Design District

The uses permitted in the Storrs Center Special Design District are identified in Article X, Section T.

Explanatory Note: This change simply adds Storrs Center Special Design District to the list of zoning districts in the Town of Mansfield and makes reference to Article X, Section T where the allowed uses are identified.

VIII. Revise Article VIII as follows:

Add the following footnote to the Schedule of Dimensional Requirements:

19. Article X, Section T contains or references applicable dimensional requirements in the Storrs Center Special Design District.

Explanatory Note: This change adds a note to the Schedule of Dimensional Requirements referencing Article X, Section T where dimensional requirements for the Storrs Center Special Design District are contained or referenced.

IX. Revise Article VIII, Section C as follows:

1. Residential

All buildings and structures used as residences shall meet the following minimum livable floor area requirements:

- a. Single-Family Dwellings – 800 square feet
- b. Two-Family Dwellings – 800 square feet per dwelling unit
- c. See specific provisions for DMR, SC-SDD and PRD zones and for multi-family housing, conversions and efficiency units allowed in other zones.

Explanatory Note: This change is needed to clarify that the Storrs Center Special Design District, like other zoning districts that contain multi-family housing, will have different minimum livable floor area requirements than single and two-family dwellings.

X. Revise Article X, Section C by adding the following:

14. Signage Regulations Applicable to all Storrs Center Special Design Districts (SC-SDD)

The provisions of Article X, Sections C.1.c, C.1.d, C.3.i, C.5, C.6, C.7, C.8, C.9 and C.10 do not apply to property zoned SC-SDD. All other provisions of Article X, Section C apply to property zoned SC-SDD. Additional signage regulations pertinent to SC-SDD zone districts are contained or referenced in Article X, Section T.

Explanatory Note: This change is needed to remove conflicting provisions, since certain signage regulations pertinent to SC-SDD districts are contained or referenced in Article X, Section T.

XI. Revise Article X, Section D as follows:

D. Required Off-Street Parking and Loading

1. Applicable to all uses – Accessory off-street parking and loading spaces, open or enclosed, shall be provided for any lot for any use specified in 5 and 12 below, for the purpose of eliminating the creation of traffic hazards. This section shall not apply to properties zoned SC-SDD. All parking and loading requirements within a Storrs Center Special Design District shall be in accordance with the requirements of Article X, Section T. Any land which is developed as a unit under the single ownership and control with uses specified below in these sections shall be considered a single lot for the purpose of such regulations.

Explanatory Note: This change is needed to clarify that all off-street parking and loading regulations pertinent to SC-SDD districts are contained or referenced in Article X, Section T.

XII. Revise Article X, Section H.2 by adding the following:

i. Filling, grading or removal of material associated with activities located in an SC-SDD zone district for which a zoning permit has been issued.

Explanatory Note: This change clarifies that a separate approval for filling, grading or removal is not necessary where a zoning permit has been issued in an SC-SDD district.

XIII. Revise Article X, Section I as follows:

2. General

All proposed uses of land, buildings or structures involving the wholesale or retail sale of alcoholic liquor, whether for consumption upon the premises or otherwise, or involving the storage or manufacture of alcoholic liquor shall conform with the specific requirements contained in this section and shall conform with the permitted use provisions of Article VII or the non-conformity provisions of Article IX. The requirements contained in this section I shall not apply to any permit premises located within an SC-SDD zone district.

Explanatory Note: This change is necessary to provide that, given the unique characteristics of the Storrs Center Special Design District, the requirements pertaining to the sale of alcoholic liquor contained in the current regulations do not apply to permit premises located within the Storrs Center Special Design District.

XIV. Revise the first sentence of Article X, Section S.I as follows:

This section is designed to provide comprehensive standards that encourage and guide the coordinated development of specialized and more intensive uses and groups of principal buildings and uses, with the exception that this section shall not apply to property located in an SC-SDD zone district.

Explanatory Note: This change is needed to avoid conflict with the provisions of Article X, Section T (Storrs Center Special Design District), which contains extensive design guideline requirements.

XV. Revise Article X by adding the following new Section T (to facilitate review of this lengthy new section, double underlining has been omitted):

T. Storrs Center Special Design District (SC-SDD)

1. General

The intent of the Storrs Center Special Design District is to create a zoning mechanism that will enable Storrs Center to be developed in a responsible yet efficient manner. Because Storrs Center is proposed to be a comprehensively designed mixed use environment, with a variety of land uses carefully integrated both horizontally and vertically in a compact form, a conventional zoning district that separates land uses into single-use areas would be unworkable and inappropriate. Accordingly, the Storrs Center Municipal Development Plan (the "MDP") approved by the Town and the Connecticut Department of Economic and Community Development provides that a new zoning district should be created to accommodate and facilitate development of Storrs Center.

The Storrs Center Special Design District is a mixed use zoning district that functions like a floating zone. The Storrs Center Special Design District is available only to property located within the MDP area, and the provisions of the SC-SDD district will apply only to specific properties that are rezoned to an SC-SDD designation by the Planning and Zoning Commission. Upon rezoning to an SC-SDD designation, a unique, numbered zone district classification (SC-SDD[#]) is created on the Zoning Map of the Town of Mansfield, and the preliminary master plan approved as part of the map amendment shall become part of the zoning for the land included within the map amendment. There is no minimum area of land required for rezoning to SC-SDD. For the purposes of this Article, the Storrs Center Special Design District shall not be considered one of the Designed Development Districts, as that term is defined in these Regulations.

2. Relationship to Zoning Regulations

In cases of specific conflict with other provisions of these Regulations, the provisions of this Section shall prevail.

3. Procedure to Amend the Zoning Map to Storrs Center Special Design District

a. Procedures

The procedures to amend the Zoning Map to Storrs Center Special Design District are described in Article XIII, Section A.

b. Informal Review

All prospective applicants considering development within the Storrs Center Special Design District are encouraged to review with the Planning and Zoning Commission, on an informal and pre-application basis, a draft preliminary master plan and drafts of other information required by the Zoning Regulations. Although this process may enable a prospective applicant to obtain meaningful preliminary feedback, this informal review is not intended to include evaluation of application specifics. Any statements by members of the Commission are not binding and are not intended to indicate prejudgment in any way of an actual application, should one later be submitted. Similarly, silence by Commission members during an informal review should not be construed as assent or acceptance of what is presented. The Commission's official decision-making process only commences upon the submission of a formal application.

c. Application Requirements

Petitions to amend the Zoning Map to Storrs Center Special Design District shall provide all applicable information required by Article XIII, Section B. The following information shall also be required:

- (i) Preliminary Master Plan for the area to be rezoned, including the following elements:
 - (1) boundary survey of the land to be included in the district at a scale that clearly depicts the area to be rezoned.
 - (2) existing topography with contours of sufficient spacing to show the general gradient of the site, existing structures, existing roads and rights-of-way, major topographic features, and limits of inland wetlands, watercourses and floodplains
 - (3) existing land uses and zoning within 500 feet of the area to be rezoned

- (4) names of all property owners located within 500 feet of the boundary of the property to be rezoned, as listed on the Town Assessor's records as of a date no more than 15 days before the application is filed
- (5) location of proposed land uses within the area to be rezoned
- (6) location of wetlands and watercourses, exposed ledge and areas that are known to be shallow to bedrock
- (7) proposed contours with intervals adequate to indicate drainage and grades
- (8) general location of proposed buildings and structures
- (9) identification of neighborhoods, if appropriate
- (10) public and private streets and circulation patterns and potential traffic improvements
- (11) general locations of on and off street parking, loading and delivery areas
- (12) existing and proposed pedestrian facilities and circulation routes
- (13) potential location of public transit connections or stops
- (14) public and private open spaces
- (15) general locations of utilities and drainage facilities to serve the area to be rezoned
- (16) general landscaping plans, including existing vegetation to be preserved and general location of landscape buffers
- (17) preliminary project phasing, including phasing of public improvements and provisions to address construction traffic

- (ii) Comprehensive parking study (“Master Parking Study”) for the area to be rezoned. The following information should be included in the Master Parking Study:
 - (1) Overall analysis of parking demand for the area to be rezoned, including shared use analysis if applicable
 - (2) Types and approximate locations and number of parking spaces to be provided
 - (3) Comparison of parking demand and parking to be provided
 - (4) Parking space dimensions
- (iii) Comprehensive traffic study (“Master Traffic Study”) for the area to be rezoned. The following information should be included:
 - (1) Existing and projected background traffic counts on major streets located in and adjacent to the area to be rezoned
 - (2) Analysis of anticipated traffic to be generated by the land uses proposed for the area to be rezoned, including projected levels of service and queuing at key intersections
 - (3) Description of traffic improvements, including pedestrian and public transit improvements, to mitigate traffic impacts
 - (4) Anticipated phasing of traffic improvements within project area
- (iv) Comprehensive stormwater drainage study (“Master Stormwater Drainage Study”). The following information should be included:
 - (1) Analysis of existing and proposed peak rates of stormwater discharge from the property
 - (2) Description of stormwater drainage improvements to be constructed, including phasing

- (3) Preliminary description of stormwater quality measures to be incorporated into the area to be rezoned
- (v) Documentation of the availability of potable water and sanitary sewer service
- (vi) Design guidelines for the district, including information on the following:
 - (1) General statement of intent and project vision
 - (2) Dimensional requirements, including building heights and setbacks
 - (3) Schematic cross sections of building mass and height along streets
 - (4) Nature and color of building materials for facades and roofs
 - (5) Public and private roadway and sidewalk cross-sections and design
 - (6) Location and type of walkways, including paths and trails, if any
 - (7) Design format for General Identity Signs and Directional Signs
 - (8) Standards for lighting fixtures
 - (9) Landscape features for public spaces such as street frontages and parks, including planting details, buffers, hardscapes and accessory fixtures such as benches and trash receptacles
 - (10) Waste disposal facilities such as dumpster areas
 - (11) Treatment of service areas, loading and delivery areas and aboveground utilities such as transformer boxes

d. Notification of Neighboring Property Owners

All petitions to amend the Zoning Map to Storrs Center Special Design District shall adhere to the notification requirements contained in Article XIII, Section C.

e. Approval Considerations

The Commission may approve, approve with minor changes or modifications, or disapprove any application to amend the Zoning Map to SC-SDD. In considering any petition to amend the Zoning Map to SC-SDD, the Commission shall make a finding, in addition to the findings required by Article XIII, Section D, that the Preliminary Master Plan, Master Stormwater Drainage Study, Master Parking Study, Master Traffic Study and Design Guidelines are consistent with the Municipal Development Plan for Storrs Center dated August, 2005, as it may be amended from time to time, and are adequate to ensure safe and appropriate implementation of permitted uses.

f. Adoption/Protests

All those provisions of Article XIII, Section E pertaining to Zoning Map amendments shall apply to any petition to amend the Zoning Map to Storrs Center Special Design District.

g. Filing of Approved Preliminary Master Plan and Zoning Map Amendment

Following approval of an SC-SDD amendment to the Zoning Map, the Preliminary Master Plan, together with the approved Master Parking Study, Master Traffic Study, Master Stormwater Drainage Study and Design Guidelines, shall be filed in the office of the clerk of the Town of Mansfield. The approved map amendment shall be identified on the Zoning Map with a numbered SC-SDD designation (e.g., SC-SDD 1, SC-SDD 2).

h. Modification of Approved Zoning Map Amendments

Approved SC-SDD zoning map amendments may be modified by the Commission following the procedure to approve a zoning map amendment to SC-SDD. The Commission may waive any of the application requirements contained in subparagraph 3.c of this section if such requirements are not necessary to adequately review and decide the application.

4. Uses Permitted in the Storrs Center Special Design District

a. The following land uses are allowed within the Storrs Center Special Design District, whether in separate buildings or in mixed use buildings and whether owned or leased:

- (i) Single family residences
- (ii) Two-family residences
- (iii) Multi-family residences, including private residence clubs
- (iv) Age-restricted multi-family residences as defined in Article VII, Section H

- (v) Boarding houses
- (vi) Live-work units (defined as a mixed use unit that includes a direct internal connection between office or retail space and residential space, whether on the same or different floors).
- (vii) Use of residence for personal business purposes as defined in Article VII, section D
- (viii) Retail uses
- (ix) Restaurants, including sit-down and take-out varieties
- (x) Banks and financial institutions
- (xi) Offices, including medical offices and physical therapy clinics
- (xii) Personal service shops including, but not limited to, beauty salon, barber, and tailoring
- (xiii) Photocopying, facsimile, document processing, courier and similar services
- (xiv) Repair services or businesses, including the repair of bicycles, electronics, home appliances, office equipment, watches, clocks, clothing, shoes and similar uses, but excluding the repair of internal combustion engines
- (xv) Commercial printing or production accessory to an on-site retail business, provided the following conditions are met:
 - (1) the floor area used for such printing or production shall be limited to 3,000 square feet;
 - (2) all goods prepared shall be sold to customers on the premises; and
 - (3) no floor drains or other direct connections to the exterior of the building shall be permitted
- (xvi) Governmental and civic uses, including but not limited to post offices, libraries, University of Connecticut uses, Town of Mansfield uses, parks, squares and greens
- (xvii) Art galleries or studios, museums, music recital halls, cinemas, and theaters of all types
- (xviii) Dance halls and juice bars not serving alcohol

- (xix) Live music, whether as a principal or accessory use
- (xx) Public and private parking garages
- (xxi) Public and private parking lots
- (xxii) Self-service laundromats, and laundry and dry-cleaning drop-off and pick-up, provided no dry cleaning is conducted on the premises
- (xxiii) Public or private schools
- (xxiv) State licensed or registered day-care centers
- (xxv) Recreation facilities, whether public or private and whether indoors or outdoors, such as health clubs, physical fitness centers, gyms, playgrounds, and billiard halls
- (xxvi) Private clubs and fraternal organizations, excluding University-related fraternities and sororities

5. General Requirements

- a. All buildings, structures and site improvements in SC-SDD zones shall address all applicable dimensional provisions contained in the Preliminary Master Plan, Master Parking Study and Design Guidelines approved in conjunction with the establishment of the SC-SDD zone classification for the property.
- b. All development in SC-SDD zones shall be served by public water and sanitary sewer facilities.
- c. All new utilities shall be installed underground, unless waived by the Director of Planning due to physical constraints or other special circumstances. Utilities that are not customarily installed underground, such as transformer boxes, are not required to be installed underground.
- d. Underground tanks for the storage of petroleum products or hazardous materials are prohibited in SC-SDD zones.

6. Zoning Permit Application Review

Following approval of a map amendment rezoning land to an SC-SDD designation, all applications for zoning permit review shall be submitted to the Mansfield Director of Planning pursuant to the following process:

- a. Informal Review

All prospective zoning permit applicants are encouraged to review zoning permit applications with the Director of Planning and the Zoning Agent on an informal and pre-application basis.

b. Application Process

- (i) Applications for zoning permit review in an SC-SDD district are submitted to the Director of Planning. A minimum of eight complete sets of all application materials shall be submitted and the Director of Planning shall have the right to require additional sets to satisfy referral requirements. The applicant shall also submit at least one set of plans at one-half or one-quarter size to facilitate referrals and public review.
- (ii) The Director of Planning shall promptly refer the application to the Mansfield Downtown Partnership for the purpose of holding a public hearing on the application and rendering an advisory opinion regarding the application to the Director of Planning. The Partnership public hearing shall be advertised in a manner consistent with the statutory requirements for public hearings on special permit applications. The Partnership shall conclude its public hearing on the application within 35 days of the date that the Director of Planning refers the application. The applicant may consent to an extension of time to open or conclude the public hearing of up to a total of 35 days. If the Partnership does not deliver its written report to the Director of Planning within 10 days of the close of its public hearing, the Director of Planning shall presume that the Partnership's advisory opinion is favorable to the application.
- (iii) The Director of Planning shall complete his review of the application no later than 20 days following the due date for the report from the Mansfield Downtown Partnership provided that, if any of the activities proposed in the application are regulated by the Mansfield Inland Wetlands and Watercourses Agency (IWA), the Director of Planning shall not render a decision on the application until the IWA has rendered a decision on such regulated activities. Upon completion of a favorable review by the Director of Planning, the Zoning Agent is authorized to issue the zoning permit.

c. Application Requirements

All applicants for zoning permit review shall provide the application materials required by Article XI, subsection C.2. The following additional information shall also be submitted:

- (i) Summary table of land uses, including number of dwelling units in each building, amount of square footage of each non-residential land use type in each building, dimensional requirements and statement of consistency of the application with the above requirements
- (ii) Statement of intent regarding common interest ownership within the project, if applicable
- (iii) Plan sheets including all applicable information required by Article V, Sections A.3.d, A.3.e and A.3.f of these Regulations, as well as the following information, if applicable:
 - (1) Location or key map, depicting the location of the site plan within the area that is zoned SC-SDD, if the application pertains to an area that is less than the entire area zoned SC-SDD
 - (2) Roadway and right-of-way widths, sidewalk widths, roadway cross-sections and paving materials
 - (3) Identification of all land and improvements intended to be dedicated to the Town of Mansfield
 - (4) Parking plan, including on-street parking areas
 - (5) Exterior building elevations of all sides of each building, including building height and exterior building materials
 - (6) Interior floor plans of each floor of each building, provided that the location of interior walls and partitions shall be considered preliminary and subject to change.
- (iv) Statement regarding construction traffic and steps to be taken to address traffic safety issues and potential neighborhood impacts from construction
- (v) Documentation that all development within an SC-SDD classification shall be served by public water and sewer facilities

(vi) Statement of Consistency with Plans, Studies and Guidelines

A statement, prepared by a professional with expertise in the relevant subject area, shall be provided demonstrating reasonable consistency with the following documents that were approved as part of the map amendment to SC-SDD:

- (1) Preliminary Master Plan
- (2) Master Parking Study
- (3) Master Traffic Study
- (4) Master Stormwater Drainage Study
- (5) Design Guidelines

d. Approval Considerations

In reviewing any zoning permit application, the Director of Planning shall determine the following:

- (i) That the criteria contained in Article V, Section A.5 (but not including review by the Planning and Zoning Commission) and Article XI, subsection C.3 have been addressed.
- (ii) That the application is reasonably consistent with the Preliminary Master Plan, Master Parking Study, Master Traffic Study, Master Stormwater Drainage Study and Design Guidelines. In these regulations “reasonable consistency” means that some variation or deviation from specific provisions is acceptable, provided that the overall intent of the provision is achieved with respect to health, safety, environmental and other land use considerations.
- (iii) That all other applicable provisions of the Mansfield Zoning Regulations have been addressed including, but not limited to, pertinent portions of Article X, Section C (Signage); and Article X, Section H (Filling, Grading, Excavation). Specific building locations that are depicted on zoning permit applications may differ from building locations depicted on the approved Preliminary Master Plan, so long as all other requirements are satisfied.

e. Approval Conditions

The provisions of Article XI, subsections C.3 and C.4, shall apply to all zoning permit applications approved pursuant to this Section, except that the Director of Planning may add additional conditions consistent with the provisions of the Zoning Regulations deemed necessary to ensure compliance with all applicable regulatory requirements.

f. Bonding

The Director of Planning may require a cash site development bond to address potential erosion and sedimentation control problems or other site construction issues. The Director of Planning may require a site performance bond to ensure completion of public improvements. Letters of credit may be approved subject to compliance with the provisions contained in Article VI, Section C.2.

g. Modification of Approved Plans

- (i) Since all zoning permit approvals are based on the submitted plans and specifications, all proposed revisions to zoning permit approvals within property zoned with an SC-SDD classification are required to receive prior approval pursuant to the following provisions.
- (ii) Changes to approved zoning permits within an SC-SDD area which the Director of Planning deems to be significant shall be referred to the Mansfield Downtown Partnership for a public hearing and decided in accordance with the provisions of section 6.a of this regulation
- (iii) Any other changes to approved zoning permits within an SC-SDD area shall be decided by the Director of Planning within 30 days of receipt and do not require referral to the Mansfield Downtown Partnership. A copy of each modification application and decision shall be provided to the Partnership.
- (iv) The Director of Planning, in the reasonable exercise of his or her discretion, shall have the right to approve modifications to approved zoning permits without the submission of a new zoning permit application. In those instances where the Director of Planning determines the proposed modification to be significant, the Director of Planning shall have the right to require the submission and processing of a full zoning permit application pursuant to this section.

7. Required Parking and Loading in the Storrs Center Special Design District

a. Applicability

Accessory parking and loading spaces, open or enclosed, on-street or off-street, shall be provided for all uses within the Storrs Center Special Design District for the purpose of providing safe and convenient access to buildings and land uses within and adjacent to Storrs Center.

b. Area Counted as Parking Space

A parking space may be any open or enclosed area, including any public or private garage or parking facility, carport, driveway, public or private street or other area available for parking.

c. Location of Required Accessory Parking Facilities

Required accessory parking facilities within the Storrs Center Special Design District, open or enclosed, shall be provided anywhere within the district or at any other locations that are consistent with the Master Parking Study.

d. Dimensional Requirements for all Parking Spaces and Access Aisles

All parking spaces and associated access aisles shall be sized and designed to ensure safe and convenient use. Except for required accessible parking spaces (see Article X, section T.7h), all parking spaces shall conform to the pertinent dimensions referenced in the Master Parking Study.

e. Required parking spaces within the Storrs Center Special Design District

The amount of parking required to be provided within the Storrs Center Special Design District shall be based upon the analysis of parking demand contained in the Master Parking Study.

f. Access Drive Width

Safe and convenient access to and from a street shall be provided subject to approval of the local and/or state highway department. The width of access driveways shall be consistent with the Master Parking Study and the Preliminary Master Plan. Depending on the nature and location of the proposed land use, the Director of Planning may authorize access driveway widths that are less than that provided in the Master Parking Study or Preliminary Master Plan provided no traffic safety problems are anticipated and provided the reduced width will enhance the overall design, layout and physical impact of the proposed land use.

g. Drainage and Surfacing

All open parking areas shall be properly drained and all such areas shall be provided with a dustless surface.

h. Accessible Parking Spaces

All proposed commercial, governmental and multi-family residential land uses shall provide accessible parking spaces for handicapped individuals. Said spaces shall conform with section 14-253a(h) of the Connecticut General Statutes. At a minimum, accessible parking spaces shall be provided in the number required by the State Building Code. Wherever feasible, the parking spaces located closest to a primary entrance shall be designated as accessible parking spaces. Appropriate access ways to and from the adjacent primary entrance shall be provided in association with all accessible parking spaces. All accessible parking spaces shall be clearly designated with signs situated approximately five (5) feet above grade and, where ever possible, with pavement markings. The required cross hatch area shall be located on the right hand side of each accessible space.

i. Fire lanes

All parking areas shall conform with the applicable written requirements of the Mansfield Fire Marshal regarding adequate fire lanes and emergency vehicle access.

j. Lighting

All parking and loading areas shall be adequately illuminated in order to prevent vehicular and pedestrian safety problems. All lighting fixtures shall be arranged (and, where appropriate, shielded) to prevent glare and to direct light away from any neighboring residential properties. Standards for lighting fixtures shall be addressed in the Design Guidelines required by Article X, section T.3.c(vi).

k. Snow Removal

All parking and loading areas shall be designed, constructed and maintained to address snow plowing and snow removal needs for the site. All loading areas and the minimum number of parking spaces required by these regulations shall be available for year round use.

l. Loading Areas

All loading areas shall be adequately sized and located to serve the applicable land uses. Loading areas may be located on street or off street and shall have appropriate signage.

