

MEETING NOTICE AND AGENDA
MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting

Monday, June 17, 2013 ■ 7:00 PM

Audrey P. Beck Municipal Building ■ 4 South Eagleville Road ■ Council Chambers

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes**
 - a. June 3, 2013 Regular Meeting
4. **Zoning Agent's Report**
 - Monthly Activity Update
 - Enforcement Update
 - Other
5. **Public Hearings**
 - a. 7:00 p.m.
Application to Amend the Zoning Regulations; Storrs Center Alliance, LLC, applicant, (File #1246-13)
Memo from Director of Planning and Development
6. **Old Business**
 - a. **Special Permit Application, Efficiency Unit, 92 Cedar Swamp Road; T. & C. Jeffers, Owner & Applicant (File # 1318)**
 - b. **Gravel Permit Renewals**
 - Banis property on Pleasant Valley Road (File #1164)
 - Hall property on Old Mansfield Hollow Road (File #910-2)
 - Green Property, 1090 Stafford Road (File #1258)
 - Mason Brook LLC/Kueffner Property, 3 Merrow Road (File #1309)
 - c. **Application to Amend the Zoning Regulations; Storrs Center Alliance, LLC, applicant, (File #1246-13)**
 - d. **Approval Request: Revised Plans for Paideia Greek Theater Project Exhibit Building, 28 Dog Lane (File #1049-7)**
(Tabled-pending revised plans)
 - e. **Special Permit Application, Retail and Retail Sale of Automotive Fuels, 1659 Storrs Road/625 Middle Turnpike; OMS Development LLC, Owner and Applicant (File #1319)**
(Tabled pending July 1, 2013 Public Hearing)
 - f. **Other**

7. New Business

- a. **Special Permit Application, Building Addition, Charles River Laboratories, Inc, 65-67 Baxter Road (File #1320)**
- b. **Application to Amend the Zoning Regulations; Joshua's Tract Conservation and Historic Trust, owner/applicant (File #1321)**
- c. **Request for Filing Extension, Beacon Hill Estates II, PZC File #1214-3**
Memo from Director of Planning and Development
- d. **Interstate Reliability Project Development & Management Plan**
Memo from Director of Planning and Development
- e. **Other**

8. Mansfield Tomorrow | Our Plan ▶ Our Future

Update memo from Director of Planning and Development

9. Reports from Officers and Committees

- a. **Chairman's Report**
- b. **Regional Planning Commission**
- c. **Regulatory Review Committee**
- d. **Subcommittee on Infrastructure**
- e. **Planning and Development Director's Report**
- f. **Other**

10. Communications and Bills

- a. **Other**

11. Executive Session

Strategy and negotiations with respect to pending claims or litigation State Statute 1-200(6)(b)

12. Adjournment

DRAFT MINUTES
MANSFIELD PLANNING AND ZONING COMMISSION
Regular Meeting
Monday, June 3, 2013
Council Chamber, Audrey P. Beck Municipal Building

Members present: J. Goodwin (Chairman), B. Chandy, R. Hall, K. Holt, G. Lewis, B. Pociask, K. Rawn, B. Ryan
Members absent: P. Plante
Alternates present: A. Marcellino, V. Ward, S. Westa
Staff Present: Linda Painter, Director of Planning and Development

Chairman Goodwin called the meeting to order at 7:24 p.m. and appointed Ward to act in Plante's absence.

Holt MOVED, Rawn seconded, to add to the agenda the Hussey Appeal after communications and bills.
MOTION PASSED UNANIMOUSLY.

Minutes:

5-20-13 Meeting Minutes- Chandy MOVED, Ward seconded, to approve the 5/20/13 Meeting Minutes as presented. MOTION PASSED UNANIMOUSLY.

Zoning Agent's Report: Noted.