8. **Signage Regulations Applicable in all Storrs Center Special Design Districts (SC-SDD)**

a. **Definitions.** The following definitions apply to signage in the SC-SDD, in addition to those definitions set forth in Article X, Section C.2:

- (i) Building Frontage. The length of a particular building wall.
- (ii) Primary Occupancy Frontage. The length of that portion of an exterior building wall occupied by a particular occupant and where the primary entrance to the occupant's premises is located.
- (iii) Secondary Occupancy Frontage. The length of that portion of an exterior building wall occupied by a particular occupant and where the secondary entrance to the occupant's premises, if any, is located.
- (iv) Sign, Awning. A sign attached to, affixed to, or painted on an awning or canopy.
- (v) Sign, Blade. A sign (sometimes referred to as a pendant sign) that is wholly attached to a building face or wall, and that projects in a direction that is approximately perpendicular from such face or wall or, in the case of a building corner, that projects in a direction that is approximately midway along the outside corner.
- (vi) Sign, Menu Board. A freestanding or wall-mounted sign identifying items offered for sale within a restaurant.
- (vii) Sign, Projecting Wall. A sign that is attached to, in whole or in part, a building face or wall and that projects in a perpendicular direction from such face or wall more than 18 inches.
- (viii) Sign, Sandwich or A-Frame. A portable sign which is movable and not attached to a building, structure or the ground. These signs shall not count in the calculation of Identity Signage attached to buildings.
- (ix) Sign, Site. A sign that does not identify a particular building or establishment, but which identifies a neighborhood or other group of buildings or establishments.

- (x) Sign, Suspended. A sign that is suspended from the underside of a horizontal plane and is supported by such surface.
- (xi) Sign, Table Umbrella. A sign attached to, affixed to, or painted on an umbrella or parasol connected to an outdoor restaurant table.
- (xii) Sign, Window. An identity sign that is etched onto, or otherwise attached to, the surface of a window such that visibility is maintained through the window.

b. Types of Signs Allowed and Prohibited in the SC-SDD Zone District

- (i) **Prohibited Signs.** All of those signs listed in Article X, Section C.3, except for Sandwich or A-Frame Signs that meet the requirements set forth below and Advertising Signs that meet the requirements of Table Umbrella Signs.
- (ii) **Signs authorized without Zoning Permit approval.** Unless prohibited by Article X, Section C.3, all of the signs listed in Article X, Section C.4 are allowed without Zoning Permit approval, provided they comply with all other applicable provisions of these regulations.
- (iii) **Signs authorized with Zoning Permit approval.** The following types of signs are allowed with Zoning Permit approval, provided they comply with all other applicable provisions of these regulations and are consistent with the provisions of the Design Guidelines:
 - (1) Awning Signs
 - (2) Blade Signs
 - (3) Directional Signs, both on-site and off-site
 - (4) Grand Opening Event Signs
 - (5) Identity Signs
 - (6) Menu Board Sign
 - (7) Projecting Wall Signs
 - (8) Sandwich or A-Frame Signs

- (9) Site Signs
- (10) Suspended Signs
- (11) Table Umbrella Sign

c. **Standards for all Signs in SC-SDD**

The location, dimensions, height, area, and other physical characteristics of all signs within the SC-SDD zone districts shall be consistent with the provisions of the Design Guidelines.

Explanatory Note: This new section T creates a new zoning district classification known as the Storrs Center Special Design District, together with all of the procedural requirements and standards necessary to implement the new zone district classification.

XVI. Revise Article XI, Section C as follows:

C. **Zoning Permits**

1. Applicability

a. The following provisions for Zoning Permits are in addition to any application requirements associated with uses and/or construction activities that also require the review and approval of the Planning and Zoning Commission. All proposed uses and/or construction activities shall comply with permitted use provisions and all other applicable regulatory provisions. Except as noted below in subsection b, Zoning Permits shall be required for the following construction activities:

- 1. the erection, placement or enlargement of any building or structure, including accessory buildings, or the construction of site improvements or external or internal building alterations authorized by the Planning and Zoning Commission under Article XI, Section D or other provisions of these Regulations;
- 2. the erection, placement or enlargement of any sign requiring prior approval under the provisions of Article X, Section C;
- 3. the placement or replacement of any trailer or mobile manufactured housing unit or additional thereto;
- 4. the erection, placement or enlargement of any building or structure, including accessory buildings, or the construction of site improvements or external or internal building alterations on any property zoned SC-SDD, consistent with the requirements of Article X, Section T.

Explanatory Note: This change is necessary to provide that a zoning permit is required for work within a Storrs Center Special Design District.

XVII. Revise Article XI, Section D as follows:

D. Site and Building Modifications

For uses and construction activities that have had site plan or special permit approval or require said approvals according to the current Permitted Use Provisions of these Regulations, site and building modifications require prior authorization. Any proposed site or building modification involving activities within regulated areas, as defined by the Mansfield Inland Wetland Agency (IWA) also is subject to IWA regulations, and no modification approval shall be granted unless all necessary IWA licenses or license modifications have been granted. Within an SC-SDD zone district, all site and building modifications are subject to the provisions of Article X, Section T. In all other cases, Planning and Zoning Commission approval is required for:

1. Site and building modifications affecting the overall layout, design or nature of existing or proposed buildings or site improvements including, but not limited to, changes to entrance drive design or locations, overall parking, storm drainage or waste disposal layouts, or
2. Substantive changes in external building design, signs or building materials;
3. Interior alterations or renovations that alter or intensify a land use, such as, but not limited to, increases in finished floor area for the subject use, alterations affecting the nature of occupancy or number of possible occupants or customers, alterations affecting water supply or waste water disposal needs, or alterations to uses involving hazardous materials.

Explanatory Note: This change is required to clarify that the standards and criteria contained in Article X, Section T apply to all site and building modifications in a Storrs Center Special Design District.

XVIII. Revise Article XIII, Section B by adding the following:

9. Petitions to create or expand an SC-SDD zone district classification shall also comply with the provisions of Article X, Section T.

Explanatory Note: This change is required to clarify that certain procedural requirements relating to the creation or expansion of an SC-SDD zone district are contained in Article X, Section T.

APPLICATION BY:

MANSFIELD DOWNTOWN PARTNERSHIP, INC.
STORRS CENTER ALLIANCE, LLC

TEXT AMENDMENT TO THE MANSFIELD ZONING REGULATIONS

STATEMENT OF JUSTIFICATION

Background and Supporting Information

The new Storrs Center Special Design District will require adoption of a new section T within Article X of the Mansfield Zoning Regulations setting forth the essential requirements for adoption of the zone district as well as development within the district. It will also require amendments to various other sections of the Zoning Regulations to reconcile conflicting or unclear provisions as they relate to the new section.

The Town of Mansfield has long recognized the special qualities of Storrs Center, generally considered to be the downtown area of Mansfield located on the easterly side of Route 195/Storrs Road, across from the University of Connecticut main campus. The important characteristics of Storrs Center include its central location along one of the major north-south corridors within the Town of Mansfield, the location of Town Hall, Community Center, High School and Post Office, and the close proximity of the University of Connecticut.

The Mansfield Downtown Partnership, Inc. (the "Partnership"), was formed to promote the design and redevelopment of Storrs Center. The Partnership consists of representatives from the Town of Mansfield's Government, the Mansfield business community, the University of Connecticut and Mansfield residents. The redevelopment of Storrs Center is the Town of Mansfield's priority project, addressing its mission of continuing to improve the quality of life for Mansfield residents. The University has also articulated a policy that the beneficial redevelopment of Storrs Center would further its institutional mission.

The Partnership commissioned the preparation of a concept master plan for the area of downtown Mansfield to be known as Storrs Center which culminated in the completion of the "Downtown Mansfield Master Plan, May, 2002" (the "Master Plan"). The Master Plan envisioned a vibrant, mixed-use, pedestrian-oriented village that would serve the needs of all of Mansfield's residents and the University community. The Master Plan recommended that the Mansfield Town Council create a municipal development corporation under Chapter 132 of the Connecticut General Statutes to act as a municipal development agency charged with both the preparation and implementation of a Municipal Development Plan for Storrs Center satisfying the requirements of Connecticut General Statutes section 8-189 (the "MDP"). In May, 2002, the Mansfield Town Council

by unanimous vote designated the Partnership as the municipal development agency for the Town of Mansfield pursuant to Chapter 132 of the Connecticut General Statutes.

Following a competitive selection process, the Partnership selected Storrs Center Alliance, LLC (“SCA”) to be the master developer of Storrs Center. The sole member of SCA is LeylandAlliance LLC, a real estate development firm based in Tuxedo, New York that specializes in traditional neighborhood development. LeylandAlliance is currently building traditional neighborhood developments in Norfolk, Virginia; North Augusta, South Carolina; and Warwick, New York.

The Partnership and SCA, working with a team of professional architects, planners, scientists, engineers and legal counsel, jointly prepared the MDP for Storrs Center during 2004 and 2005. The MDP provides that Storrs Center will be a mixed-use village at the crossroads of the Town of Mansfield and the University of Connecticut. The project area represents an assemblage of parcels amounting to approximately 47 acres located east of Storrs Road (Route 195). The developed area of the new village will occupy about one-third of the overall site. Of the remaining portion of the site, approximately 30 acres would be reserved for conservation as part of an effort to establish an environmentally balanced and intelligent approach to the use of the land.

The core development area largely overlies previously developed property. The project will be a mixed-use concept designed to create a vibrant Main Street experience within a shared public realm, as well as a more residentially oriented area with limited commercial use. Structured and surface parking will be provided in accordance with the plan to support the needs of the various neighborhoods. Like the modern downtown Storrs Center it is meant to be, civic uses will permeate the project. Included throughout the development area will be public open spaces, including a town square, market square, streets, sidewalks, and small plazas and terraces, contributing to the varied experience of the public realm that is essential to the viability and sustainability of the mixed use community.

The MDP sets forth a roadmap to create a true “Town and Gown” authentic community environment that would serve the demands created by University of Connecticut students, faculty, staff and visitors, as well as Mansfield residents. The Partnership envisions Storrs Center becoming a regionally recognized destination area with a rich mix of uses, and distinguished for its concentration of restaurants, boutiques, cultural, entertainment and recreational assets.

Following favorable reviews by the Mansfield Planning and Zoning Commission, the Windham Region Council of Governments, the Mansfield Downtown Partnership, the Mansfield Town Council and the University of Connecticut Board of Trustees, the MDP was approved by the Connecticut Department of Economic and Community Development on January 27, 2006. The MDP provides for the creation of a new zoning district to be known as the Storrs Center Special Design District. The proposed new Section T of Article Ten, and related amendments to the Zoning Regulations, are hereby

proposed to fulfill the vision of the Storrs Center MDP and to facilitate construction of the project.

Summary of Text Amendment Application

This is an application by SCA and the Partnership to amend the Mansfield Zoning Regulations to create a new special design district for the Storrs Center Project. The MDP provides for the creation of such a new zoning district, and SCA intends to develop Storrs Center pursuant to this new zoning district. SCA and the Partnership have also filed an application to amend the Zoning Map of the Town of Mansfield to rezone certain properties to the new zoning district.

The new Storrs Center Special Design District will require adoption of a new section T within Article X of the Mansfield Zoning Regulations setting forth the essential requirements for adoption of the zone district as well as development within the district. It will also require amendments to various other sections of the Zoning Regulations to reconcile conflicting or unclear provisions as they relate to the new section.

Summary of New Article X, Section T

The proposed text amendment would create a new Storrs Center Special Design District (SC-SDD) within Article X, Section T. Once adopted, the provisions of the SC-SDD would be "available" to all properties located within the MDP area. This new zoning district would be like a floating zone in that the provisions of the text amendment would "float" over the entire MDP area, available to be used to rezone any particular properties within this area. The mere adoption of the proposed text amendment would not change the Mansfield Zoning Map or change the existing zoning of properties within the MDP area. Although the text amendment would not require that all properties within the MDP area be rezoned to SC-SDD, the requirements of the text amendment would be mandatory for anyone desiring to rezone their property to the new district.

The proposed text amendment sets forth all of the requirements necessary to apply for, and receive approval of, a zoning map amendment changing the zoning classification of any particular property to SC-SDD. The requirements include the following:

1. All of the information already required by Article XIII, Section B.
2. Preliminary Master Plan for the area to be rezoned
3. Master Parking Study
4. Master Traffic Study
5. Master Stormwater Drainage Study
6. Documentation of the availability of potable water and sanitary sewer service
7. Design guidelines for the area to be rezoned

The process for amending the zoning map, including requirements relating to a public hearing, public notification, approval considerations and adoption, would be the same as is currently provided in the Zoning Regulations.

Following approval of a map amendment to SC-SDD for any particular properties within the MDP area, the status of the remaining properties within the MDP area would not be affected or changed in any way. The owners of the remaining properties could continue to use their properties as is and, if they so desire, to propose expansion or redevelopment of their property pursuant to the existing zoning of the property. If a property owner elects to propose to expand or redevelop under the new SC-SDD zone district, they would be required to prepare and submit all of the information pursuant to the SC-SDD zone district requirements.

Each approved SC-SDD amendment of the zoning map would be assigned a different number so as to make a clear distinction between each application. In effect, each different SC-SDD application will create a unique and different zoning district, which is consistent with the uniformity requirements of the general statutes.

Following approval of a map amendment, the new text provides that a zoning permit must be approved before a building permit may be issued. A zoning permit application within an SC-SDD zone district must include a detailed site plan package; a summary of proposed land uses; a statement of intent regarding common interest ownership with the project, if applicable; a statement regarding construction traffic and how it will be managed to address traffic safety and potential neighborhood impacts; documentation of the availability of public water and sewer service; a statement of consistency with the Preliminary Master Plan, Master Parking Study, Master Traffic Study, Master Stormwater Drainage Study, and Design Guidelines; as well as other information already required by the Zoning Regulations.

The zoning permit application would be submitted to town staff and then would be referred to the Partnership for review and comment. The Partnership would conduct a public hearing that would be noticed in the same manner as a typical public notice for a special permit application. No review by the Planning and Zoning Commission would be required during the review of a zoning permit application. Upon completion of a favorable review of a zoning permit application by the Director of Planning, the Zoning Agent would be authorized to issue the zoning permit. Following approval of a zoning permit, building permit applications may be submitted in the normal course.

Summary of other Proposed Amendments to the Zoning Regulations

This application also includes proposed text revisions to other sections of the Zoning Regulations in an effort to harmonize the provisions of the new Storrs Center Special Design District with the existing regulations. Following is a short summary of the proposed revisions:

1. The Storrs Center Special Design District would be added to the list of zone districts within the Town of Mansfield.

2. Certain landscape buffer requirements contained in the regulations would not apply to land zoned SC-SDD, since other special provisions would be contained in Article X, Section T.
3. The Director of Planning and the Zoning Agent would be given additional powers to require buffer areas and to enforce completion of landscape improvements in SC-SDD zone districts.
4. The Director of Planning and the Zoning Agent would be given additional powers to review, approve and enforce soil erosion and sediment control plans in SC-SDD zone districts.
5. The Director of Planning and the Zoning Agent would be given additional powers to require the posting of a performance bond following approval of a zoning permit for work within an SC-SDD zone district.
6. The Director of Planning would be given the authority to review provisions for the maintenance of common properties within an SC-SDD zone district.
7. The Table of Dimensional Requirements would include a reference to the provisions of Article X, Section T.
8. Since the SC-SDD zone district would include multi-family residences, minimum livable floor area requirements would be provided for in a manner that is consistent with other zone districts.
9. Signage regulations would be modified to provide that the SC-SDD zone district would include specific signage regulations.
10. Required off-street parking and loading requirements would be modified to provide that the SC-SDD zone district would include specific off-street parking and loading requirements.
11. Separate approval for filling, grading or removal would not be required in the SC-SDD zone district where a zoning permit has been issued.
12. The existing requirements relating to the sale of alcoholic liquor contained in Article X, Section I would not apply to land zoned SC-SDD.
13. Existing design requirements contained in the regulations would not apply to land zoned SC-SDD given the extensive design guideline requirements contained in the proposed Article X, Section T and to avoid conflict with these provisions.

Information Requirements and Approval Considerations in Article XIII, Sections B, D

Zoning Regulations Article XIII, Section B sets forth certain requirements for information to be submitted in conjunction with any petition to amend the Zoning Regulations.

1. Compatibility of the proposal with respect to the Mansfield Plan of Conservation and Development: The 2006 Mansfield Plan of Conservation and Development includes the specific goal that, following approval of the pending Storrs Center Municipal Development Plan, the area east of Route 195 proximate to Dog Lane and the Post Office should be rezoned to a special “downtown” design district. The Plan of Conservation and Development also states that the Planning and Zoning Commission has already determined that the MDP is in accord with the Mansfield Plan of Conservation and Development. This text amendment application, which would create a new Storrs Center Special Design District within the Zoning Regulations, is therefore consistent with both the MDP and the Plan of Conservation and Development.
2. Reasons for the particular changes: The principal reason for the proposed text amendment is to create a regulation for the Storrs Center Special Design District and to enable properties within the MDP area to be rezoned to this district in a manner that is consistent with the approved MDP. The MDP requires that all development within the MDP area should proceed in accordance with the terms of a special design zoning district. The applicants have also submitted an application to amend the Zoning Map to rezone certain properties within the MDP area to Storrs Center Special Design District.
3. Effects on the health, safety, welfare and property values of Mansfield residents: The Town of Mansfield and the Mansfield Downtown Partnership have devoted many years to planning for the redevelopment of Storrs Center. Several planning studies have been completed that identify the importance of this redevelopment effort. In addition, the University of Connecticut has identified Storrs Center as a high priority project that is consistent with the institutional mission of the University. The University completed an Environmental Impact Evaluation, consistent with the requirements of the Connecticut Environmental Policy Act, that concluded that the redevelopment of Storrs Center was consistent with the policies and goals of the State of Connecticut. The Secretary of the Office of Policy and Management approved the EIE, subject to the requirements that a municipal development plan be prepared for the project (which has been approved by the State of Connecticut) and that the Department of Environmental Protection approve the stormwater management plan for the project (which review is underway).

All of the planning and design work that has been completed for Storrs Center indicates that this text amendment application is consistent with the approved plans for Storrs Center. These plans have determined that the redevelopment of Storrs Center pursuant to the requirements of a special design district will improve the health, safety, welfare and property values of Mansfield residents.

The land uses that would be allowed within the SC-SDD zone district include a mix of land uses, including residential, retail, restaurant and office uses. This complementary range of land uses will provide needed housing,

shopping, services and entertainment opportunities for all Mansfield residents. The application requirements place a special emphasis on the demonstration of pedestrian-friendly development both within and near the project. Public open spaces are also encouraged. This text amendment will enable the redevelopment of Storrs Center to occur with many public amenities.

Zoning Regulations Article XIII, Section D sets forth the following approval considerations for the Planning and Zoning Commission:

1. The proposal is complete and contains all required application information. The applicants believe that the application is complete and contains all of the information required by the Zoning Regulations.
2. The proposal is consistent with the goals, policies and recommendations contained within the Mansfield Plan of Conservation and Development. For all of the reasons stated above, the applicants believe that the proposal is entirely consistent with the Mansfield Plan of Conservation and Development.
3. The proposal is consistent with the expression of regulatory intent and purpose contained in Article I of these regulations and Section 8-2 of the Connecticut General Statutes. This text amendment is consistent with the purpose contained in Article I of the Zoning Regulations, in that the proposal protects the health, safety, convenience and welfare of the residents of Mansfield, as described above, and provides for orderly growth, as described in the MDP approved for the project area.
4. Any proposal to amend the Zoning Regulations is: appropriately worded and legally sound and comprehensive and consistent with respect to other regulatory provisions. The proposed text amendment requires that any map amendment applications must include extensive documentation regarding the physical characteristics of the property to be rezoned, including topography, wetlands and watercourses, ecology, stormwater drainage, and environmental conditions. The zone district that would be created by this amendment would further the goals contained in the MDP and the Plan of Conservation and Development. All of the planning work that has been done by the Town of Mansfield, the Mansfield Downtown Partnership, the University of Connecticut and Storrs Center Alliance indicate that this proposal will enable redevelopment to occur in a manner that will have a positive impact on the existing land uses in the surrounding area. In addition to the specific provisions of the proposed new Article X, Section T, other revisions to the Zoning Regulations have been proposed which would harmonize the proposal with the existing regulations.



Mansfield Downtown Partnership

Helping to Build Mansfield's Future

Via Hand Delivery

February 15, 2007

Rudy Favretti, Chairman
Planning and Zoning Commission
Audrey P. Beck Municipal Building
4 South Eagleville Road
Mansfield, CT 06268

**Re: Mansfield Downtown Partnership, Inc.
Storrs Center Alliance, LLC
Storrs Center Project
Application to Amend the Zoning Map**

Dear Chairman Favretti and Members of the Commission:

On behalf of the Mansfield Downtown Partnership and Storrs Center Alliance, LLC, I am pleased to submit the enclosed application to amend the Zoning Map to rezone certain properties to Storrs Center Special Design District. An application to amend the text of the Zoning Regulations to create the Storrs Center Special Design District has also been submitted to the Commission. Pursuant to the application requirements of the Zoning Regulations and of the new zone district, this application package includes the following:

1. Application fee of \$280.00.
2. Completed application form.
3. Statement of Justification.
4. Preliminary Master Plan package prepared by BL Companies, Inc.
5. Master Stormwater Drainage Study prepared by BL Companies, Inc.
6. Master Traffic Study prepared by BL Companies, Inc.
7. Master Parking Study prepared by Desman Associates.
8. Design Guidelines for Storrs Center prepared by LeylandAlliance, LLC.



Mansfield Downtown Partnership

Helping to Build Mansfield's Future

Rudy Favretti, Chairman

February 15, 2007

Page 2

We look forward to presenting this proposal to you.

Sincerely,

A handwritten signature in cursive script that reads "Cynthia van Zelm". The signature is written in black ink and is positioned above the printed name and title.

Cynthia van Zelm
Executive Director

Enclosures

Copy to: Thomas P. Cody, Attorney for Storrs Center Alliance, LLC

APPLICATION TO AMEND THE ZONING MAP
(see Article XIII of the Zoning Regulations)

PZC File # 1257
Date _____

1. The undersigned applicant hereby petitions the Mansfield Planning and Zoning Commission to change the zone classification of the hereinafter-described property
from PB-2, PO-1, RAR-90 to Storrs Center Special Design District

2. Address/location of subject property See attached
Assessor's Map _____ Block _____ Lot(s) _____

3. Acreage of subject property 47.7, acreage of adjacent land in same ownership (if any) _____

4. APPLICANT See attached
(please PRINT) _____ Signature _____
Street Address _____ Telephone _____
Town _____ Zip Code _____
Interest in property: Owner _____ Optionee _____ Lessee _____ Other _____
(If "Other", please explain) _____

5. OWNER OF RECORD: See attached
(please PRINT) _____ Signature _____
Street Address _____ Telephone _____
Town _____ Zip Code _____
Signature _____
OR attached purchase contract _____ OR attached letter consenting to this application _____

6. AGENTS (if any) who may be directly contacted regarding this application:
Name See attached Telephone _____
Address _____ Zip Code _____
Involvement (legal, engineering, surveying, etc.) _____

Name _____ Telephone _____
Address _____ Zip Code _____
Involvement (legal, engineering, surveying, etc.) _____

7. The following items must be submitted as part of this application:

application fee

map of subject property (5 copies) prepared by surveyor as per requirements of Article XIII, Section B.4. Map shall include areas within 500 feet of proposed rezoning, existing and proposed zone boundaries, existing streets, rights-of-way, easements, watercourses, wetlands, flood hazard areas, property lines and names and addresses of neighboring property-owners, including those across any street

8. Items to be submitted as part of this application (continued):

- legally-defined boundary description of areas to be rezoned
- Statement of Justification addressing approval considerations of Article XIII, Section C, and substantiating the proposal's compatibility with the Mansfield Plan of Development; the reasons for the proposed rezoning (including any circumstances or changed conditions that would justify the revision), and the effect the zone change would have on the health, safety, welfare and property values of neighboring properties and other Mansfield residents
- reports and other information supporting the proposed rezoning (see Article XIII, Section B.8). List or explain.

See attached

(end of Applicant section)

* * * * *

(for office use only)

date application was received by the PZC _____ fee submitted _____

date of Public Hearing _____ date of PZC action _____

action: _____ approved _____ denied effective date _____

comments:

signed _____
Chairman, Mansfield Planning & Zoning Commission

date _____

APPLICATION BY:

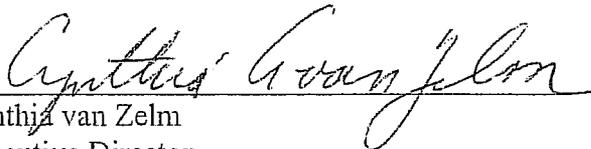
MANSFIELD DOWNTOWN PARTNERSHIP, INC.
STORRS CENTER ALLIANCE, LLC

AMENDMENT TO THE MANSFIELD ZONING MAP

Applicants:

Mansfield Downtown Partnership, Inc.
1244 Storrs Road
P.O. Box 513
Storrs, CT 06268
Telephone: 860-429-2740
Contact: Cynthia van Zelm, Executive Director

MANSFIELD DOWNTOWN PARTNERSHIP, INC.

By: 
Cynthia van Zelm
Executive Director

Storrs Center Alliance, LLC
c/o LeylandAlliance, LLC
16 Sterling Lake Road
Tuxedo, NY 10987
Telephone: 845-351-2900
Contact: Macon Toledano, Vice President for Planning and Development

STORRS CENTER ALLIANCE, LLC

By: 
Thomas P. Cody
Its Attorney

Properties included in this application:

1. Two lots owned by the State of Connecticut located east of Storrs Road and south of Dog Lane (Tax Assessor Map 16, Block 41, Lots 13, 13A and 17)
2. A portion of one lot owned by the State of Connecticut located east of Storrs Road and north of Dog Lane (Tax Assessor Map 16, Block 40, Lot 10)
3. One lot owned by Esther Warzocha located at 10 Dog Lane (Tax Assessor Map 16, Block 41, Lot 16)
4. One lot owned by Steven Rogers, *et al.*, located at 13 Dog Lane (Tax Assessor Map 16, Block 40, Lot 9)

APPLICATION BY:

MANSFIELD DOWNTOWN PARTNERSHIP, INC.
STORRS CENTER ALLIANCE, LLC

AMENDMENT TO THE MANSFIELD ZONING MAP
FOR DESIGNATION AS STORRS CENTER SPECIAL DESIGN DISTRICT

STATEMENT OF JUSTIFICATION

Background

The Town of Mansfield has long recognized the special qualities of Storrs Center, generally considered to be the downtown area of Mansfield located on the easterly side of Route 195/Storrs Road, across from the University of Connecticut main campus. The important characteristics of Storrs Center include its central location along one of the major north-south corridors within the Town of Mansfield, the location of Town Hall, Community Center, High School and Post Office, and the close proximity of the University of Connecticut.

The Mansfield Downtown Partnership, Inc. (the "Partnership"), was formed to promote the design and redevelopment of Storrs Center. The Partnership consists of representatives from the Town of Mansfield local government, the Mansfield business community, the University of Connecticut and Mansfield residents. The redevelopment of Storrs Center is the Town of Mansfield's priority project, addressing its mission of continuing to improve the quality of life for Mansfield residents. The University has also articulated a policy that the beneficial redevelopment of Storrs Center would further its institutional mission.

The Partnership commissioned the preparation of a concept master plan for the area of downtown Mansfield to be known as Storrs Center which culminated in the completion of the "Downtown Mansfield Master Plan, May, 2002" (the "Master Plan"). The Master Plan envisioned a vibrant, mixed-use, pedestrian-oriented village that would serve the needs of all of Mansfield's residents and the University community. The Master Plan recommended that the Mansfield Town Council create a municipal development corporation under Chapter 132 of the Connecticut General Statutes to act as a municipal development agency charged with both the preparation and implementation of a Municipal Development Plan for Storrs Center satisfying the requirements of Connecticut General Statutes section 8-189 (the "MDP"). In May, 2002, the Mansfield Town Council by unanimous vote designated the Partnership as the municipal development agency for the Town of Mansfield pursuant to Chapter 132 of the Connecticut General Statutes.

Following a competitive selection process, the Partnership selected Storrs Center Alliance, LLC ("SCA") to be the master developer of Storrs Center. The sole member of SCA is LeylandAlliance LLC, a real estate development firm based in Tuxedo, New

York that specializes in traditional neighborhood development. LeylandAlliance is currently building traditional neighborhood developments in Norfolk, Virginia; North Augusta, South Carolina; and Warwick, New York.

The Partnership and SCA, working with a team of professional architects, planners, scientists, engineers and legal counsel, jointly prepared the MDP for Storrs Center during 2004 and 2005. The MDP provides that Storrs Center will be a mixed-use community at the crossroads of the Town of Mansfield and the University of Connecticut. The project area represents an assemblage of parcels amounting to approximately 47 acres located east of Storrs Road (Route 195). The developed portion of the new community will occupy about one-third of the overall site. Of the remaining area of the site, approximately 30 acres would be reserved for conservation as part of an effort to establish an environmentally balanced and intelligent approach to the use of the land.

The core development area largely overlies previously developed property. The project will be a mixed-use concept designed to create a vibrant Main Street experience within a shared public realm, as well as a more residentially oriented area with limited commercial use. Structured and surface parking will be provided in accordance with the plan to support the needs of the various neighborhoods. Like the modern downtown that Storrs Center is meant to be, civic uses will permeate the project. Included throughout the development area will be public open spaces, including a town square, market square, streets, sidewalks, and small plazas and terraces, contributing to the varied experience of the public realm that is essential to the viability and sustainability of the mixed use community.

The MDP sets forth a roadmap to create a true “Town and Gown” authentic community environment that would serve the demands created by University of Connecticut students, faculty, staff and visitors, as well as Mansfield residents. The Partnership envisions Storrs Center becoming a regionally recognized destination area with a rich mix of uses, and distinguished for its concentration of restaurants, boutiques, and cultural, entertainment and recreational assets.

Following favorable reviews by the Mansfield Planning and Zoning Commission, the Windham Region Council of Governments, the Mansfield Downtown Partnership, the Mansfield Town Council and the University of Connecticut Board of Trustees, the MDP was approved by the Connecticut Department of Economic and Community Development on January 27, 2006. The MDP provides for the creation of a new zoning district to be known as the Storrs Center Special Design District. An application to amend the Mansfield Zoning Regulations to enable the creation of a Storrs Center Special Design District has been submitted in conjunction with this application.

The MDP includes a Relocation Plan that was prepared pursuant to state and federal law. The Relocation Plan identifies the businesses that will be vacating their current space, since some of the existing buildings in the existing shopping plaza will be removed as part of the project. The Partnership has retained a special relocation consultant to assist it in providing relocation assistance to the existing businesses that will be relocating. The

Partnership and SCA have been actively involved in making the relocation process as smooth as possible.

As part of the relocation process, SCA agreed to take the lead in planning and developing a commercial building that would be built as the first phase of the Storrs Center project (Phase 1A). This building (Building DL-1) would create a new place of business for many of the existing businesses in Storrs Center. This, in turn, would facilitate construction of the Storrs Center project. The property involved in Phase 1A of Storrs Center consists of 1.16 acres with frontage on the north side of Dog Lane, east of Storrs Road (Route 195) (the "Building DL-1 Property").

Building DL-1 will be a new three-story mixed-use building. The building will have a footprint of approximately 6,150 square feet and will house a mix of retail, restaurant, office and potentially residential uses, as well as a single motor vehicle repair business. The total square footage of all floors will be approximately 12,106 square feet. In July, 2006, the Planning and Zoning Commission approved a rezoning of the Building DL-1 Property from RAR-90 to Planned Business 2 (PB-2). The Commission also approved applications for a special permit and subdivision.

Property Included in this Map Amendment Application

This is an application by SCA and the Partnership to amend the Mansfield Zoning Map to designate certain properties as Storrs Center Special Design District (collectively the "Property"). The Property includes the following constituent lots:

1. Two lots owned by the State of Connecticut located east of Storrs Road and south of Dog Lane (Tax Assessor Map 16, Block 41, Lots 13, 13A and 17)
2. A portion of one lot owned by the State of Connecticut located east of Storrs Road and north of Dog Lane (Tax Assessor Map 16, Block 40, Lot 10)
3. One lot owned by Esther Warzocha located at 10 Dog Lane (Tax Assessor Map 16, Block 41, Lot 16)
4. One lot owned by Steven Rogers, *et al.*, located at 13 Dog Lane (Tax Assessor Map 16, Block 40, Lot 9)

SCA has entered into contracts with each of the property owners to purchase all of the properties included in this application.

This application does not include certain other properties located within the MDP area, including property owned by Storrs Associates, LLC located at 1244 Storrs Road, property owned by Nicholas and Georgia Haidous, *et al.* located at 1232 Storrs Road, and property owned by Richard D. Robarge, Jr. and Leslie D. Robarge located at 18 Dog Lane.

Materials Submitted in Support of Map Amendment Application

This application includes all of the information required by the Zoning Regulations to receive approval of a zoning map amendment changing the zoning classification of the Property to SC-SDD. The materials submitted with this application include the following:

Preliminary Master Plan

The Preliminary Master Plan includes 13 full size plan sheets depicting the following information regarding the Property:

1. Property boundary survey to A-2 standard (Sheet ZC.01A)
2. Existing topography (two foot contours), including existing conditions (Sheet ZC.01B)
3. Existing zoning classifications (Sheet ZC.02)
4. Current property owners within 500 feet (Sheet ZC.03)
5. Map amendment plan depicting proposed land uses (Sheet ZC.04)
6. Preliminary master plan (Sheet ZC.05)
7. Conceptual proposed grading and stormwater management plan (Sheet ZC.06)
8. Traffic, parking and transit map (Sheet ZC.07)
9. Site utility plan (Sheet ZC.08)
10. Pedestrian facilities and open spaces map (Sheet ZC.09)
11. Phasing map (Sheet ZC.10)
12. Preliminary building service and access plan (Sheet ZC.11)
13. Site details (Sheet ZC.12)

Master Parking Study

The Master Parking Study for Storrs Center was prepared by Desman Associates. The purpose of the Study was to determine the peak parking demand that would be generated by the Storrs Center development program and to compare the peak demand with the proposed parking supply. To accomplish this task, the Study identifies the component land use types within the overall development program and assigns base parking demand factors to each land use type according to accepted industry data. Next, adjustments are made to each base demand factor according to accepted methodologies of shared use analysis. Shared use analysis takes into

consideration proximity to the University of Connecticut, availability of transit and pedestrian connections, and the synergy of uses that are proposed. Next, parking demand is calculated by multiplying the adjusted demand factors by the equivalent units of development program across all hours of the day and evening. Finally, proposed parking supply is identified and compared with the peak parking demand. This Study concludes that the project proposes an adequate supply of parking sufficient to accommodate the peak demand generated by the entire development program for the project.

The analysis is broken down into four phases which correlate roughly to the anticipated phasing of project construction. The four-phase parking analysis presented in this Study is intended to demonstrate that adequate parking will be present not only at the completion of the project, but also at key points during construction. This is consistent with the applicant's intent to build the project over a period of years and to operate completed portions of the project as construction progresses.

Master Traffic Study

The Master Traffic Study was prepared by BL Companies, Inc. The Study examines the existing roadway and access conditions in the area of the Project Site. Existing intersection geometry, current peak hour traffic volumes and levels of service, average daily traffic, public transportation and accident data are presented.

The Study also examines the expected increase in traffic volumes in the area, both with and without the Project. Site access, planned improvements by others, trip distribution, site traffic volumes and full build-out traffic volumes are presented. Roadway adequacy is studied, including signalized and unsignalized intersections.

The Study concludes that the potential traffic impact of Storrs Center on the nearby roadway network can be mitigated to a large degree through the completion of certain roadway improvements. The Study outlines the potential roadway improvements that could be made.

Master Stormwater Drainage Study

The Master Stormwater Drainage Study was prepared by BL Companies, Inc. The Study includes the predevelopment and postdevelopment hydrologic conditions of the Project Site, the predevelopment and postdevelopment peak flows from the Project Site, estimated postdevelopment drainage area characteristics and estimated postdevelopment peak flows. The Study concludes that an estimated minimum storage of 4.3 acre feet may be necessary to maintain predevelopment peak flows from the Project Site. The preliminary master plan demonstrates that the Project Site is capable of handling 4.3 acre feet of storage.

The Study also includes extensive discussion of stormwater best management practices that will be used during development of the Project Site. In addition to peak

flow attenuation, a variety of water quality treatment measures will be used. Infiltration will be used wherever possible. The best management practices that are proposed in the Study are consistent with the Connecticut DEP 2004 Stormwater Quality Manual.

Representatives of SCA have met with staff of the Connecticut DEP on several occasions to review the stormwater management plan for the Project. Feedback from the DEP staff has been positive. The stormwater management plan will be submitted to the Connecticut DEP for approval pursuant to one of the requirements of an earlier environmental impact evaluation that was completed for the area by the University of Connecticut. In addition, the project will be registered under the Connecticut General Permit for Stormwater Discharges from Construction Activity and will be required to adhere to all of the requirements contained in the general permit. The general permit is administered by the Connecticut DEP.

Design Guidelines

The application includes an extensive set of Design Guidelines for Storrs Center which cover an extraordinary array of site and building design criteria. The Guidelines are intended to accomplish two fundamental purposes: to help guide architects and planners in the preparation of materials in support of future zoning permit applications within Storrs Center, and to serve as a resource during the review of zoning permit applications by town staff and the Mansfield Downtown Partnership to ensure consistency with the intent of the Storrs Center Special Design District.

The preparation of the Design Guidelines has been a collaborative effort. Early versions of the guidelines were prepared by Looney Ricks Kiss, Inc., of Princeton, New Jersey, with input from LeylandAlliance, LLC and the Mansfield Downtown Partnership. More recently, Urban Design Associates, Inc., of Pittsburgh, Pennsylvania, has contributed extensively to the guidelines. Additional support has been provided by BL Companies and Robinson & Cole. The Mansfield Downtown Partnership Planning and Design Committee has actively reviewed the Guidelines for well over a year and has provided important constructive suggestions for improvement.

The Design Guidelines have five principal sections. The first section sets forth the project vision for Storrs Center and includes an introduction as to how the Guidelines should be used. The second section identifies five neighborhoods, or areas, within Storrs Center. The five areas include the town square area, the market square area, the village street area, the residential area and the conservation area. The guidelines describe the overall character of each area, as well as the use requirements, dimensional requirements, building design requirements, site design requirements, illustrative plans, sections and façade compositions of each area. The third section sets forth lot and building standards, including building scale and massing, façade composition, commercial storefronts, roof and cornice form, building materials, building colors, building lighting, building signage and building safety. The fourth section of the Guidelines describe site improvement standards, including street trees,

public space details, parking, service and utility areas, site lighting, site signage, trails and paths, and site safety. The fifth section is an appendix that includes a glossary of terms, design certification form and design review checklist.

Documentation of Potable Water and Sanitary Sewer Service Availability

Potable water and sanitary sewer services will be provided by the University of Connecticut. Letters confirming the availability of service will be submitted under separate cover.

Information Requirements and Approval Considerations in Article XIII, Sections B, D

Zoning Regulations Article XIII, Section B sets forth certain requirements for information to be submitted in conjunction with any petition to amend the Zoning Map.

1. Compatibility of the proposal with respect to the Mansfield Plan of Conservation and Development: The 2006 Mansfield Plan of Conservation and Development includes the specific goal that, following approval of the pending Storrs Center Municipal Development Plan, the area east of Route 195 proximate to Dog Lane and the Post Office should be rezoned to a special “downtown” design district. The Plan of Conservation and Development also states that the Planning and Zoning Commission has already determined that the MDP is in accord with the Mansfield Plan of Conservation and Development. This map amendment application is therefore consistent with both the MDP and the Plan of Conservation and Development.
2. Reasons for the particular changes: The principal reason for the proposed map amendment is to change the zoning of the Property to Storrs Center Special Design District in a manner that is consistent with the approved MDP. The MDP requires that all development within the MDP area should proceed in accordance with the terms of a special design zoning district. The applicants have also submitted an application to amend the text of the Mansfield Zoning Regulations to create the Storrs Center Special Design District. This application is the first application to amend the Zoning Map to SC-SDD.
3. Effects on the health, safety, welfare and property values of Mansfield residents: The Town of Mansfield and the Mansfield Downtown Partnership have devoted many years to planning for the redevelopment of Storrs Center. Several planning studies have been completed that identify the importance of this redevelopment effort. In addition, the University of Connecticut has identified Storrs Center as a high priority project that is consistent with the institutional mission of the University. The University completed an Environmental Impact Evaluation, consistent with the requirements of the Connecticut Environmental Policy Act, that concluded that the redevelopment of Storrs Center was consistent with the policies and goals of the State of

Connecticut. The Secretary of the Office of Policy and Management approved the EIE, subject to the requirements that a municipal development plan be prepared for the project (which has been approved by the State of Connecticut) and that the Department of Environmental Protection approve the stormwater management plan for the project (which review is underway).

All of the planning and design work that has been completed for Storrs Center indicates that this map amendment application is consistent with the approved plans for Storrs Center. These plans have determined that the redevelopment of Storrs Center pursuant to the requirements of a special design district will improve the health, safety, welfare and property values of Mansfield residents. For example, this map amendment provides that an extensive conservation area will be maintained in an undeveloped state. Development will be concentrated primarily on land that has already been developed or otherwise disturbed. The set aside of open space will protect wildlife habitat, provide open space connections to the existing Joshua's Trust lands, and enable high quality stormwater management features to be included in the project.

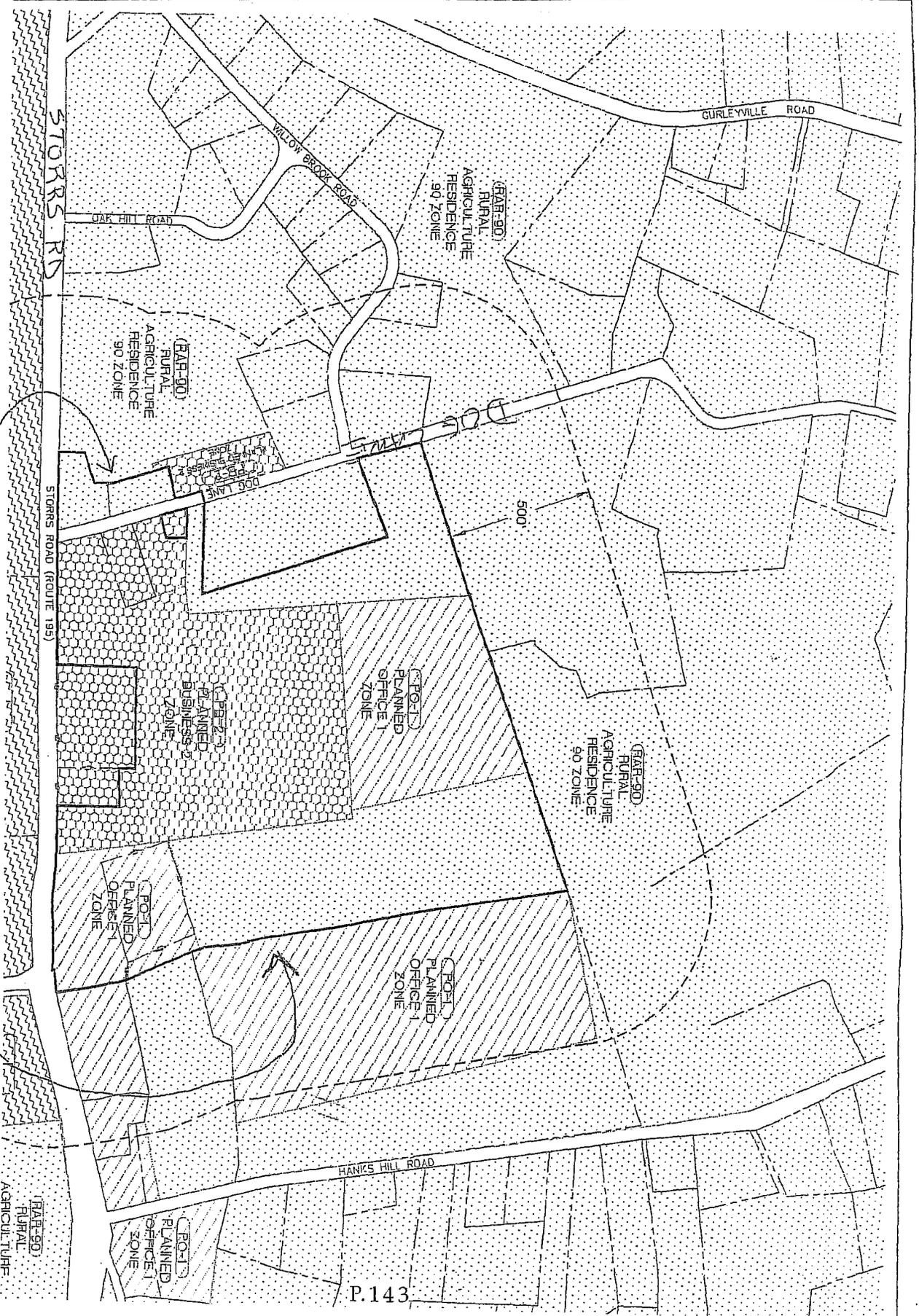
The project will include a mix of land uses, including residential, retail, restaurant and office uses. This complementary range of land uses will provide needed housing, shopping, services and entertainment opportunities for all Mansfield residents. The project will be pedestrian-friendly and encourage pedestrian movement both within and near the project. Public open spaces will be provided including a town square and a market square. As a redevelopment project with so many public amenities, this will be an excellent example of smart growth for all Mansfield residents.