Public Hearings:

a. Special Permit Application, Efficiency Unit, 92 Cedar Swamp Road, T. & C. Jeffers, Owner & Applicant (File # 1318)

Chairman Goodwin opened the Public Hearing at 7:26 p.m. Members present were Goodwin, Chandy, Hall, Holt, Lewis, Pociask, Rawn, Ryan and alternates Marcellino, Ward, and Westa. Ward was seated. Linda Painter, Director of Planning and Development read the Legal Notice as it appeared in The Chronicle on 5/21/13 and 5/29/13 and noted the following communications received and distributed to the Commission: a 5/15/13 memo from G. Havens, EHHD; and a 5/30/13 memo from L. Painter, Director of Planning and Development.

Gordon Hyde, Architect, and Christine Jeffers, the applicant and property owner, were present. Hyde reviewed the proposed layout of the efficiency unit.

Erika Kares, 1820 Storrs Road, questioned the layout of the efficiency unit and the permitting requirements.

Rita Carter, mother of the applicant and proposed occupant of the efficiency unit, thanked the Commission for allowing efficiency units in Mansfield and for considering their application.

Chairman Goodwin noted there were no further comments from the Commission or the public. Rawn MOVED, Pociask seconded, to close the Public Hearing at 7:35 p.m. MOTION PASSED UNANIMOUSLY.

b. Gravel Permit Renewals

- Banis property on Pleasant Valley Road (File #1164)
- Hall property on Old Mansfield Hollow Road (File #910-2)
- Green Property, 1090 Stafford Road (File #1258)
- Mason Brook LLC/Kueffner Property, 3 Merrow Road (File #1309)

Chairman Goodwin opened the Public Hearing at 7:36 p.m. Members present were Goodwin, Chandy, Hall, Holt, Lewis, Pociask, Rawn, Ryan and alternates Marcellino, Ward, and Westa. Ward was seated.

Linda Painter, Director of Planning and Development, read the Legal Notice as it appeared in The Chronicle on 5/21/13 and 5/29/13 and noted the following communications received and distributed to the Commission: a 5/20/13 memo from Curt Hirsch, Zoning Agent; and a 5/30/13 memo from Grant Meitzler, Assistant Town Engineer.

Banis property on Pleasant Valley Road (File #1164)

Steven Banis was present. He stated he had no new information to present as the project remains the same.

Pamela Friedman, 20 Woods Road, expressed her concern that the gravel operation and blasting has caused silt and sediment in her well water. This began in 2008, some twelve years after she purchased the house in 1995. She asked that the Commission deny the request to renew this permit.

Curt Hirsch, Zoning Agent stated that blasting at the site has occurred twice each year since the permit was issued thirteen years ago and during this time he has received only three complaints.

Hall property on Old Mansfield Hollow Road (File #910-2)

Edward Hall was present and stated that the only change in his permit he is requesting is the deletion of the buffer requirement along the property line of the Julia Hall trust property and that he be allowed to cut brush in the buffer along his property line. He reviewed in detail the current status of his project and the reasons for his request that the buffer requirements on both properties be deleted.

Robert McCarthy, submitted a letter and map dated 6/1/13 expressing the reasons he is opposed to the granting of this renewal and particularly the deletion of the buffer requirements. He asserted that the 50-foot buffer along his property line that abuts the Julia Hall Trust property has been eroded to 37 feet.

Edward Hall stated that the grading was done in compliance with the engineered plans, and the elevations are within 6" of what was shown on the plans. He would ask the engineer to certify as such if requested.

Hirsch confirmed that the buffer is less than 50 feet, but stated that no requests for the release of the two bonds held by the Town as security for this site has been made.

Eric Hall, requests that the buffer on the Julia Hall Trust be released because this property has nothing to do with the Ed Hall Gravel Permit.

Green Property, 1090 Stafford Road (File #1258)

Philip Desiato, Desiato Sand and Gravel, was present to represent the Green Property. He noted no changes, as very little work has been done there. There were no comments or questions from the public or Commission.

Mason Brook LLC/Kueffner Property, 3 Merrow Road (File #1309)

Philip Desiato, Desiato Sand and Gravel, was present to represent the Mason Brook LLC Property. He stated that recently very little work has been done at this site, he but anticipates starting in the next few weeks. There were no comments or questions from the public or Commission.