Zoning Regulations Article XIII, Section D sets forth the following approval considerations for the Planning and Zoning Commission:

1. The proposal is complete and contains all required application information. The applicants believe that the application is complete and contains all of the information required by the current Zoning Regulations as well as the requirements of the proposed amendments to the Zoning Regulations.
2. The proposal is consistent with the goals, policies and recommendations contained within the Mansfield Plan of Conservation and Development. For all of the reasons stated above, the applicants believe that the proposal is entirely consistent with the Mansfield Plan of Conservation and Development.
3. The proposal is consistent with the expression of regulatory intent and purpose contained in Article I of these regulations and Section 8-2 of the Connecticut General Statutes. This map amendment is consistent with the purpose contained in Article I of the Zoning Regulations, in that the proposal protects the health, safety, convenience and welfare of the residents of Mansfield, as described above, and provides for orderly growth, as described in the MDP approved for the project area.

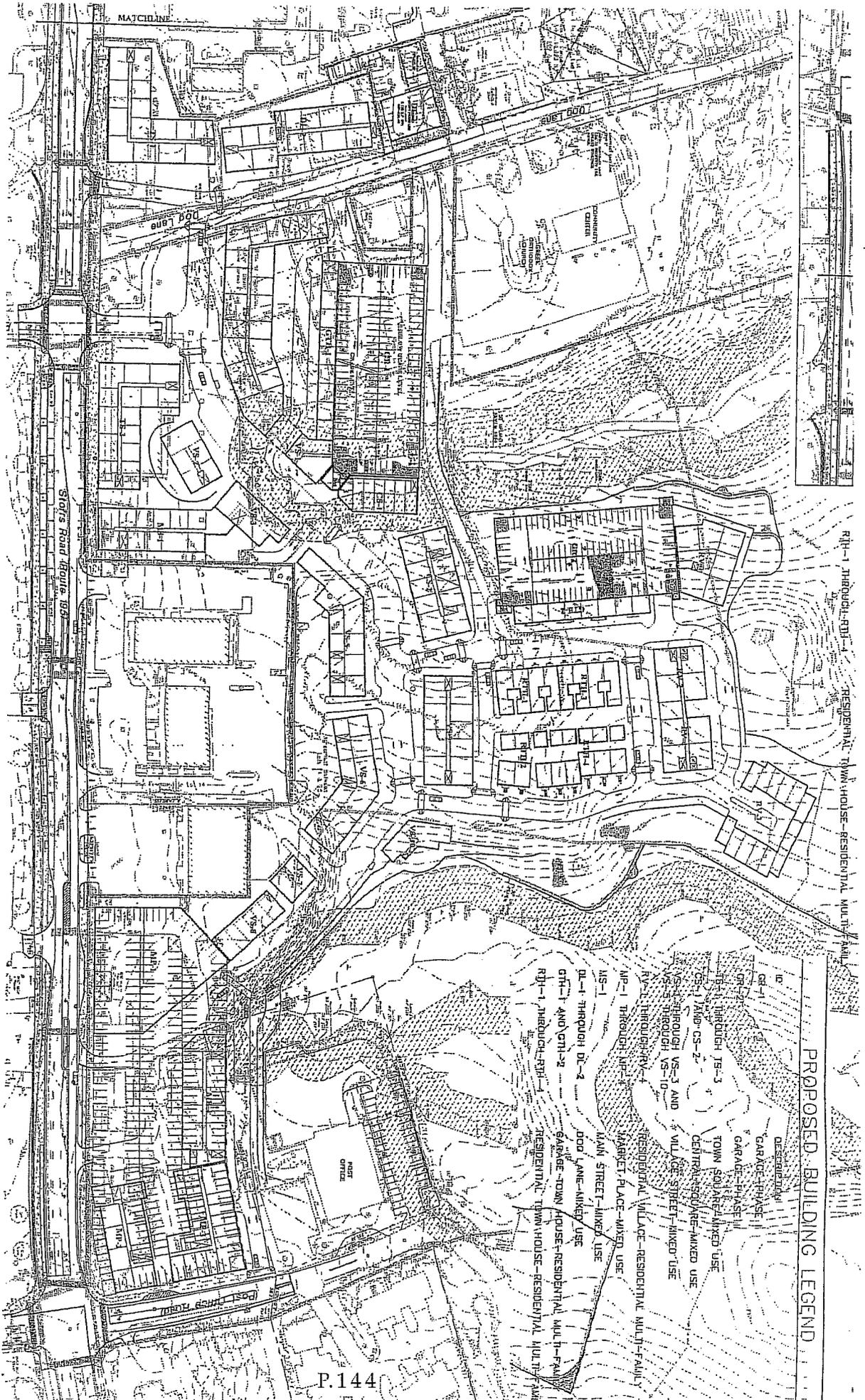
4. Any proposal to revise the Zoning Map has comprehensively considered: the size and physical characteristics of the subject area; the character and supply of land currently zoned in the subject classification; and the effect of the proposal on existing land uses in the surrounding area. This map amendment application includes extensive documentation regarding the physical characteristics of the property to be rezoned, including topography, wetlands and watercourses, ecology, stormwater drainage, and environmental conditions. No other land in the Town of Mansfield is currently zoned SC-SDD, and the zone district has been created specifically for the purpose of furthering the goals contained in the MDP and the Plan of Conservation and Development. All of the planning work that has been done by the Town of Mansfield, the Mansfield Downtown Partnership, the University of Connecticut and Storrs Center Alliance indicate that this proposal will have a positive impact on the existing land uses in the surrounding area.

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PROPOSED STORRS CENTER SPECIAL DIST

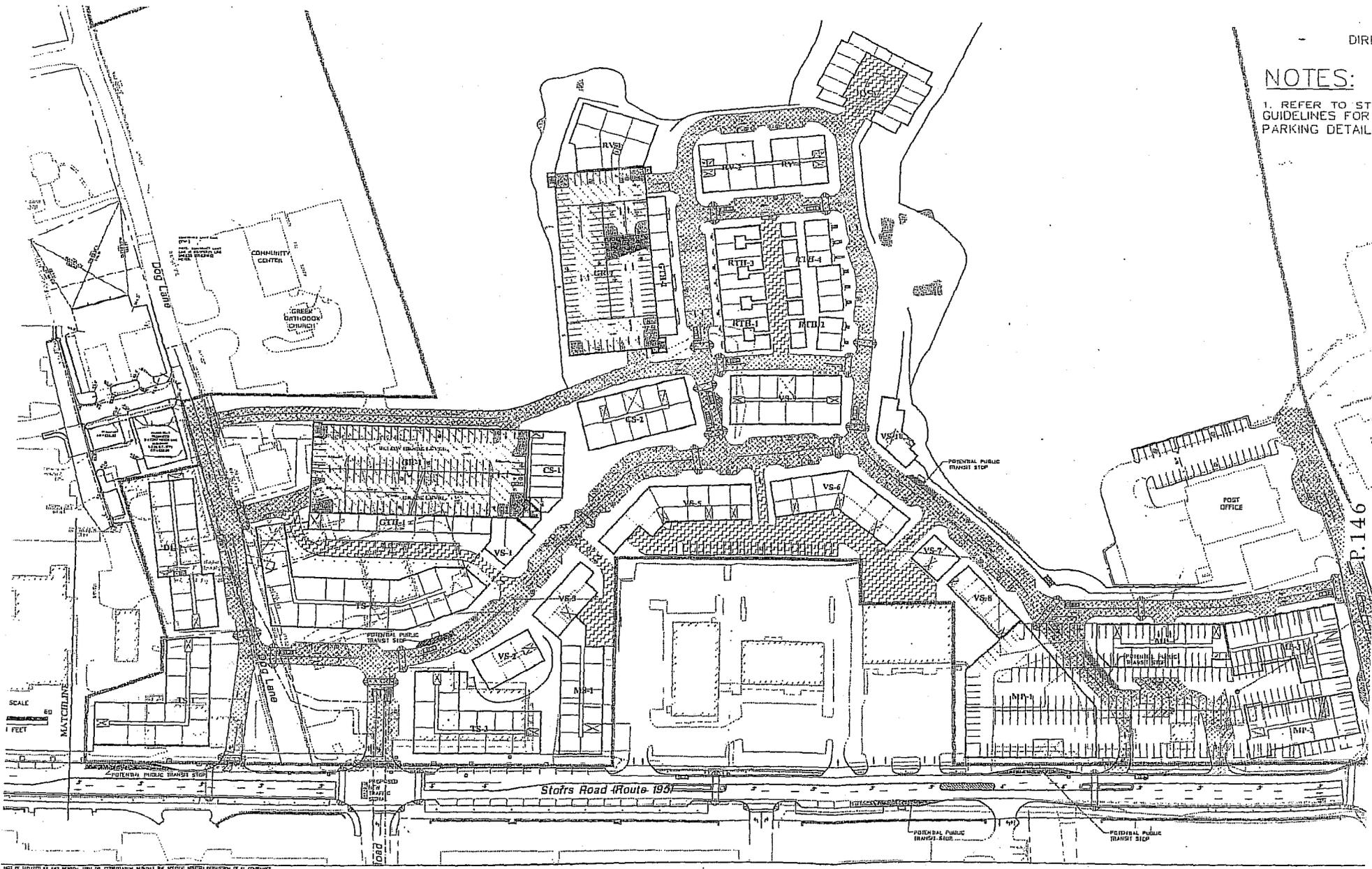
Reduced ZC.05
 Preliminary Master
 Plan



- PROPOSED BUILDING LEGEND**
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NOTES:

1. REFER TO STOP GUIDELINES FOR R PARKING DETAILS.

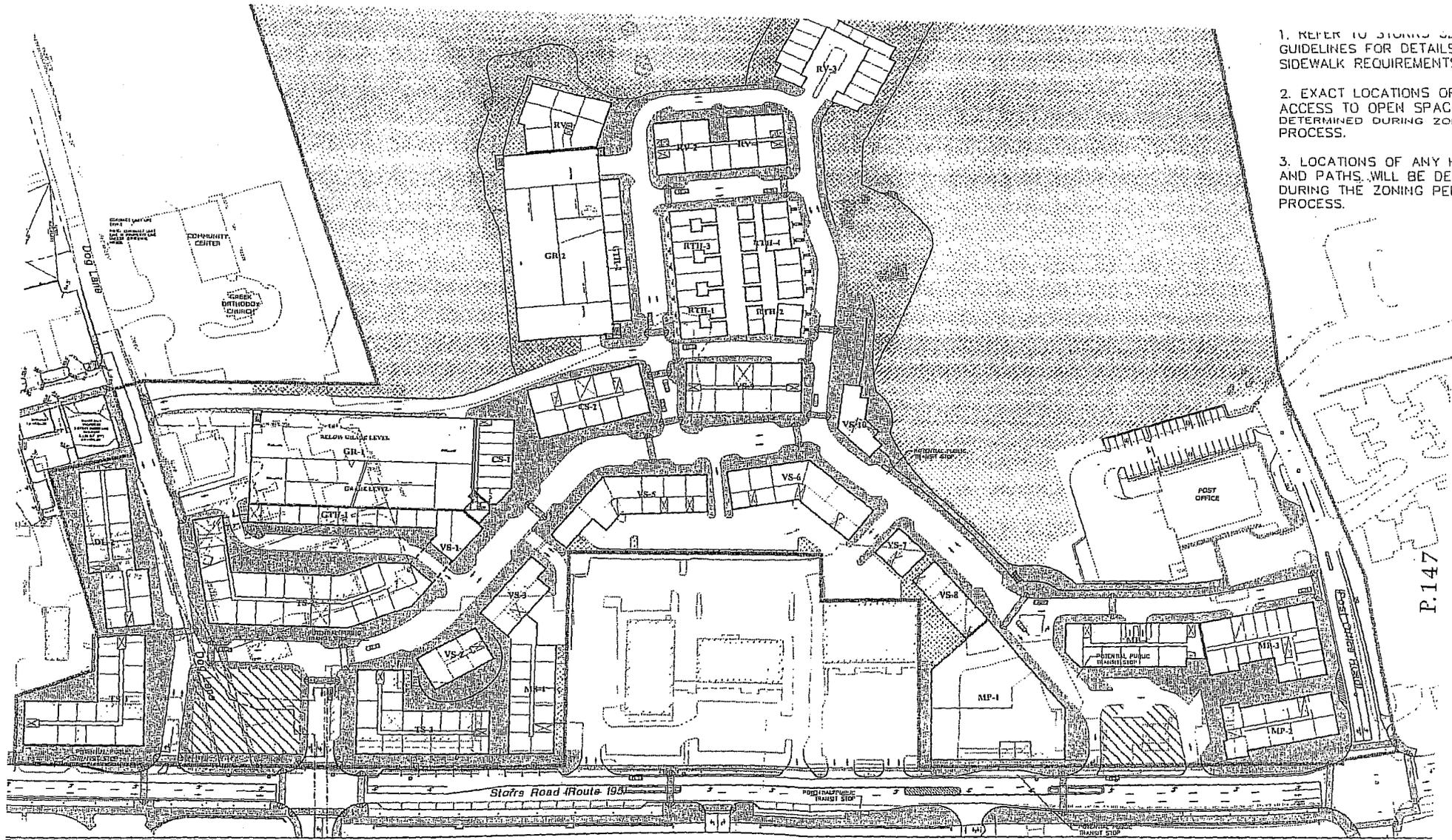


P.146

Revised 26.07

Traffic, Parking + Transit Map

NOT TO BE USED IN ANY MANNER, AND IN CONNECTION WITH THE SPECIFIC PROJECT, WITHOUT THE WRITTEN PERMISSION OF ALL COMPANIES



1. REFER TO STAFFS SET GUIDELINES FOR DETAILS SIDEWALK REQUIREMENTS.
2. EXACT LOCATIONS OF ACCESS TO OPEN SPACE DETERMINED DURING ZONING PER PROCESS.
3. LOCATIONS OF ANY H AND PATHS, WILL BE DET DURING THE ZONING PER PROCESS.

P.147

Revised 20.09

Pedestrian Facilities + Open Spaces map



STORRS CENTER
SPECIAL DESIGN DISTRICT
MASTER STORMWATER DRAINAGE STUDY
PURSUANT TO MANSFIELD ZONING REGULATIONS
ARTICLE X, SECTION T.3.c (iv)

(ABRIDGED)

Prepared by:

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03C667

December 20, 2006

Revised November 29, 2006

Revised November 21, 2006

November 8, 2006

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 FEMA FIRM, Town of Mansfield, Tolland County, Connecticut,
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 Report Excerpts from "Storrs Center Development, Storrs,
 Connecticut," by Haley & Aldrich, dated October 2, 2003.
 Table 2-2, Technical Release 55 (TR-55), Urban Hydrology for Small
 Watersheds, USDA, SCS, 2nd Edition, June 1986

Appendix B Vernal Pool & Enclosed Urban Footprint BMPs
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BMP #1: Filter Basin
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BMP #3: StormTrap Underground Detention
BMP #4: Dry Swale/Filter Trench
BMP #5: Roadside Tree Box Filter

Appendix D Predevelopment Conditions

(Included under separate cover)

Composite Curve Number (CN) Calculations
HydroCAD Output for the 2-, 10-, 25-, 50- and 100-year storms

Appendix E Postdevelopment Conditions

(Included under separate cover)

Composite Curve Number (CN) Calculations
HydroCAD Output for the 2-, 10-, 25-, 50- and 100-year storms
Groundwater Recharge Volume (GRV) Calculation
Typical Water Quality Volume (WQV) Calculation
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Appendix F Postdevelopment Stormwater Storage Estimates

(Included under separate cover)

Storage Estimate Summary
Method #1 – Volume Differences
Method #2 – Flow Differences
Method #3 – TR-55 Estimate
Existing Conditions Hydrographs (Tabular)
Proposed Conditions Hydrographs (Tabular)

Appendix G Maps

ED.01 Existing Drainage Areas Map
PD.01 Proposed Drainage Areas Map
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INTRODUCTION

Storrs Center is a proposed commercial/retail development on approximately 47.727-acres located on Storrs Road in Mansfield, Connecticut. This Draft Master Stormwater Drainage Study was developed in conjunction with Preliminary Master Planning for the Storrs Center site. Included in this report are discussions of the existing drainage patterns and natural features on site and of conceptual postdevelopment stormwater management for the site. The goals of the drainage study were to determine how stormwater will be managed under the developed condition while minimizing disturbance and without causing undo impacts to existing natural features, such as wetlands and vernal pools. This preliminary analysis discusses the proposed water quality and water quantity treatment BMPs proposed for the site, includes an analysis of predevelopment peak flows, an analysis of estimated postdevelopment peak flows and an estimate of the amount of stormwater storage necessary to maintain peak flows.

PROJECT NARRATIVE

Storrs Center is a proposed commercial/retail and residential project to be constructed on a 47.727-acre parcel located on Storrs Road in Mansfield, CT. The project is 25.1% redevelopment (12.0-acres) of existing strip malls, office buildings, and parking lots, 16.9% proposed new development (8.06-acres) concentrated in a compact, New Urbanist village, and 58% (27.667-acres) of forests and wetlands to be dedicated as an open space conservation area. The conservation area adjoins (and is ecologically contiguous with) the protected land holdings of the Joshua Trust. The design of Storrs Center was arrived at by first studying the ecology and hydrology of the site, and then fashioning a development that is in harmony with the natural features of the site.

The site is bounded to the northwest by existing commercial development and an existing church. Southwest of the site is the existing Post Office Drive, and undeveloped land is northeast and southeast of the site. The majority of the site is undeveloped, excepting existing retail and commercial properties along Dog Lane and Storrs Road. The undeveloped portions of the property include the central and eastern portions, which are wooded with 2 watercourses, a vernal pool and an intermittent watercourse. Both watercourses flow from southwest to northeast across the site, with the headwaters for both watercourses near the existing developed corridor along Storrs Road. Figure 1 shows the site location overlaid on the Spring Hill USGS 7.5 Minute Topographic Quadrangle, while Figure 2 shows the site location overlaid on the Spring Hill USGS Digital Orthophoto Quarter Quadrangle.

Topography on the site ranges from approximately 560-feet in the northwest corner of the property to the approximately 628-feet near the intersection of Post Office Road and Storrs Road at the southern property corner. Soils, taken from the NRCS Soil Survey Geographic (SSURGO) Database for Connecticut, 2005, are shown on Figure 3. Table 1 summarizes the Map Symbols and Map Unit Names, along with each soil type's associated Hydrologic Soil Groups, from the NRCS Soil Survey. Soil reports from the NRCS Soil Survey Geographic (SSURGA) Database detailing other soil properties such as erodibility, permeability, depth, texture and soil structure can be found in Appendix A.

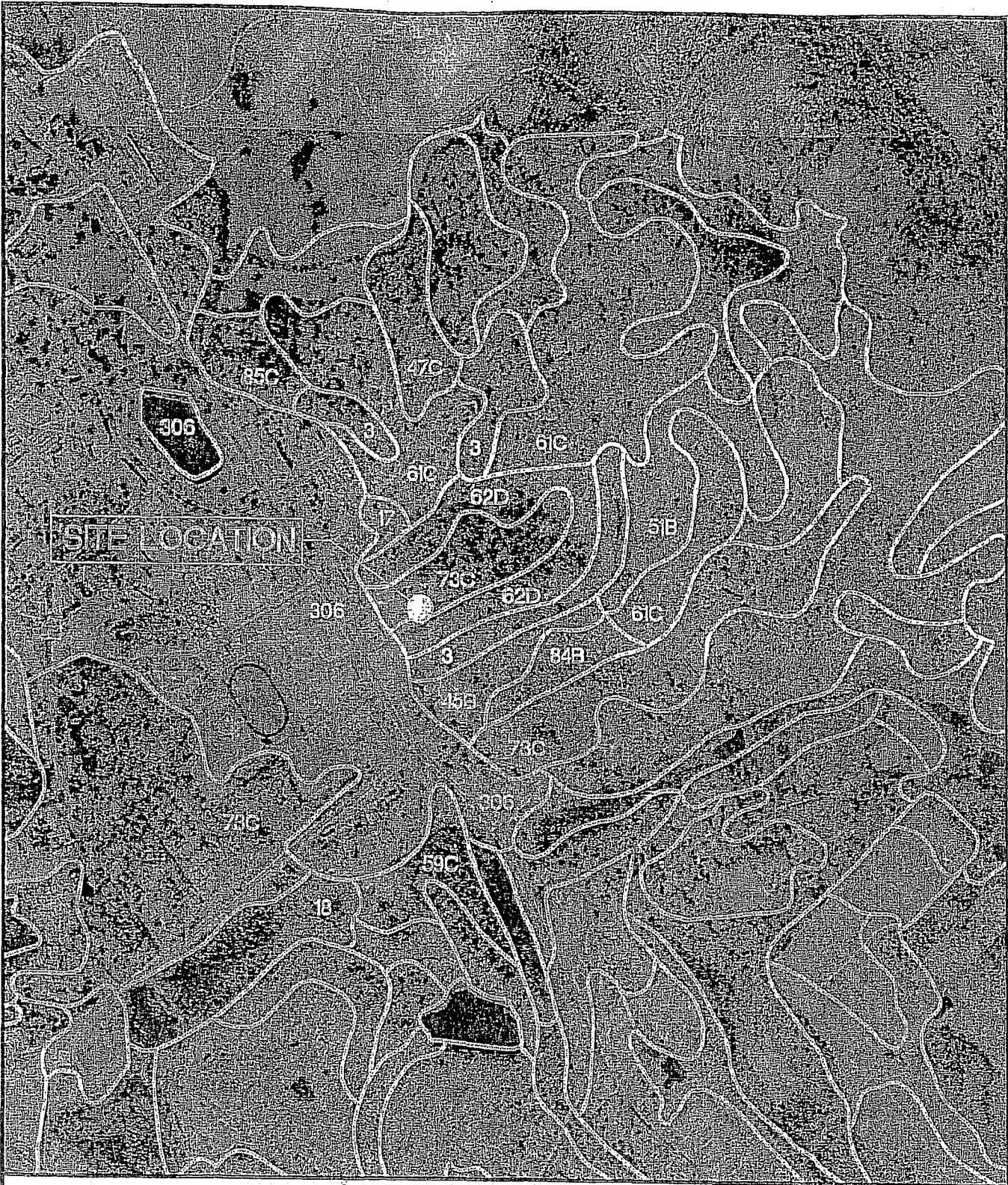


Base map is a reproduction of the U.S.G.S. Digital Orthophoto Quarter Quadrangle
of Spring Hill, Northwest and Southwest Quadrangles, Connecticut
SCALE: 1" = 1000 FT



FIGURE 2: SITE AERIAL PHOTO
STORRS P. 1531





Base map is a reproduction of the U.S.G.S. Digital Orthophoto Quarter Quadrangle of Spring Hill, Northwest and Southwest Quadrangles, Connecticut
 Soils delineation are reproduced from the NRCS Soil Survey Geographic (SSURGO) Database for Connecticut
 SCALE: 1" = 1000 FT



FIGURE 3: NRCS SOIL SURVEY MAP

STORRS Ctp. 154

STORRS ROAD (Ct. 6115E 105)



The Preliminary Master Plan for the development clusters most of the proposed development along the existing developed corridor along Storrs Road. The intersection of Dog Lane and Storrs Road is reconfigured to improve the geometry of the intersection and develop the entrance green opposite E. O. Smith High School. Various sidewalk, streetscape, and landscaped median island islands are shown along Storrs Road for traffic calming and pedestrian safety. Most of the eastern portion of the site will be undeveloped open space that encompasses both the Northern and Southern wetland corridors, the large vernal pool, and woodlands that are ecologically contiguous with the Joshua's Trust Open Space tract.

Table 1
 Soils Data

Map Symbol	Hydrologic Soil Group	Map Unit Name	Slope (percent)
3	D	Ridgebury, Leicester, and Whitman soils, extremely stony	-
17	D	Timakwa and Natchaug soils	-
18	D	Catden and Freetown soils	-
45B	C	Woodbridge fine sandy loam	3-8 %
47C	C	Woodbridge fine sandy loam, extremely stony	2-15 %
51B	B	Sutton fine sandy loam, very stony	2-8 %
59C	A	Gloucester gravelly sandy loam, extremely stony	3-15 %
61C	B	Canton and Charlton soils, very stony	8-15 %
62D	B	Canton and Charlton soils, extremely stony	15-35%
73C	B	Charlton-Chatfield complex, very rocky	3-15%
84B	C	Paxton and Montauk fine sandy loams	3-8%
85C	C	Paxton and Montauk fine sandy loams, very stony	8-15%
306	C	Udorthents-Urban land complex	-

There are no floodplains on the site according to FEMA FIRM 090128 0005C and 090128 0010C for the Town of Mansfield, Tolland County, Connecticut (Appendix A). Wetlands are present on-site adjacent to the two watercourses and the vernal pool. There is a central ridge that creates a divide between the two watercourses, with the vernal pool located on the top of the ridge at the northeast portion of the property. The outlet to the vernal pool is an intermittent watercourse that flows north down the hill to the northern watercourse near the swamp and northeast property line. Along all wetlands, a minimum 50-foot buffer, which will remain undisturbed, is incorporated into the Preliminary Master Plan for the site.

The northern watercourse extends approximately 1200 linear feet (LF) in a northeasterly direction across the site. The corridor along the watercourse is wooded and the watercourse has a relatively steep slope of approximately 4-percent. This watercourse receives road sand and trash from the commercial businesses along 1550g Lane and Storrs Road which is

transported down the watercourse due to the relatively steep and narrow channel. Most of the trash and road sand is trapped in the wetland immediately behind the commercial development. This wetland consists of the upper 200-LF of the watercourse, which is bounded by an existing road under which a 24-inch reinforced concrete pipe (RCP) regulating flows from the wetland crosses. The channel meanders within a 35- to 50-foot wide wetland corridor, eventually becoming a well-defined channel near the northeast property boundary. Beyond the northeast property boundary the watercourse flows northeasterly for approximately 2900-feet before its confluence with the southern watercourse.

The southern watercourse extends approximately 1180-LF to the eastern property boundary. Its corridor is also wooded and is forked near the Post Office, with a shallower 2.3-percent slope and a wider wetland corridor typically ranging from 120- to 200-feet. Gravel from an adjacent gravel Town parking lot is eroding into adjoining offsite wetlands. Road sand and runoff from the Post Office parking lot is also being piped into the western branch of the south watercourse. Additionally, a lot of trash and debris is entering the southern watercourse from the commercial parking lots above. Beyond the property boundary, the southern watercourse flows generally easterly for approximately 2300-feet before its confluence with the northern watercourse.

The combined, unnamed watercourse flows approximately 3000-feet further east to its confluence with the Fenton River. The Fenton River is part of the Thames River Basin and the watercourses are located within CTDEP Basin Number 3207-13-1. The watercourses are also part of the Willimantic Water Department's public water supply watershed.

Ground water flow is expected to mirror the topography of the site and flow from the upland areas to the northeast, and east. The central ridge running approximately east to west through the site creates a drainage divide through the center of the site, isolating ground water flow in the two basins. According to boring information summarized in a 2003 report by Haley & Aldrich (H&A), the depth to ground water near the wetlands is approximately 2-3 feet below ground surface. H&A encountered ground water in three borings B101, B104 and B106, where the depth to water in these borings varied from 7 to 18.5 feet below ground surface. Excerpts from the 2003 Haley & Aldrich report are included in Appendix A.

The majority of the site drains to the two watercourses. There is a high point within Storrs Road that directs runoff from the remainder of the site either south or north along Storrs Road. Areas along Storrs Road closest to Dog Lane drain northwest to Mirror Lake, while areas along Storrs Road near Post Office Road drain southeast towards an off-site watercourse located south of Hanks Hill Road. Mirror Lake and its tributary areas are identified as CTDEP Basin 3207-12-1-L1. The areas draining to the off-site watercourse are identified as CTDEP Basin 3207-14-1. Both of these watersheds are located with the larger Fenton River Basin.

PROPOSED STORMWATER BMPs

The proposed stormwater management system for this site will incorporate a variety of Best Management Practices (BMPs) designed for water quality treatment, mitigation of proposed peak flows, groundwater recharge and stream channel protection. Given the presence of the vernal pool at the rear of the site, further consideration was given to the use of BMPs that would not create decoy vernal pools. The minimization of total disturbance and of impacts to the existing woodlands for the construction of the site was also considered.

Structured parking, rather than using extensive surface parking, to service the development is proposed in order to reduce impervious cover and allow greater flexibility in preserving existing woodlands. Storm runoff from roadways and adjacent walkways will be directed toward roadside filters incorporated with street trees to provide water quality treatment. During the water quality storm and similar small storms, runoff will enter the filters via curb inlets, where runoff will be treated through the filter. All roadway runoff not served by a roadside filter will be routed to a Vortech oil-grit separator to provide water quality treatment. The Vortech oil-grit separators were selected because field testing by the Connecticut Department of Environmental Protection and the University of Connecticut has found that they are one of the most effective products on the market for renovating stormwater, particularly in meeting the 80% Total Suspended Solids (TSS) removal standards required by Connecticut. In and around the existing Post Office, where there is currently no water quality treatment, retrofit facilities to help improve the water quality of the existing runoff will be incorporated where feasible. Retrofit water quality treatment facilities to handle stormwater from the existing commercial/retail properties to remain (Map 16, Block 41, Lots 14 and 15) will also be incorporated.

The clean storm runoff will then be discharged to a combination of underground detention systems beneath the proposed roadways and surface detention in the rear of the site closest to the existing wetlands to provide peak flow attenuation. The detention systems will temporarily store runoff, allowing for groundwater recharge where possible, and gradually discharge the remainder of the runoff to the two watercourses via metered outlets. This metered outflow will protect the watercourses from increased flow rates, increased velocities and associated streambank erosion. Underground detention facilities include StormTrap-type underground storage vaults, which will incorporate infiltration through the bottom of the facilities, where conditions permit. Surface detention facilities include filter basins, shallow areas of temporary detention or "wet meadows", and dry detention facilities. All BMPs will incorporate design criteria presented in the CTDEP's 2004 Water Quality Manual. Specific design criteria anticipated for each BMP are listed below, with additional information and sample construction details included in Appendix B.

Filter Basin

- Primarily provides detention (peak flow attenuation) during larger storms.
- Pretreatment provided upstream by roadside tree box filters and sedimentation structures.
- Drains in 24 hours.
- Underdrain collection system to ensure the system fully drains within 24 hours.
- Average depth 3 to 5 feet.

- Outlet is a riser pipe surrounded by sand/stone; discharges to small culvert with a stilling basin at downstream end.
- Stone wall may form part of down slope berm.

Wet Meadow/Dry Detention

- Primarily provides detention (peak flow attenuation) during larger storms.
- Pretreatment provided upstream by roadside tree box filters and sedimentation structures.
- Drains in 24 hours.
- Average depth 2-feet.
- "Leaky" stone berm-type outlet.

StormTrap-type Underground Detention

- Primarily provides detention (peak flow attenuation) during larger storms.
- Pretreatment provided upstream by roadside tree box filters and sedimentation structures.
- Detention times between 24 and 48 hours (underground facility).
- Where soils conditions permit, infiltration may be incorporated through bottom of facility to provide groundwater recharge.
- Conventional staged outlet; multiple orifices discharge to a culvert.
- Systems will be routed to a Filter Basin or Wet Meadow, where possible. If not possible, outlet will be routed to a stilling basin or other appropriate velocity-reducing type outlet.

Dry Swale/Filter Trench

- Provides water quality treatment during small storms; during larger storms provides conveyance of runoff to a detention facility.
- Pretreatment provided upstream by roadside tree box filters and sedimentation structures.
- Perforated pipe set in stone below bottom of swale.
- During low flows, water will be filtered by trench and during higher flow; swale will convey water to downstream facility for detention.

Roadside Tree Box Filter

- Provides water quality treatment of roadway runoff.
- Underdrain collection system to convey treated water to downstream detention facility.
- Some infiltration (and groundwater recharge) may occur through the bottom of the system.
- Underdrain collection system will ensure the system fully drains.

Green Roof-Type Treatment

- May be used at rooftop of Marketplace parking garage to provide green space amongst proposed storefronts.
- Can be designed to provide water quality treatment
- Can also be designed to provide some runoff volume reduction (depends on type of green roof chosen).
- Surplus runoff is routed to a downstream detention facility.

The utilities infrastructure, including stormwater facilities and conveyance systems, will be completed in two phases as shown in the Storrs Center Phasing Map (ZC.10 dated 10/31/06). Generally, all necessary infrastructure improvements in the northern portions of the site will be constructed as part of Phase I. All remaining infrastructure improvements in the southern portions of the site will be constructed as part of Phase II.

CALCULATIONS AND METHODOLOGY

Runoff rates are computed from the 2-, 10-, 25-, 50- and 100-year 24-hours frequency rainfall events. Pre- and post-development flows are computed using the SCS Runoff Curve Number Method as presented in Technical Release 55 (TR-55), Urban Hydrology for Small Watersheds, USDA, SCS, 2nd Edition, June 1986, and further described in detail in Part 4 of the National Engineering Handbook (NEH-4), SCS 1985. Curve numbers are taken from Tables 2-2a and 2-2b of the TR-55 manual. A Type III storm distribution with an average antecedent moisture condition is used and the rainfall depths associated with the design storms are presented in Table 2. Times of concentrations are calculated using methods presented in Chapter 3 of the TR-55 Manual. Peak flows are calculated using the software package HydroCAD, Version 7.10. All predevelopment calculations can be found in Appendix C and all postdevelopment calculations can be found in Appendix D. Maps showing predevelopment and postdevelopment drainage areas are included in Appendix F.

Table 2
Rainfall

Return Period	24-hr Rainfall Depth
2-year	3.20 inches
10-year	4.80 inches
25-year	5.50 inches
50-year	6.20 inches
100-year	6.90 inches

Predevelopment Hydrologic Conditions

Under existing conditions, the site has four distinct discharge points: to the south along Storrs Road ('A' subwatersheds); to the existing watercourse located in the southern portion of the site ('B' subwatersheds); to the existing watercourse located in the northern part of the site ('C' subwatershed); and to the north along Storrs Road, eventually discharging to Mirror Lake ('D' subwatersheds). Characteristics for each P. 159 ge area are summarized in Table 2

and peak flows for all analyzed storms are summarized in Table 4. All calculation details may be found in Appendix C and a predevelopment drainage area map is included in Appendix F.

Table 3
 Predevelopment Drainage Area Characteristics

Subwatershed ID	Area (acres)	Composite Curve Number (CN)	Time of Concentration (minutes)
A1	1.100	92	5.0
B1	8.166	76	14.0
B2	2.013	83	13.2
B3	0.367	92	5.0
B4	2.171	83	19.9
B5	9.892	64	19.2
C1	1.960	94	7.3
C2	2.881	90	5.9
C3	3.622	74	7.3
C4	6.389	65	13.3
D1	8.471	90	8.6

Table 4
 Predevelopment Peak Flows

Subwatershed ID	Peak Flow (cfs)				
	2-year	10-year	25-year	50-year	100-year
A - South on Storrs Road	3.07	4.95	5.77	6.58	7.39
B - Southern Watercourse	12.65	30.43	39.35	48.70	58.20
C - Northern Watercourse	16.48	30.21	35.47	40.52	45.45
D - North on Storrs Road	19.50	32.41	38.03	43.62	49.20

Postdevelopment Hydrologic Conditions

Preliminary postdevelopment drainage areas are delineated based on the Preliminary Master Plan for the site. Curve numbers, times of concentration and peak flows are also estimated for all design storms. Generally, areas of development will be impervious and the watersheds are expected to have rapid response times. Characteristics for each drainage area are summarized in Table 5 and peak flows for all analyzed storms are summarized in Table 6. All calculation details may be found in Appendix D and a predevelopment drainage area map is included in Appendix F.

Based on the preliminary postdevelopment hydrographs, as anticipated, peak flow attenuation will be necessary for peak flows to the two existing watercourses on site. No peak flow attenuation is necessary for areas draining north along Storrs Road (Subwatershed D); however, some attenuation may be necessary for areas draining south along Storrs Road (Subwatershed A). During the comprehensive design phase of the project, additional investigation will be necessary to determine whether further runoff from Storrs Road can be captured and conveyed to the proposed storage systems in the interior of the site, or whether there is sufficient conveyance capacity downstream for the small increase in peak flows (+1.60-cfs during the 100-year storm). One of the goals of the comprehensive stormwater management plan, upon completion of the comprehensive design phase of the project, is to have zero increase in peak flows from the site.

Table 5
 Estimated Postdevelopment Drainage Area Characteristics

Subwatershed ID	Area (acres)	Composite Curve Number (CN)	Time of Concentration (minutes)
PA1	1.282	98	5.0
PB1	3.471	81	19.2
PB2	1.620	98	5.0
PB3	0.572	98	5.0
PB4	2.235	87	5.0
PB5	6.044	69	18.1
PB6	3.156	84	5.0
PB7	2.285	95	5.0
PB8	0.558	86	5.0
PB9	0.625	98	5.0
PB10	2.494	98	5.0
PC1	5.747	98	5.0
PC2	2.487	98	5.0
PC3	2.319	90	5.0
PC4	4.556	68	11.2
PD1	7.577	98	8.6

Table 6
 Estimated Postdevelopment Peak Flows (Without Detention)

Subwatershed ID	Peak Flow (cfs)				
	2-year	10-year	25-year	50-year	100-year
A – South on Storrs Road	4.13	6.23	7.15	8.07	8.99
B – Southern Watercourse	40.75	68.57	81.05	93.63	106.29
C – Northern Watercourse	34.21	55.28	64.71	74.24	83.84
D – North on Storrs Road	21.58	32.61	37.43	42.23	47.04

Using the estimated postdevelopment hydrographs, the necessary storage for attenuation of the postdevelopment peak flows to predevelopment levels was estimated using three methods. The first method, labeled “Method 1 – Volume Differences” (Appendix E), compares the estimated proposed runoff volume to the existing runoff volume to estimate the necessary storage. The second method, labeled “Method 2 – Flow Differences” (Appendix E), compares the estimated proposed runoff hydrograph to the existing runoff hydrograph on a time increment basis to estimate the necessary storage. The third method, labeled “Method 3 – TR-55 Estimate” (Appendix E), is based on procedures presented in Chapter 6 of the previously referenced TR-55 manual (1986). This method uses the

relationship between the peak outflow to peak inflow discharge ratio and the storage volume to runoff volume ratio to estimate the necessary storage. These methods are applied to the hydrographs for Subwatersheds B and C to estimate the necessary total storage needed to maintain predevelopment peak flow rates from the site. The average result of the three methods estimates approximately 4.85-acre-feet of storage may be necessary for peak flow attenuation as a result of development. The current Preliminary Master Plan for Storrs Center incorporates approximately 5.05 ± acre-feet of storage, which more than satisfies the amount of storage needed for the proposed development plan. Detailed calculations, including exact storage facility calculations, will be completed during the comprehensive design phase of the project. A Conceptual Stormwater BMP Plan showing BMPs and storage locations is included in Appendix F.

Typical water quality volume (WQV) calculations for a roadside tree filter and a stormwater filter trench and a typical water quality flow (WQF) calculation for a Vortech-type unit are presented in Appendix D.

Preliminary groundwater recharge volume (GRV) calculations indicate a minimum of approximately 0.225-acre-feet (9,801 cubic feet) of groundwater recharge will need to be mitigated as a result of this project. Infiltration, to maintain predevelopment groundwater recharge levels, will be provided through the bottom of the underground storage facilities, roadside tree box filters and dry detention facilities, where conditions permit. The GRV calculation is included in Appendix D.

SUMMARY AND CONCLUSIONS

The goals of the Draft Master Stormwater Drainage Study are to study the existing site and to determine how stormwater will be managed under the developed condition, while minimizing impacts to the existing natural features on site. Retrofit water quality treatment BMPs to treat the runoff from areas near the existing Post Office and from the existing commercial/retail properties to remain will also be incorporated. Also as a result of this development, redeveloped areas that previously had no BMPs are now incorporated into the stormwater management plan for the site. It is anticipated that the water quality of the runoff ultimately entering the adjacent wetlands will be improved over existing conditions.

Based on the preliminary analyses included in this report, an estimated storage of approximately 4.85-acre-feet may be necessary to maintain predevelopment peak flows from the site. In addition to peak flow attenuation, water quality treatment will be provided by a variety of BMPs. All BMPs will incorporate infiltration, where feasible, to maintain predevelopment groundwater recharge levels. It may be possible to infiltrate volumes for groundwater recharge in excess of the calculated minimum GRV criteria. The BMPs chosen for the site will be designed according to the CTDEP 2004 Water Quality Manual.

Storrs Center
Special Design District
MASTER TRAFFIC STUDY
PURSUANT TO MANSFIELD ZONING REGULATIONS
ARTICLE X, SECTION T.3.c (iii)

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EXECUTIVE SUMMARY

Storrs Center will be a mixed use development along the easterly side of Storrs Road (State Route 195), roughly between Dog Lane and Post Office Road in the Town of Mansfield.

The Mansfield Downtown Partnership, an independent non-profit corporation, was designated by the Mansfield Town Council as the municipal development agency for Storrs Center. The Mansfield Downtown Partnership is composed of representatives from the community, business, Town government and the University of Connecticut.

Both the project itself and the environs are unique, at least for Connecticut. The plan will combine architecture, pedestrian oriented streets, and public spaces into a series of small neighborhoods, making up the fabric of a new Town center, following carefully crafted design guidelines. Ground floor retail and commercial uses will be supported by residences above and throughout the neighborhood.

Storrs Center will contain a mix of uses, including a new Town Square, residential units (mostly efficiencies and one bedroom), retail, restaurant and office space. Fee based parking will be provided, primarily in structures, but also on street. Only about one-third of the 48 acre site will be developed.

Several access points to Storrs Center will be provided. Three will be located along Storrs Road (State Route 195), one on Post Office Road and one along Dog Lane. In addition, a secondary one-way in only access will be provided on Storrs Road near Post Office Road. It is anticipated that all the access roads will become public streets.

Traffic operations at key intersections along Storrs Road (State Route 195) were reviewed, specifically to determine their current operating parameters, and the ability to absorb new site traffic. The work effort included field reconnaissance and observation, collection of peak period and daily traffic volume information, projection of travel demand and capacity analyses.

Storrs Road (State Route 195) is a two lane north-south facility, carrying 15,000-16,000 daily trips in this area. It is classified by the Connecticut Department of Transportation as a principal arterial, to some degree conflicting with its local function as the main route servicing the University of Connecticut, the Mansfield Town Hall and E.O. Smith High School. There are several signalized intersections and uncontrolled pedestrian crossings.

Due to the presence of the University of Connecticut, public transportation service in the area is more extensive than one would find in the typical suburban environment. The University Department of Parking and Transportation Services operates several bus routes to, or near the Storrs Center site. In addition, the Windham Regional Transit

District runs a Storrs/Mansfield route during the day from the Route 44 area, through campus to downtown Willimantic.

The net increase in vehicular traffic resulting from the Storrs Center development was estimated to be about 315 morning, and 700 afternoon peak hour trips. These trips were assigned to the adjacent street network, which was analyzed to determine if sufficient capacity was available. Mitigation is recommended herein to maintain acceptable traffic operation within the project vicinity. By implementing these improvements, all critical intersections will operate at an overall level of service (LOS) "D" or better. In addition, all individual traffic movements, with the exception of two at the North Eagleville Road (State Route 430) intersection will operate at a "D" or better level of service.

Recommended improvements to maintain acceptable traffic operations, some of which are already included in the plans, include the following:

- Storrs Road (State Route 195) at Bolton Road and Dog Lane – As shown on the plans, the offset intersection will be reconfigured to a more conventional four way type, simplifying the traffic signal operation.
- Storrs Road (State Route 195) at Mansfield Road - Construct a southbound Storrs Road (State Route 195) right turn lane. The most problematic traffic movement, the southbound through movement, would then operate at a

minimum level of service of "D". As part of STC Certificate #904E, issued to UCONN in 2000, Mansfield Road must be widened to provide a proper 2-lane approach to State Route 195. These two improvements should be coordinated.

- Storrs Road (State Route 195) at South Eagleville Road (State Route 275) and Post Office Road – As shown on the plans, Post Office Road will be widened to provide for a two-lane approach to the traffic signal. This would result in a "D" level of service for the approach rather than "F".
- Storrs Road (State Route 195) at North Eagleville Road (State Route 430) and Gurleyville Road- A retiming of the traffic signal can provide some degree of mitigation for the projected afternoon operations at this location. It is understood from the Town that there may be some technical/maintenance issues with the existing traffic controller (owned by the State) that may first have to be addressed. The Town has requested CTDOT to review the situation. The Gurleyville Road intersection would operate essentially as under background conditions, while the N. Eagleville Road would operate at an overall level of service of "C" rather than "D". The volume to capacity ratio for all traffic movements at the North Eagleville Road intersection would be less than 1.0, but an "E" level of service will remain for the North Eagleville Road left turn movement (same as in background), and the Storrs Road (State Route 195) southbound through movements. Physical alterations at this intersection have been discussed over the years, but never implemented. These consisted of the

modification of the North Eagleville Road lane arrangement to provide a double left turn, combined with the provision of two North Eagleville Road northbound lanes to receive the traffic. The planned extension of North Hillside Road to Route 44 will siphon off some traffic in this area, particularly through this intersection, resulting in an improvement in traffic operations.

- Storrs Road (State Route 195) - Mid-block pedestrian crossings - There are two existing mid-block pedestrian crossings located between South Eagleville Road (State Route 275) and Bolton Road. They will be maintained, although the most southerly will be shifted to the south, closer to Town Hall. Since traffic on Storrs Road (State Route 195) will be increased, consideration should be given to installation of pedestrian crossing enhancements, such as in pavement warning lights or pedestrian activated beacons.
- Transit – The University should work closely with Storrs Center to enhance service to the site. This might include extension or modification of existing routes, and expanded weekend and evening service. In addition, appropriate bus shelters and stops should be provided.
- Cut through traffic – Concerns have been expressed about the potential for through traffic to use local streets, such as Gurleyville Road, Willowbrook Road, Hanks Hill Road or Separatist Road as a cut through to reach, or bypass, the Storrs Center area. While it is impossible to quantify such movements, and the

alternative routes are generally longer (time and distance), there may be an increase in traffic along alternative routes. Should an undesirable situation develop, the implementation of traffic calming techniques, such as speed humps as exist along Dog Lane, Eastwood and Westwood Road, traffic circles, or entrance treatments may be appropriate. The Town will monitor the situation and install calming treatments as needed.

The following table shows the overall intersection level of service under the "build" and "build with improvement" scenarios for those intersections where mitigation is proposed.

Peak Hour Overall Intersection Level of Service Summary - Mitigation

Intersection	Build	Build w/Improvement
State Route 195 at S. Eagleville/Post Office	C(D)	C(C)
State Route 195 at Mansfield Road	B(E)	A(C)
State Route 195 at Gurleyville Road	B(C)	-(C)
State Route 195 at N. Eagleville Road	B(D)	-(C)

Morning Peak Hour = X, Afternoon Peak Hour = (X)

The potential traffic impact of Storrs Center on the nearby roadway network can be mitigated to a large degree with the above improvements. There are two recommendations in the recently completed Storrs Campus Master Plan Update that will be beneficial to traffic operations along the Storrs Road (State Route 195) corridor, as well as reducing cut through traffic in residential neighborhoods. The first is the extension of North Hillside Road from its current terminus on campus to Route 44. Environmental impact documents are currently being prepared and the roadway is

anticipated to be constructed in 2010 or 2011. This extension will provide traffic relief along the Storrs Road (State Route 195) corridor, although such benefit is not quantified and has not been incorporated into this study. The existing and/or potential problems at the North Eagleville Road (State Route 430) intersection should be mitigated when North Hillside Road is extended to Route 44. The second project is the extension of Bolton Road to South Eagleville Road (State Route 275). This should provide some traffic relief at the south end of Storrs Road (State Route 195), as well as for the Eastwood/Westwood Road neighborhood.

**STORRS CENTER
SPECIAL DESIGN DISTRICT
MASTER PARKING STUDY
PURSUANT TO MANSFIELD ZONING REGULATIONS
ARTICLE X, SECTION T.3.c (ii)**

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Master Parking Study for Storrs Center

Introduction

The purpose of the Storrs Center Parking Shared Use Analysis is to provide a methodology that will be used to determine the peak parking demand generated by the Storrs Center development program and to compare the peak demand with the proposed parking supply. This analysis is intended to satisfy the requirement of a comprehensive parking study in support of an application to amend the Mansfield Zoning Map to designate certain properties located within the area of the Storrs Center Municipal Development Plan as Storrs Center Special Design District (SDD).

The analysis accomplishes this task in five steps. First, the estimated master development program for the project is identified and set forth by land use type. Second, base parking demand factors are identified for each different land use type, consistent with accepted industry data. Third, adjustments are made to each base demand factor according to accepted methodologies of shared use analysis (e.g., proximity to university, availability of transit and pedestrian connections, synergy of uses). Fourth, parking demand for the project is calculated by multiplying the adjusted demand factors by the equivalent units of development program across all hours of the day and evening. Finally, proposed parking supply is identified and compared with the peak parking demand. Using the estimated program as the basis for the report, the analysis concludes that the project proposes an adequate amount of parking to accommodate the peak demand generated by the entire development program for the project as currently planned.

The analysis is broken down into four phases which correlate roughly to the anticipated phasing of project construction. The four-phase parking analysis presented in this report is intended to demonstrate that adequate parking will be present not only at the completion of the project, but also at key points during construction. This is consistent with the applicant's intent to build the project over a period of years and to operate completed portions of the project as construction progresses. The phases identified in this report are necessarily general in nature and represent "snap shots" of possible future conditions. This report is not a specific statement of proposed development phasing. Rather, this report creates a methodology for understanding parking demand and its relationship to parking supply in Storrs Center. Although this analysis concludes that an adequate parking supply will be available to meet the anticipated phasing of construction, the specific zoning permit applications that will be submitted to the Town pursuant to the requirements of the Zoning Regulations can demonstrate adequate parking through the use of this methodology.

The Project

Storrs Center is a mixed-use project located in the Town of Mansfield adjacent to the University of Connecticut. The project is comprised of four neighborhoods or phases which may overlap during construction Phase 1 – Town Square, Phase 2 – Village Street,

Phase 3 – Residential, and Phase 4 – Market Square. Figure 1 illustrates the project's phasing while Tables 1a and 1b summarize the land use types and estimated densities by phase.

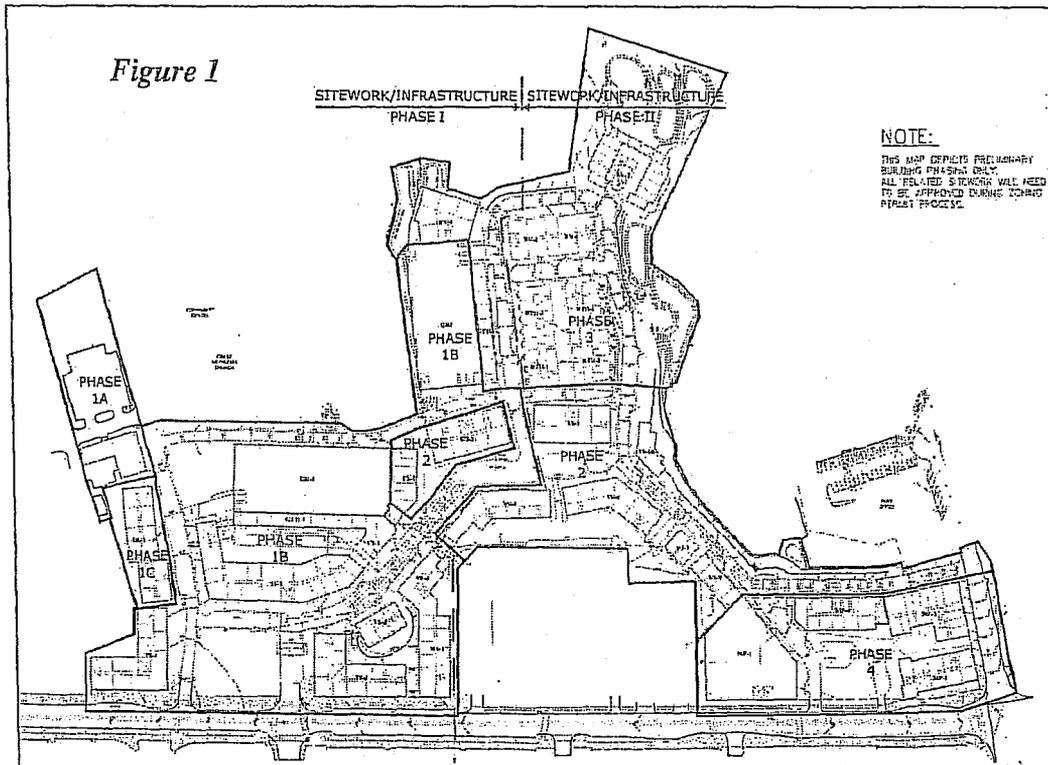


Table 1a
Storrs Center Phasing

Land Use	Phase 1		Phase 2		Phase 3		Phase 4	
	Area (SF)	Units						
Residential		318		154		101		117
Restaurant								
- Sit Down Restaurant	21,117		6,596		0		8,159	
- Fast-Food/Grab-N-Go	14,136		8,915		0		2,144	
Office	4,300		10,006		0		32,437	
Community Shopping	28,604		25,188		0		37,227	

Table 1b
Storrs Center Phasing – Cumulative

Land Use	Phase 1		Phase 2		Phase 3		Phase 4	
	Area (SF)	Units						
General Residential		318		472		573		690
Restaurant								
- Sit Down Restaurant	21,117		27,713		27,713		35,872	
- Fast-Food/Grab-N-Go	14,136		23,051		23,051		25,195	
Office	4,300		14,306		14,306		46,743	
Community Shopping	28,604		53,792		53,792		91,019	

At final build-out, the project will include community shopping, office, restaurant, and residential uses. The following defines to the extent possible the type and nature of land use activities anticipated.

Residential: includes for sale and for rent residential units in various configurations such as studios, lofts, condos, townhouses, flats, live/work units, condo rentals, duplexes, single family residences, and various types of multi-family residences, as allowed within the SDD.

Restaurant/Sit-Down: includes sit-down and non-fast food restaurants, family restaurants, tapas restaurants, crepe restaurants, bistros or other specialty food venues with full service, entertainment, dance, and music venues serving food, and other sit down venues offering full service dining, as allowed within the SDD.

Restaurant/Fast Food: includes take-out pizzerias, sandwich shops, ice cream, treat shops, bagel shops, candy shops, and other food/retail venues with primary take-away and/or counter top food components, as allowed within the SDD.

Office: includes all types of office space compatible with the characteristics of this development, as allowed within the SDD.

Retail: includes all types of community shopping compatible with the characteristics of this development, including clothing and shoe stores, housewares, office supply stores, food stores, art supply stores, pharmacies, wine and cheese stores, liquor stores, craft shops, music shops, galleries, student shops, and other retail stores, and all services such as bank/ATM, yoga and exercise venues, daycare, cleaners, laundromats, copy shops, travel agencies, computer service, etc., as allowed within the SDD.

The initial two phases of the project will include two stand-alone parking structures as well as a number of on-street (curb-side) spaces. The fact that this mixed-use development will be adjacent to a large university is critical from a market/tenant leasing perspective and therefore from a parking demand standpoint. The developer is well aware of the market effect that the University will have on the type of retail, restaurant, and residential tenants. Many of the shops and restaurants themselves may be targeting their goods and services to University clientele. DESMAN's experience and associated analysis of similarly programmed locations suggests that 20% to 80% of restaurant and retail patrons, depending on the type of business, do not arrive at the shopping/dining destination via the automobile. For example, many are students and faculty who walk from their classroom or housing having already parked, or they are visitors who walk or arrive by transit. Additionally, the parking need associated with higher density residential developments that are contiguous to university environments is lower than similar/traditional development. Some reduction in auto utilization patterns should be anticipated given the proximity of the University. Finally, the internal "synergy" between and among commercial uses can be dramatic. An individual on one single trip (one single parking event) could frequent multiple destinations. For example, one parking event could relate to lunch at a restaurant, a stop at a shoe store, and a stop at a clothier, or dinner.

The Concept of "Shared Use"

The key to this analysis revolves around the concept of "Shared Use". Shared use reflects the ability for various land use activities to share a particular supply of parking without shortfall. Different land use activities (office, residential, retail, etc.) exhibit different parking accumulation patterns.

Fortunately, the concept of shared use has been carefully evaluated by the Urban Land Institute and a number of factors are used to arrive at shared use calculations. These factors include peak demand ratios (specific to each land uses' individual peak hour), seasonal/monthly adjustments, hourly parking accumulation patterns (6 AM to 12 AM), reductions associated with alternative modes of travel (bus, bike, walk, etc.), and reductions associated with development "synergy". While the first three factors, (peak demand ratios, monthly adjustments, and parking accumulation patterns) are fairly well documented and established, parking demand reductions associated with auto use/walking patterns and synergy are unique to each municipality and development and therefore should be analyzed on a case by case basis. In an effort to clearly illustrate the assumptions used to model the unique parking demand associated with Storrs Center and the project's proximity to the University, peak parking demand ratios were developed by Desman and reviewed by the Town's parking consultant, Tighe & Bond, Inc. The resulting peak ratios are referenced as the base ratios to which appropriate and representative adjustments are made.

Base Parking Demand Ratios (Urban Land Institute)

Table 2 illustrates the peak parking demand ratios for a weekday and a weekend for various land use categories as developed by DESMAN and reviewed by Tighe & Bond. These ratios are based in part on research completed by the Urban Land Institute (ULI Shared Parking Second Edition), the Town of Mansfield's current off-street parking requirements (Code), and research and application as experienced and recommended previously by DESMAN and reviewed by Tighe & Bond. These ratios represent the peak parking demand that would be generated for each of these uses independently.

Table 2
Base Parking Demand Ratios

Land Use Type	Peak Ratio		Unit
	Weekday	Weekend	
Residential/Suburban (Negligible Transit)	1.25	1.25	Unit
Restaurant/Eating-Drinking Place	9.5	9.5	/1000 sf GLA
Restaurant/Fast-Food	5.7	5.7	/1000 sf GLA
Office/Suburban (<250ksf)	2.75	0.5	/1000 sf GLA
Community Shopping Center (<400ksf)	3	3	/1000 sf GLA

* Per 1000 sf of Gross Leasable Area

Adjustments to Base Parking Demand Ratios

Based on DESMAN's experience in similar projects, adjustments were made for the expected auto use and pedestrian use (walking, biking, public transit, etc.) and are identified in Table 3a. These adjustments capture the interrelationship between land uses within the mixed use development. For example, the Restaurant/Sit-Down ratio in Table 2 for a weekday was reduced by 10% (0.9 auto use/walking adjustment) to account for the number of individuals who would walk or bike from nearby areas. It was then further reduced by 10% (0.9 synergy factor) to reflect the number of on-site employees, residents, and/or shoppers who already parked in association with a previous (shopper) or primary (employee/resident) trip purpose and then went to lunch or dinner. Therefore, the peak parking demand ratio to be applied to Restaurant/Sit-Down for a weekday is reduced from 9.5 spaces per 1,000 gross square feet (gsf) as illustrated on Table 2 to 7.2 spaces per 1,000 as illustrated on Table 3b.

Table 3a
Recommended Adjustments to Base Parking Ratios

Land Use Type	Weekday			Weekend (3)		
	Auto/Walking (1)	Synergy (2)	Total Adj.	Auto/Walking (1)	Synergy (2)	Total Adj.
Residential/Suburban (Negligible Transit)	1.00	1.00	1.00	1.00	1.00	1.00
Restaurant/Sit-Down	0.90	0.90	0.81	0.80	0.90	0.72
Restaurant/Fast-Food	0.80	0.90	0.72	0.70	0.90	0.63
Office/Suburban (<250ksf)	1.00	0.95	0.95	1.00	0.95	0.95
Community Shopping Center (<400ksf)	0.90	0.90	0.81	0.90	0.90	0.81

Note:

- (1) Reflects percentage of individuals who would walk, bike, or are dropped off, and would therefore represent a reduction in on-site parking demand.
- (2) Reflects percentage of individuals who would have already parked in association with their primary trip purpose and/or multiple purpose (shopping) trips.
- (3) A higher relative proportion of students will frequent the fast-food restaurants on a weekend than on a weekday. Therefore the transit use (adjustment reduction) is larger.

The base parking demand ratios that would be reflective of conditions for Storrs Center were adjusted and are presented on Table 3b.

Table 3b

Weekday and Weekend Parking Demand Ratios Recommended for Storrs Center

Land Use Type	Peak Demand Ratios		Unit
	Weekday	Weekend	
Residential/Suburban (Negligible Transit)	1.25	1.25	unit
Restaurant/Sit-Down	7.70	6.84	/1000 sf GLA
Restaurant/Fast-Food	4.10	3.59	/1000 sf GLA
Office/Suburban (<250ksf)	2.61	0.48	/1000 sf GLA
Community Shopping Center (<400ksf)	2.43	2.43	/1000 sf GLA

* Per 1000 Sf of Gross Leasable Area

Other typical adjustments to shared-use parking demand ratios include monthly fluctuations. ULI's Shared Parking Second Edition has documented monthly/seasonal variations associated with a number of land use types and presents these fluctuations as a percentage of each activities peak month. For example, retail activity (sales) peak during the holiday seasons, namely December. Therefore, all other months reflect only a percentage of December's retail volume. However, seasonal variations in land use activity obtained from ULI's national surveys may not be representative of Mansfield, Connecticut, a classic example of a "college town". Therefore, the parking demand for each land use activity is based on its seasonal peak. In effect, no reduction in parking demand associated with seasonal variations has been assumed, which is a conservative approach.

The variation in parking demand generated by different land use activities by time of day, however, is one of the foundations of the ULI shared-use principle and should be applied to the peak ratios illustrated on Table 3b. Tables 3c and 3d illustrate the representative hourly accumulation pattern associated with the different land use types, broken down by hour of day. For the purposes of this analysis an average of 1.25 spaces per residential dwelling unit is presumed to be reserved as part of the apartment lease or condominium purchase. As such, no reduction for parking accumulation patterns/shared use is assumed for this land use category.

Table 3c

Recommended Weekday Parking Accumulation Patterns as a Percent of the Peak Period

Hour of Day	Office	Retail	Restaurant	Residential
6:00 AM	3%	1%	5%	100%
7:00 AM	30%	5%	10%	100%
8:00 AM	75%	15%	20%	100%
9:00 AM	95%	30%	30%	100%
10:00 AM	100%	55%	55%	100%
11:00 AM	100%	75%	85%	100%
12:00 Noon	90%	90%	100%	100%
1:00 PM	90%	100%	100%	100%
2:00 PM	100%	100%	90%	100%
3:00 PM	100%	100%	60%	100%
4:00 PM	90%	95%	55%	100%
5:00 PM	50%	85%	60%	100%
6:00 PM	25%	80%	85%	100%
7:00 PM	10%	75%	80%	100%
8:00 PM	7%	65%	50%	100%
9:00 PM	3%	50%	30%	100%
10:00 PM	1%	30%	20%	100%
11:00 PM	0%	10%	10%	100%
12:00 Midnight	0%	0%	5%	100%

Table 3d

Recommended Weekend Parking Accumulation Patterns as a Percent of the Peak Period

Hour of Day	Office	Retail	Restaurant	Residential
6:00 AM	0%	1%	5%	100%
7:00 AM	20%	5%	10%	100%
8:00 AM	60%	10%	20%	100%
9:00 AM	80%	30%	30%	100%
10:00 AM	90%	50%	55%	100%
11:00 AM	100%	65%	85%	100%
12:00 Noon	90%	80%	100%	100%
1:00 PM	80%	90%	100%	100%
2:00 PM	60%	100%	90%	100%
3:00 PM	40%	100%	60%	100%
4:00 PM	20%	95%	55%	100%
5:00 PM	10%	90%	60%	100%
6:00 PM	5%	80%	85%	100%
7:00 PM	0%	75%	80%	100%
8:00 PM	0%	65%	50%	100%
9:00 PM	0%	50%	30%	100%
10:00 PM	0%	35%	20%	100%
11:00 PM	0%	15%	10%	100%
12:00 Midnight	0%	0%	5%	100%

Storrs Center Parking Demand

DESMAN calculated the parking demand for four estimated phases of the Storrs Center project using the weekday and weekend base factors and hourly shared use adjustments. The weekday and weekend results are indicated on Appendix Tables 6 through 13 for each land use and each phase. Table 4 summarizes the overall peak results.

Table 4
Summary of Peak Weekday and Weekend Parking Demand

	Peak Parking Demand	
	Weekday	Weekend
Phase 1	698	657
Phase 2	1,062	985
Phase 3	1,188	1,112
Phase 4	1,573	1,415

Storrs Center Parking Supply and Demand Comparison

Prior to the determination of parking surplus or deficit for each phase of the Storrs Center project some discussion of practical capacity is required. Practical capacity relates to the operational efficiency of a parking lot, garage, or system. Depending on the type of parker (employee vs. visitor), that individual will perceive the parking facility as full when occupancy levels reach between 90% and 95%. Once this level is exceeded, potential parkers find it difficult to locate an available space. As a result, these individuals may abandon their search for parking. The effective and efficient turnover of convenient parking spaces is most successful when the supply of spaces exceeds the parking demand for those spaces by 5-15%. For the purpose of this study, a 90% practical capacity will be used for all non-reserved parking facilities. Given the one vehicle per one space assumption regarding reserved residential parking, no adjustments/reduction for practical capacity will be applied to these spaces.

Phase 1 would include approximately 705 spaces of structured parking and approximately 47 on-street spaces. The practical capacity calculation for this phase equals 717 spaces. Phase 2 would include additional structured parking with approximately 507 spaces plus 19 surface spaces. The total practical capacity figure for both phases equals 1,209 spaces. Though no additional parking will be developed under Phase 3, the practical capacity calculation is recalibrated to account for an increase in spaces reserved for residential use (1,222 total). At full build-out, a total parking supply of 1,655 spaces is anticipated, including a practical capacity of 1,576 spaces.

Based on the estimated peak weekday and weekend demand figures and the determination of practical capacity it appears that no deficit of parking spaces above and beyond the recommended practical capacity level exists. Note that peak weekday and weekend demand does not exceed the project's total capacity at any phase. Figures 2, 3, 4, and 5 graphically illustrate the supply (dashed line) and hour demand volumes for Phases 1, 2, 3, and at project completion.

Table 5
 Weekday and Weekend Practical Parking Surplus or Deficit

	Parking Supply	Practical Capacity	Peak Weekday Demand	Surplus/Deficit	Peak Weekend Demand	Surplus/Deficit
Phase 1	752	717	698	19	657	60
Phase 2	1,278	1,209	1,062	147	985	224
Phase 3	1,278	1,222	1,188	34	1,112	110
Phase 4	1,655	1,576	1,573	3	1,415	161

* A total parking supply of 1,655 spaces is assumed at the completion of the project

Figure 2

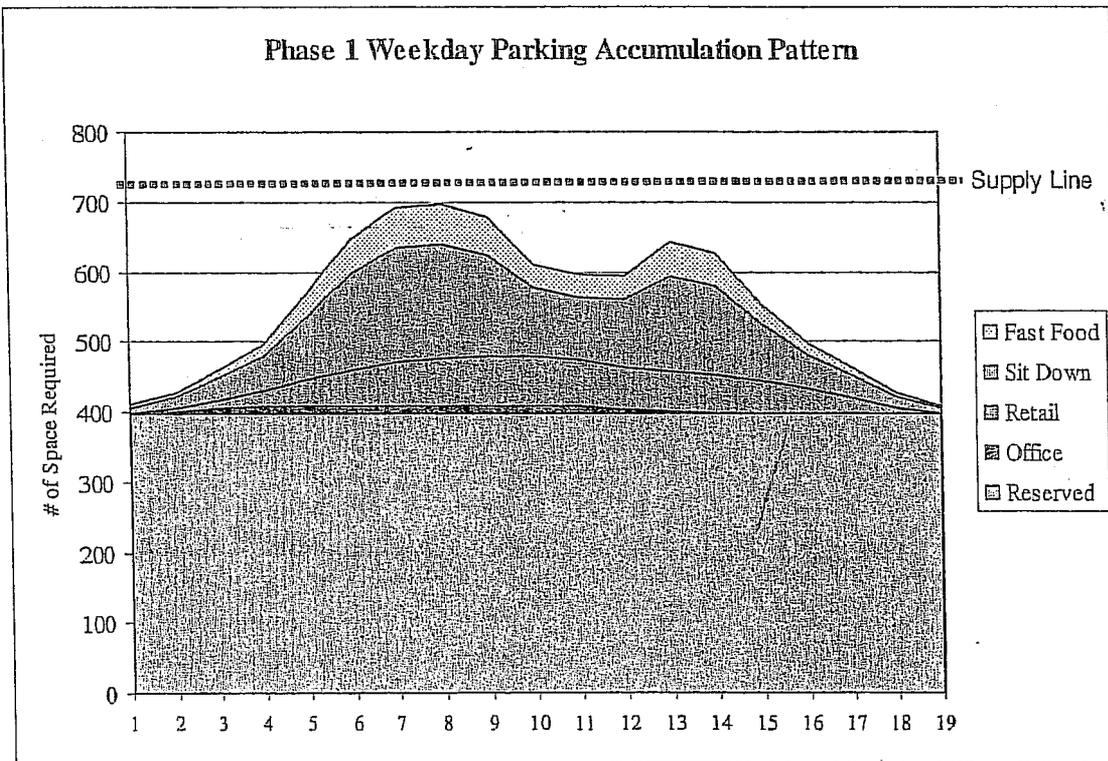


Figure 3

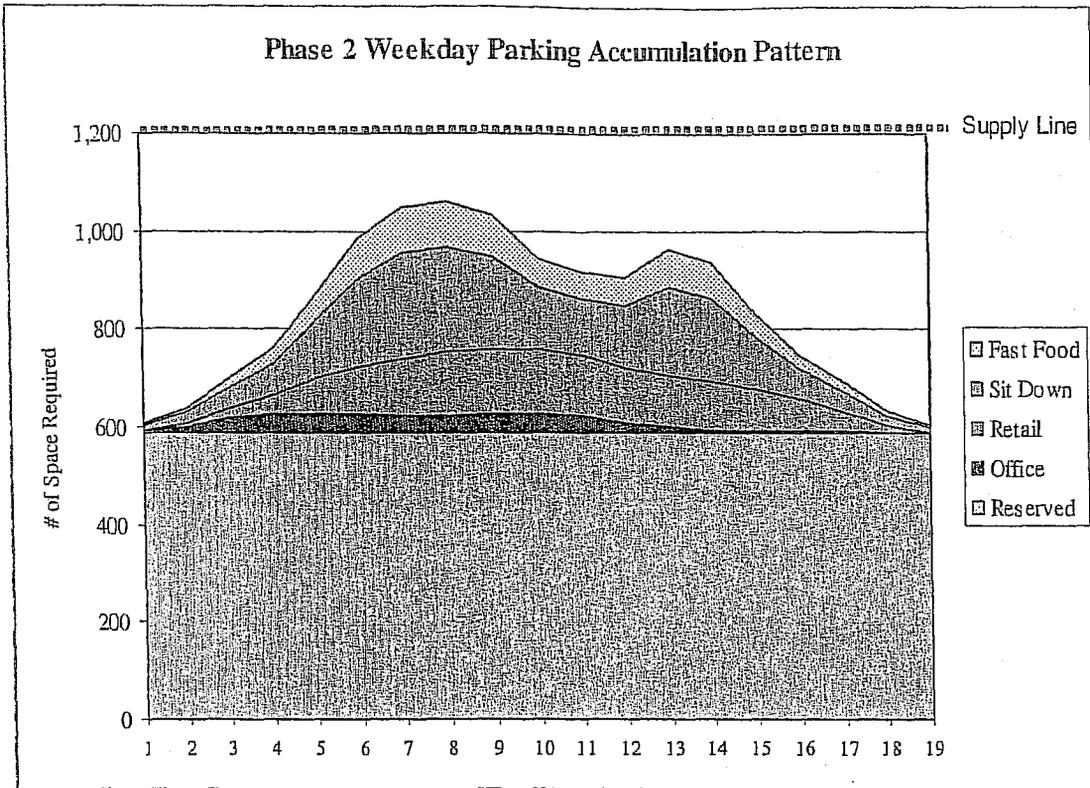


Figure 4

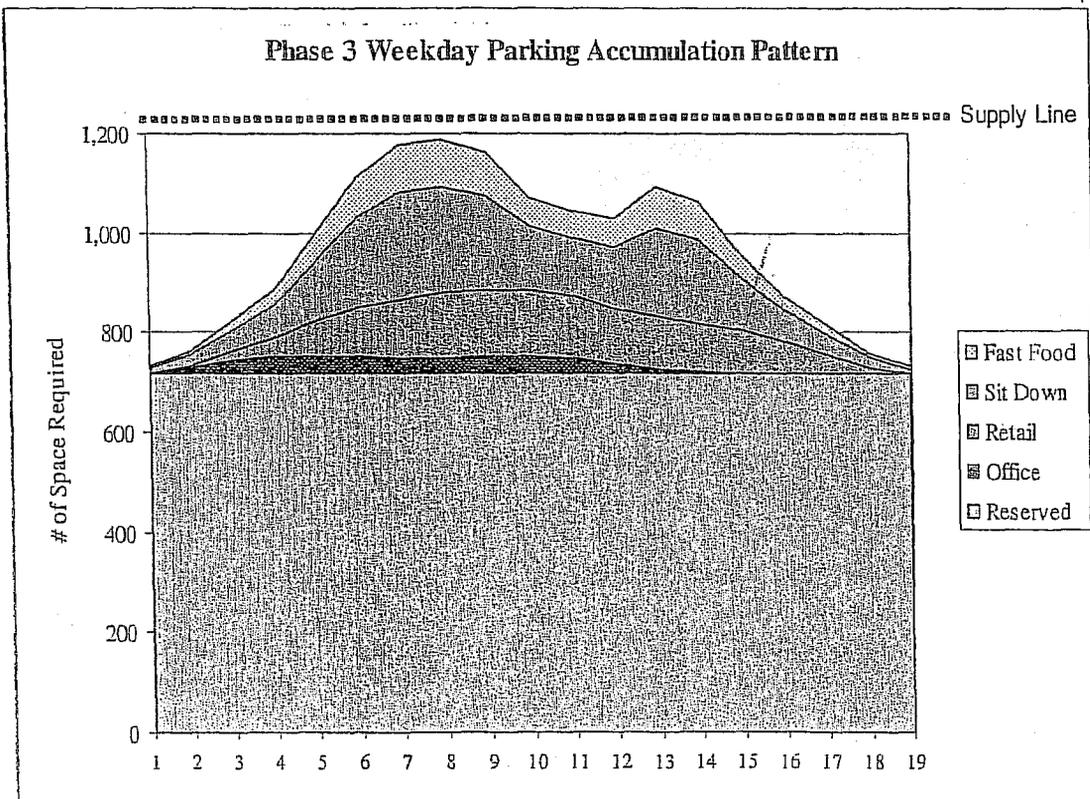
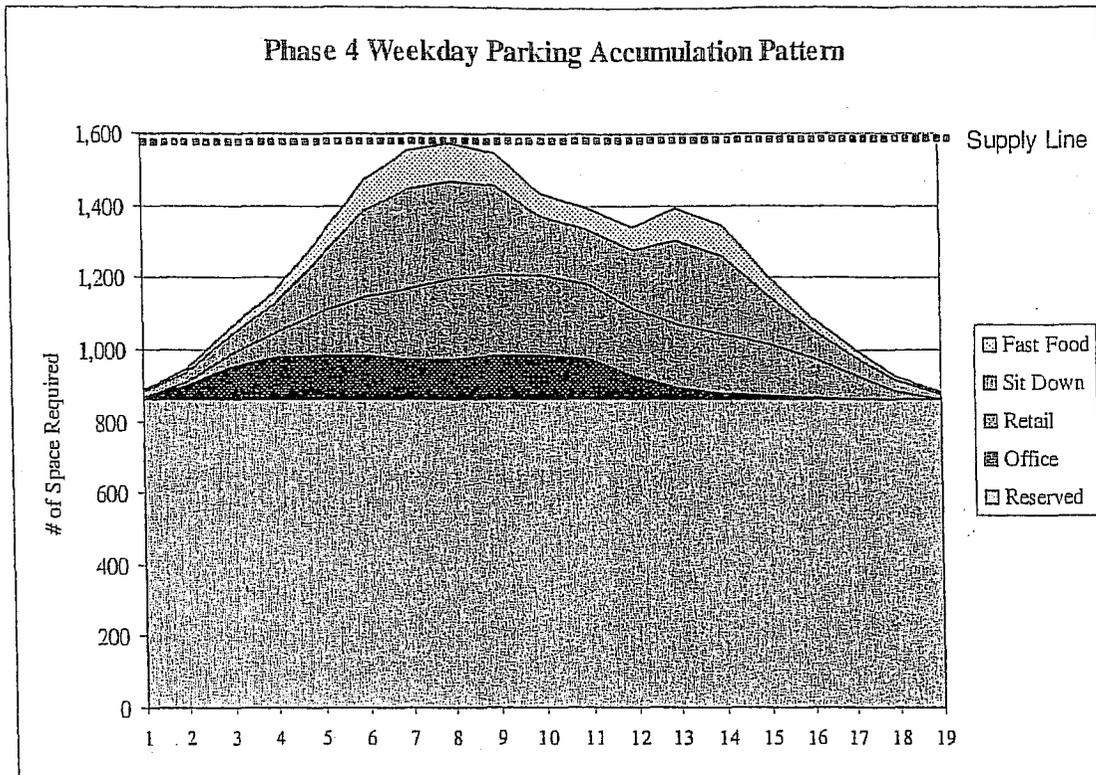


Figure 5



Parking Stall Size Dimensions

In this application the proposed size for structured parking space is 8'-6" x 18' with 24' drive aisles and 26' end aisles as contained in the "Guidelines for Parking Geometrics" published by the Parking Consultant Council (PCC) of the National Parking Association.

Desman's experience supports the PCC recommendation as being sufficient for employee, residential and visitor parking for all but high turnover spaces. High turnover spaces are curbside parallel or those in front of certain retail establishments. Parking structures and surface lots in urban areas, both in Connecticut and around the country are typically striped at 8'-6" x 18". For example, the spaces in the Blueback Square Garage projects are striped at 8'-6" as are the spaces in the University of Connecticut garages and most all of the downtown Hartford parking facilities. These parking facilities function at a high level of service and customer comfort. Following is a summary of the proposed dimensions of parking spaces within the project:

Summary of Proposed Dimensions

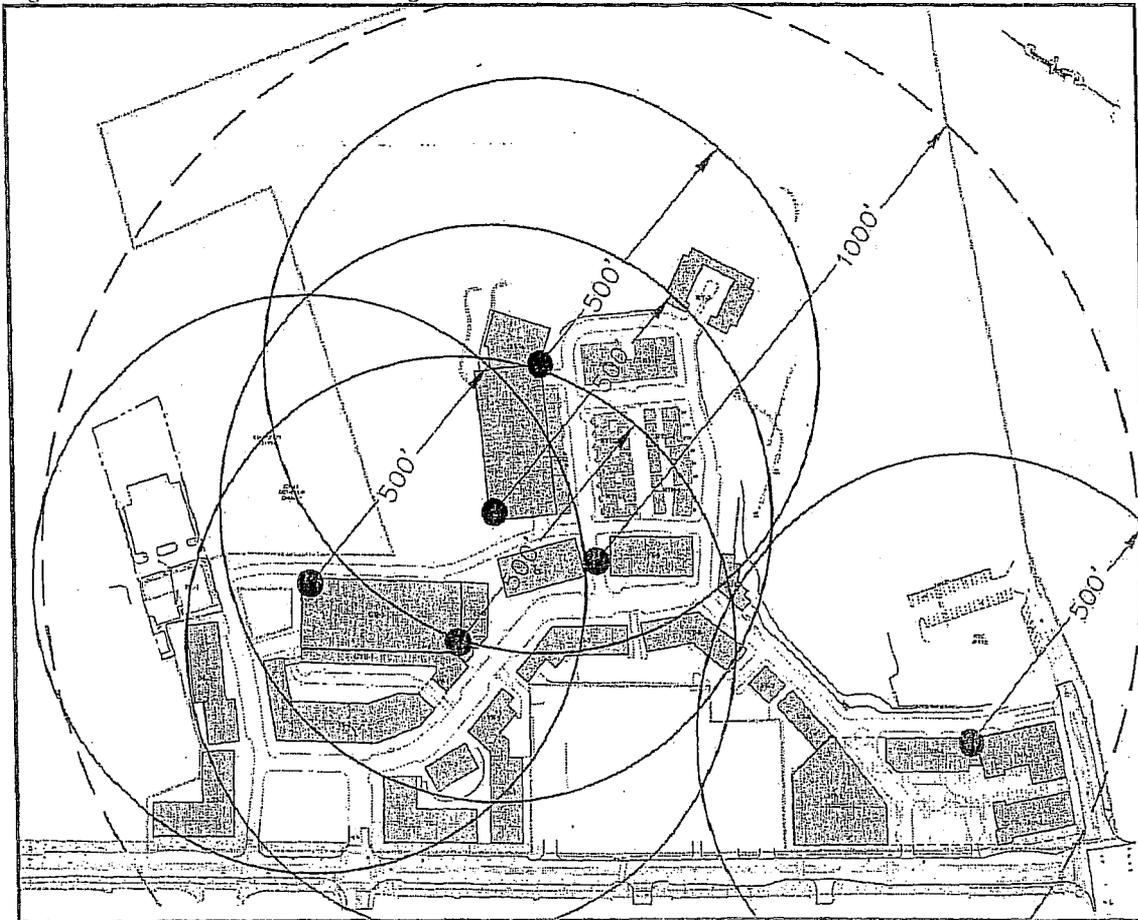
- Structural parking decks supporting mixed uses: 8'-6" x 18'.
- Small surface lots for mixed residential uses: 8'-6" x 18'.
- Higher turnover surface lots serving mixed uses: 9'-0" x 18'.
- Curbside On-street parallel parking spaces within the town environment 8' x 22'.

Acceptable Walking Distance

The analysis of parking supply and demand indicates that the project will meet its parking demand during each phase. Next, the report analyzes the relative proximity of parking to demand. Acceptable walking distance relates to an individual's perceived level of convenience from their parked location to the primary destination. The ULI suggests that acceptable walking distances can vary from 300 feet to 1,500 feet, depending on land use type and the user's trip purpose. For simplicity of illustration, Figure 5 illustrates walking distance radii of 500 feet and 1000 feet from the pedestrian entrances to each parking structure (and the project core). This illustration demonstrates that all land use activities would be within an acceptable walking distance of the proposed parking facilities.

Actual parking usage for any land use type may draw upon a supply area that is located within a wide radius of the nearest garage entry area. Consequently, demand for uses in Phase 1 may have parking supply located within Garage 2 and vice versa as long as the demand area and the supply area are within an acceptable walking distance. Though the phasing does reflect a general correspondence between constructions and parking supply, actual supply need not be provided within the limits of individual construction phases.

Figure 5 – 500' and 1,000' Walking Distance Radii



Interim Parking Facilities

During construction of the project, it may become necessary or desirable to develop temporary parking facilities on the undeveloped portions of the site. Interim facilities may be used to accommodate parking for project patrons as long as they meet necessary safety and distance requirements. Interim facilities may also be used to accommodate construction operations and such facilities should be identified in the pertinent zoning permit applications.

Periodic Recalibration of Base Factors and Adjustments

The base factors for shared use analysis for Storrs Center are based on assumptions about transportation dynamics at work in the specific context of Mansfield and very specifically with respect to the location of Storrs Center next to the main campus of the University of Connecticut. Determinations of actual parking needs over time may reflect lesser or greater requirements with respect to the base factor for any specific land use. For example, a greater or lesser number of visitations to Storrs Center could come from pedestrian and University shuttle activity than currently anticipated or the project may attract users with higher or lower car ownership characteristics. A better method for illustrating such variations from anticipated usage is the use of a survey to determine how many of the parking spaces are actually being employed for the specific designated uses. Such information can be used for a periodic recalibration of the base factors and to determine if changes to garage operational procedures are warranted. At the request of the Director of Planning, Storrs Center could perform a survey and recalibration upon completion of that portion of the project intended to be accommodated in the structured parking facilities (Phases 1 and 2). At the request of the Director of Planning, the survey would be performed to identify the 85th percentile of peak daily usage associated with the designated land use categories. Base parking demand factors could then be adjusted up or down accordingly for the remaining phases of the project.

Conclusion

The base factors for shared use analysis for Storrs Center are based on assumptions about transportation dynamics at work in the specific context of Mansfield and very specifically with respect to the location of Storrs Center, the adjacent main campus of the University of Connecticut, the E.O. Smith High School, the Mansfield Town Hall, and the Mansfield Community Center. Determination of actual parking needs over time may reflect lesser or greater requirements with respect to the base factor for any specific land use. For example, a greater or lesser number of visitations to Storrs Center could come from pedestrian and University shuttle activity than currently anticipated. Or the project may also attract users with higher or lower car ownership characteristics.

This report demonstrates how parking demand and supply requirements for Storrs Center will be determined and how the proposed parking supply will be used to satisfy the peak parking demand generated by the proposed land use program for Storrs Center.

**STORRS CENTER
SPECIAL DESIGN DISTRICT
DESIGN GUIDELINES PURSUANT TO
MANSFIELD ZONING REGULATIONS
ARTICLE X, SECTION T.3.c (vi)**

Prepared by LeylandAlliance LLC
With the Participation of:

The Mansfield Downtown Partnership
Robinson & Cole LLP
Looney Ricks Kiss
Herbert S. Newman and Partners
Urban Design Associates
Patrick L. Pinnell AIA
BL Companies
LiveWorkLearnPlay

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1.2 PROJECT VISION

Storrs Center is envisioned as a vibrant, mixed-use town center at the crossroads of the Town of Mansfield and the University of Connecticut. The town center will be a focal point of local and regional activity that will bring together Mansfield residents, University staff and students, and regional visitors in a lively, pedestrian-oriented environment of inviting public spaces, walkable streets, and meaningful architecture. Residential, retail, and commercial uses will be combined to provide a critical mass of activity to bring year round life to Storrs Center. The town center will reach out to the surrounding civic, cultural, and educational facilities – Town Hall, E.O. Smith High School, the Community Center, and the University of Connecticut Fine Arts Complex – to create a true mixed-use main street environment that can be shared and enjoyed by everyone.

Neighborhoods are the traditional building blocks of villages, towns and cities. They provide an organic, localized sense of identity and community within the larger fabric of a town. Storrs Center is conceived as a series of small, local neighborhoods organized in a framework of larger neighborhood types or areas. The primary neighborhoods that make up Storrs Center will include a town square, a market square, a village street, and a residential area, accompanied by an undeveloped conservation area. Within the larger, primary areas will be the smaller commercial and residential neighborhoods that create variety, scale, local identity, and texture. The concentration of this series of neighborhoods in a tightly knit area near the main town and University functions will facilitate shared pedestrian accessibility to the many activities and residences, the creation of a vibrant, downtown commercial area, and the simultaneous introduction of a natural, conservation area in the heart of town.

The street system proposed in this plan emphasizes connectivity and the importance of the streetscape as a place of value to the community. The various forms and spaces in the street system become special places for people – the centers of neighborhoods or the entrances to neighborhoods within the town fabric. Where vehicle traffic is envisioned, parking is planned as an essential part of the project and will be encouraged on the streets, contributing to the availability of convenient parking spaces and to a sense of traffic-calming in pedestrian-oriented areas that have concentrated street-front commercial activity. Streets and parking facilities will be designed to support single trip visits to Storrs Center for multiple activities. While the basic accommodation of cars is essential to the life of the project, the town center is fundamentally a place for people. The design of all streets and public spaces should reflect a focus on pedestrians and the enduring qualities of livable, active public spaces for human interaction.

The concept of a main street environment is central to the community functions of a town center. Adapting Storrs Road to its fully developed role as a main street will situate civic, educational, commercial, and cultural activities in a coherent, accessible precinct connecting all of the neighborhoods of Storrs Center with the Town and the University. As the most public street of Storrs Center, Storrs Road will be the common thread that binds the civic and commercial life of the town into one place. Lined with buildings and

reconfigured to improve traffic management, Storrs Road will be designed with parallel parking on both sides of the road, transit stops and clearly defined pedestrian zones that will help calm traffic and improve safety. Broad sidewalks and ample landscaping along the main street corridor will further encourage the use of Storrs Road as a place of human exchange.

At the heart of Storrs Center will be the town square. This square, a translation of the traditional New England green, will be the place where the Mansfield community, the University, and the larger regional community find common ground. Around the square will be stores, offices, housing and cultural resources that will ensure that the square becomes a primary destination in the region and an emblem of the collective, civic life of the Town. The intent is to ring the square with year-round activity, supported by broad sidewalks, wonderful streets, on-street parking, and a rich variety of commercial and residential life. Defined clearly by the surrounding architecture, the square will be designed to encourage the full activation of the space by the community whether informally, for shopping, working, or eating, or for cultural events. The town square will be opposite the university's new School of Fine Arts and will help to create a dialogue across Storrs Road between the town center and this important point of connection to the University. The plan proposes that the architecture of the buildings facing the town square have urban consistency, defined by related heights, cornices, building materials and architectural elements.

A smaller square, referred to as the market square, will be located along Storrs Road at the southerly end of Storrs Center. The market square will be located opposite the town hall and community center. Like the visual dialogue created between the town square and the university, the market square will help to create a dialogue with important municipal and civic functions. The market square will be designed principally for commercial uses and will also make an ideal place for markets, festivals and fairs. The market square will open up vistas down the village street and into the heart of Storrs Center. It should become an important anchor for Storrs Center and will serve as an identifying gateway from the south.

Connecting the town square and market square will be a new village street, which will be a precinct for retail and commercial activity of a more specialized character and intimate scale than is found within the town or market squares. The village street will extend in an arc from the town square to the market square, and it will be linked to Storrs Road by a grid of secondary streets, lanes, and courtyards – narrow vehicular connectors and pedestrian paths, each with its own particular character. These will also provide opportunities for alternative retail stores and the opportunity to open the rear of properties along Storrs Road to the project area. The village street neighborhood will be lower and more intimate in scale than the town square. Though of similar materials to the buildings surrounding the square, there will be greater opportunity for variety in the detail of the architectural elements. Buildings will be mixed in use, with stores and mixed commercial space at the street level, and housing or offices above. Unifying the village street will be the continuity of activity along the sidewalks on both sides – stores, restaurants, galleries, and the housing above. The village street forms a common connector linking all the new

neighborhoods of the downtown. The village street will also provide another point of connection between the street system of the town center and the existing Mansfield street network, improving circulation in the town as a whole.

To the east of the mixed-use areas of the town square, market square and village street areas will be a residential area bordered on three sides by the conservation area. The residential area will be a collection of streetscapes and enclaves of housing that define smaller neighborhoods within the whole. Extending the concept of a pedestrian scaled, public realm into the residential area entails maintaining a focus on the street level, on sidewalks, on landscaping, and on building entrances amidst a variety of different building and residence types. Orientation of the buildings to the street and to the streetscape is essential, as is the integration of necessary parking both along the streets and in areas that will afford easy access to the buildings and the neighborhood. A quieter, lower activity zone, this residential neighborhood will form a buffer between the active, mixed-use neighborhoods along Storrs Road and the conservation area to the east as well as the protected woodlands beyond the project area.

The various neighborhoods and local spaces will be defined through the combination of town planning, architecture, and programming of uses. The master plan provides the underlying structure of the town center even though the plan itself is ultimately not as self-evident as the buildings by which it is defined. The plan and the guidelines delineate the locations and orientation of the buildings as well as the location and types of public spaces, the sizes and configurations of the streets and sidewalks, and the location of the various neighborhoods and areas. Together, the town plan and the guidelines provide a framework for the design and programming of buildings that will reinforce the intent of the plan.

The architecture that will define the town center must enhance, enliven, and support the focus upon the public spaces and the life of the street. It must provide streetscapes and defined street walls that support and enhance the experiences of daily life, with particular emphasis on the ground plane and lower level, where the perception of the project by pedestrians, patrons, and passers-by is the strongest. Buildings must work together as an extension of the urban plan to reinforce the focus on the public realm as the shared setting of public and commercial activity. Successful street walls will hold together as a background to the places that they define, while allowing for variety and an organic quality. The occasional individual building may become a focus in the streetscape – but only as a foil to the collective of buildings that work together to define public spaces and streetscapes.

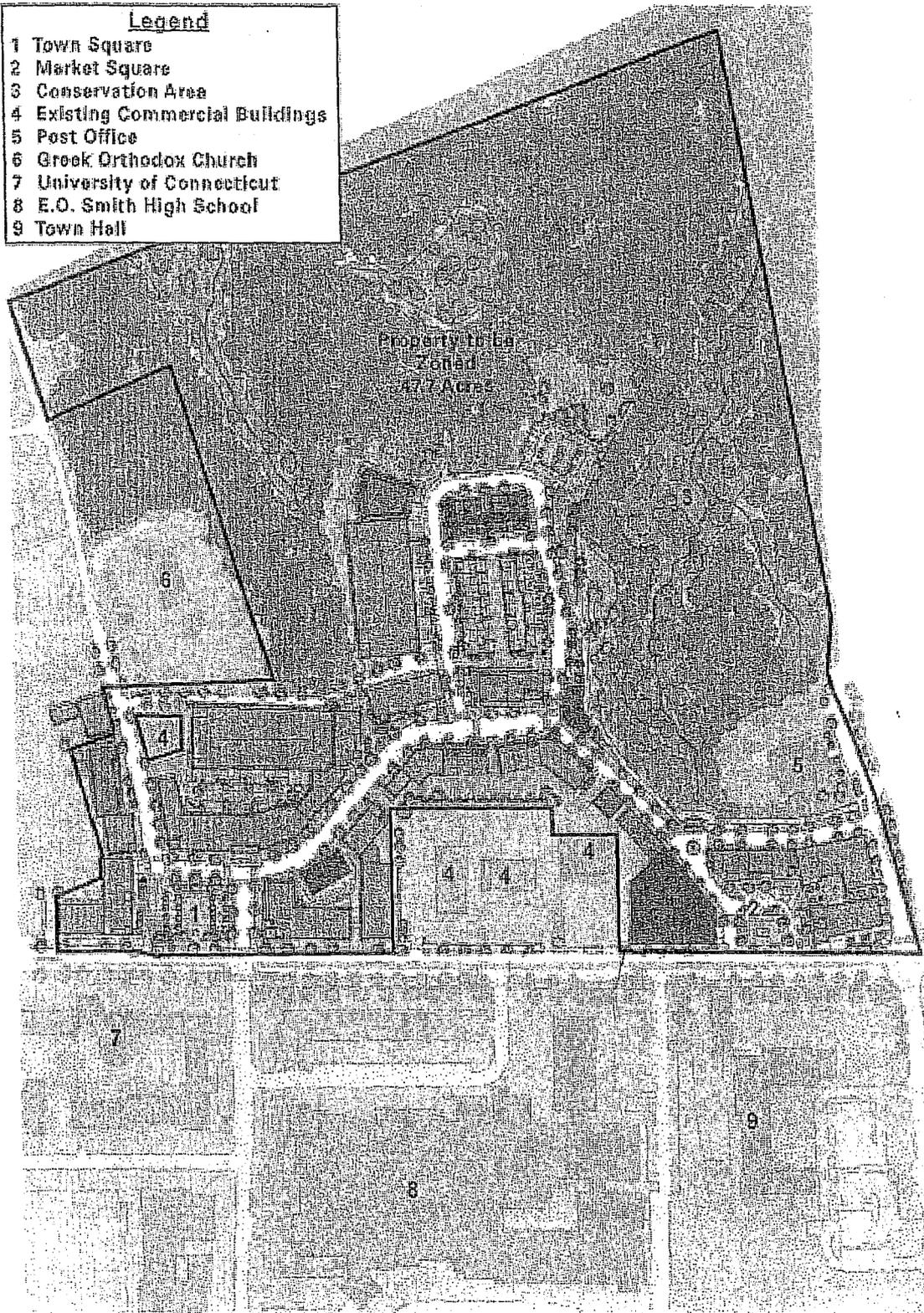
In the tradition of vernacular architecture, the architecture of Storrs Center must look to the climate, land conditions, and the culture of the region. The architecture should seek inspiration in those forms that were often developed by local custom, using regional materials, techniques, and forms. Drawing upon traditional as well as modern forms, the architecture must seek to bridge the gap between the past and the future, recognizing its place in a continuum of forms and building types that serve to support the creation of wonderful places. The architecture of Storrs Center should not run the risk of being dated

by conforming to an accepted concept of style or form. Rather it should look to vernacular architecture for inspiration and a sense of authenticity that does not derive simply from the duplication of past styles but primarily from the recognition of the role that buildings play in defining the landscape of daily life and interaction. Like the vernacular, the architecture of Storrs Center should respond practically to the place and purpose for which it is built with a collective focus on the creation of a lasting and sustainable backdrop to life and culture in Mansfield.

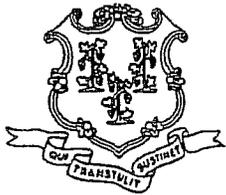
The buildings of Storrs Center should be an extension of the ideas expressed in the plan and vision of the project. Buildings should define an exciting visual and spatial landscape with their scale, texture, memory, detail and depth. Some buildings may be distinguished by their simple, repetitive quality – others by their idiosyncrasies. All buildings must work together in fulfillment of the concept of the town center and the need to create an inviting place for people. Ultimately, the goal of all the planning, design, and architecture is the creation of a place that people can share and enjoy.

1.3 PRELIMINARY MASTER PLAN

- Legend**
- 1 Town Square
 - 2 Market Square
 - 3 Conservation Area
 - 4 Existing Commercial Buildings
 - 5 Post Office
 - 6 Greek Orthodox Church
 - 7 University of Connecticut
 - 8 E.O. Smith High School
 - 9 Town Hall



NOTE: Map is illustrative. Refer to SDD Map Amendment for actual plan.



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546
Phone: (860) 594-3272

Item #18

February 8, 2007

Mr. Rudy Favretti, Chairman
Planning and Zoning Commission
Town of Mansfield
Audrey P. Beck Building
4 South Eagleville Road
Mansfield, Connecticut 06268-2599

Dear Mr. Favretti:

Subject: State Project No. 77-206
Federal-Aid Project No. STPA-1077(105)
Intersection Improvements on Route 195 at
Chaffeeville Road and Clover Mill Road #1
Town of Mansfield

This is in response to your letter dated December 6, 2006, concerning the above-noted project.

The Department is considering your request for wider shoulders on Route 195 to provide bicycle access between the southern junction of Clover Mill Road and Chaffeeville Road. This issue has been coordinated between the Department and the Town's Director of Public Works, and it was agreed that the Department will investigate the impacts of providing 6' wide shoulders on both sides of Route 195 between the southern junction of Clover Mill Road and Chaffeeville Road. Once these impacts are determined, the Department will discuss its findings with the Town's Director of Public Works and a determination on whether to include the wider shoulders for bicycle access will be made.

If you have any questions or require additional information, please feel free to contact the project manager, Mr. Timothy J. Gaffey, at (860) 594-3287.

Very truly yours,

James H. Norman, P.E.
Manager of State Design
Bureau of Engineering and
Highway Operations

cc: Mr. Matthew W. Hart, Town Manager
Mr. Lon Hultgren, Director of Public Works



**TOWN OF MANSFIELD
PLANNING & ZONING COMMISSION**

AUDREY P. BECK BUILDING
4 SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3330

Wednesday, December 06, 2006

Mr. James H. Norman
Manager of State Design
P.O. Box 317546
Newington, CT. 06131-7546

Re: Proposed intersection improvements Route 195/Chaffeeville Rd/Clovermill Rd.
Project No. 77-206

Dear Mr. Norman:

At its December 04, 2006 meeting Mansfield's Planning and Zoning Commission discussed the proposed roadway improvements along Route 195 at and near the Chaffeeville Road intersection. The Commission continues to be very supportive of the planned project and it is gratifying that final design will soon be underway.

In conjunction with the final design, the Commission strongly recommends that further consideration be given to bicycle and pedestrian use on Route 195. The subject location is near the Mansfield Center village area where a walkway was recently constructed and a new walkway extension is planned along Warrenville Rd (Route 89). Furthermore, the site is proximate to Mansfield's Schoolhouse Brook Park, which has an existing trailhead at the Clovermill Road Route 195 intersection. It also is emphasized that many cyclists use Route 195, particularly between Chaffeeville Road and Clovermill Road. Chaffeeville Road is a Town designated bicycle route and Clovermill Road provides a linkage to other Town designated bicycle routes located west of Route 195 (see attached portion of Map # 18 from Mansfield's 2006 Plan of Conservation and Development).

To enhance pedestrian and bicycle safety, Mansfield's Planning and Zoning Commission respectfully requests that the final design for this project consider wider lane and/or shoulder widths, signage, speed limits and possibly pedestrian/bicycle crossings that will enhance safety for all users of this roadway.

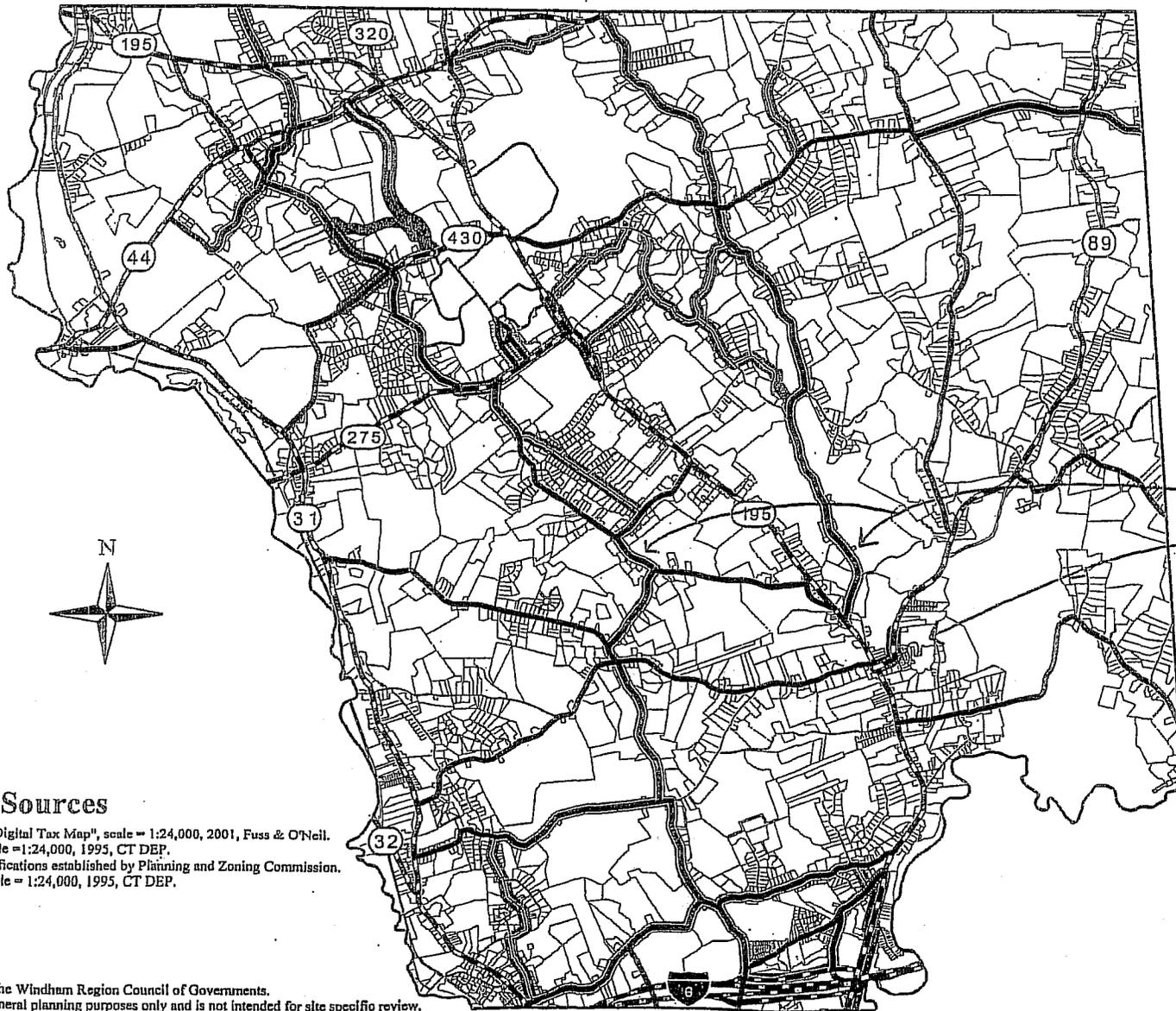
Sincerely,

Rudy Favretti, Chairman

Street Classifications/ Bicycle Routes

Legend

-  Arterial Streets (State Highways)
-  Collector Streets
-  Local Streets
-  Existing Major UConn Campus Streets
-  Proposed Major UConn Campus Streets
-  Scenic Roads (Officially Designated by Mansfield)
-  Mansfield Designated Bicycle Routes
-  Mansfield Bicycle and/or Pedestrian Improvement Area



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Map Sources

Windham Region Council of Governments
 "Digital Tax Map", scale = 1:24,000, 2001, Fuss & O'Neil.
 scale = 1:24,000, 1995, CT DEP.
 Street Classifications established by Planning and Zoning Commission.
 scale = 1:24,000, 1995, CT DEP.

Map prepared by the Windham Region Council of Governments.
 For general planning purposes only and is not intended for site specific review.



Plan of Conservation and Development
 April 2006

4000 0 4000 Feet

Map 18

**PAGE
BREAK**

UConn scientists work to develop environmentally friendly materials

By Scott Brinckerhoff - February 19, 2007

With more than \$500,000 in grant funding, UConn is one of six public universities in New England that is benefiting from a national focus on "green chemistry" as a way of preserving resources while reducing waste and the generation of hazardous materials.

Green chemistry's focal point is to use renewable resources, such as agricultural products, rather than petrochemicals to fill many of mankind's needs.



Robert Weiss, Board of Trustees Distinguished Professor of Chemical, Materials, and Biomolecular Engineering, is one of UConn's researchers working in the area of 'green chemistry.'

Photo by Peter Morenus

Or answering the question, "Can I make a plastic using something I can grow?" as Professor Bob Weiss puts it.

Weiss, Board of Trustees Distinguished Professor of Chemical, Materials, and Biomolecular Engineering, and his colleagues, are working at the molecular level to try to answer that question.

Their approach is to synthesize new "polylactic" polymers based on lactic acid, a natural substance found in corn and dairy products.

The UConn team is building on the success of companies like Cargill, whose Natureworks business is marketing new products ranging from plastic tableware and fabrics to "feathers" in pillows, all made with a process that starts with corn instead of petroleum.

Green chemistry is well beyond the research stage, Weiss says.

He notes that at next year's Olympic Games in Beijing, people will use throwaway eating utensils able to be composted without harming the environment, even though they may not be

biodegradable.

UConn and the other New England universities are advancing the science of green chemistry by making new, useful, and environmentally friendly polymers.

Polymers are long chain molecules that occur both naturally and synthetically. Examples of polymers are legion.

They include biological molecules, such as human DNA or the materials that compose a turtle's shell, and synthetic materials with applications as diverse as a skateboard's wheels and acrylic paint, to high-performance composites for aerospace, or conducting membranes for energy applications.

Weiss's funding comes from the Environmental Protection Agency, the National Science Foundation, and the New England Green Chemistry Consortium, a collaboration of the six land-grant New England universities.

He is working with Tom Seery, associate professor of chemistry, and Sam Huang, professor emeritus.

UConn chemists first became involved with green chemistry through Professor Steve Suib, the department head, a decade or so ago.

At that time, much of the focus was on how to recycle polymers such as milk and soda containers that last essentially forever if tossed into a landfill.

Today, the UConn researchers are trying to develop materials called ionomers that will allow different polymers to blend or bind with each other, creating a new material.

The ionomers have applications as gels, coatings, adhesives, and membranes and, in some instances, as commodity plastics, Weiss says.

"If I tried to mix nylon into polylactic acid, it's not going to work," he said. "But if I add a specific mixing agent, then it will work. That is what the ionic groups of an ionomer do – by adding an elastomeric ionomer to nylon, we can create a super tough nylon."

The ultimate goal is to develop new materials that respect the earth's environment in any of several ways.

For example, if the materials don't require petroleum, that is obviously good from conservation, economic, and perhaps political points of view.

If they can be cleanly incinerated to produce power, that's a plus. If they can be recycled, composted, or reduced to something benign via biodegradation, so much the better.

Weiss says new "green" materials have to function at least as well as existing, less environmentally friendly materials.

"A product that's brittle or begins to biodegrade before we can use it won't do anybody much good," he says.

Any "green" products have to appeal to consumers' pocketbooks too, he says. Weiss notes that products like recycled paper often cost more than the higher quality non-recycled variety.

He sees this changing, as manufacturers compete to supply "green" products and consumers gravitate toward them.

Meanwhile, one "green" Connecticut product line is taking off in the marketplace, thanks in part to some technical assistance from UConn. Advanced Power Systems International (APSI) of Lakeville is marketing a technology that reduces fuel consumption, maintenance, and emissions in boilers and other power plants, including automotive engines and even lawnmowers.

"We knew our Fitch Fuel Catalyst did what we say it does, but explaining exactly how it works was a challenge," says Al Berlin, a chemist with the company.

"Professor Suib's group was a delight to work with. They, including students, were wonderful in helping us analyze and understand all the science behind the product and conveying that to potential customers."

APSI President Mike Best adds, "Our relationship with UConn is by far as good as any company could hope for. When we go out to customers such as housing authorities and are able to show analysis from an institution with UConn's credentials, it's very helpful."

Indeed, an independent study recently showed that Fitch Fuel Catalysts, set to be installed in New York City public housing boilers, will reduce harmful air emissions and carbon buildup in the boilers, while also increasing the heat energy from each gallon of fuel.