Hall MOVED, Ward seconded, to close the Public Hearing at 8:31 p.m. MOTION PASSED UNANIMOUSLY.

Old Business:

- a. **Special Permit Application, Efficiency Unit, 92 Cedar Swamp Road, T. & C. Jeffers, Owner & Applicant (File # 1318)**

Hall volunteered to work with staff on a draft motion for the next meeting.

- b. **Gravel Permit Renewals**

- Banis property on Pleasant Valley Road (File #1164)
- Hall property on Old Mansfield Hollow Road (File #910-2)
- Green Property, 1090 Stafford Road (File #1258)
- Mason Brook LLC/Kueffner Property, 3 Merrow Road (File #1309)

Banis: The general consensus of the Commission after discussion was there was no proof of a nexus or connection between the problems with sediment on the Friedman property and the gravel removal work at the Banis property.

Hall: After extensive discussion it was the consensus of the Commission that the condition requiring a buffer along the Julia Hall Trust property be deleted as this property is not subject to the gravel permit, but that the restrictions (no tree or brush cutting, no disturbance) in the buffer along the Ed Hall property should be maintained.

Green and Mason Brook: Consensus of the Commission is that no revisions were necessary for these permits.

Holt volunteered to work with staff on draft motions for the next meeting.

- c. **Approval Request: Revised Plans for Paideia Greek Theater Project Exhibit Building, 28 Dog Lane (File #1049-7)**

Tabled until June 17th meeting.

- d. **Application to Amend the Zoning Regulations, Storrs Center Alliance, LLC, applicant, (File #1246-13)**

Tabled pending June 17, 2013, Public Hearing.

New Business:

- a. **Special Permit Application, Retail and Retail Sale of Automotive Fuels, 1659 Storrs Road/625 Middle Turnpike; OMS Development LLC, Owner and Applicant (File #1319)**

Ryan MOVED, Holt seconded, to receive the Special Permit application (Field #1319) submitted by OMS Development, LLC, for retail use and retail sale of automotive fuels, on property located at 1659 Storrs Road, owned by the applicant, as shown on plans dated 5/28/13 & 5/29/13, and as described in other application submissions, and to refer said application to the staff, Design Review Panel, Committee on the Needs of Persons with Disabilities, for review and comments, and to set a Public Hearing for July 1, 2013. MOTION PASSED UNANIMOUSLY.

- b. **Discussion of Zoning Regulations**

Goodwin and Painter discussed the need to compile a list of items that members feel should be addressed during the process of updating the Regulations and the Plan of Conservation and Development (P.O.C.D.). They suggested dividing the Commission into two groups, one to work on issues for the P.O.C.D. and the other to work on the Zoning Regulations. At this time, any issues that members think worthy of concern should be emailed to the Planning Office so a master list can be compiled.

Mansfield Tomorrow | Our Plan ▶ Our Future:

Linda noted an Open House on 6/18/13 at the Buchanan Center.

Reports from Officers and Committees:

Linda noted a 6/12/13 Open House at the Mansfield Community Center regarding the Interstate Reliability Development Management Plan. Copies are available at the Town Hall for review and comment.

Rawm requested that a new alternate to the WINCOG Board be appointed to represent the PZC.

Communications and Bills: None noted.

****Item was added to the Agenda****

Hussey vs. Town of Mansfield PZC: Pleasant Valley Regulation Appeal Discussion:

Holt MOVED, Ryan seconded, to enter into Executive Session at 9:17 p.m. MOTION PASSED UNANIMOUSLY. Members present were Goodwin, Chandy, Hall, Holt, Lewis, Pociask, Rawm, Ryan and alternates Marcellino, Ward, and Westa, and staff Linda Painter, Director of Planning and Development.

Lewis MOVED, Ryan seconded, to exit Executive Session at 9:50 p.m. MOTION PASSED UNANIMOUSLY.

Adjournment: The Chairman declared the meeting adjourned at 9:51 p.m.

Respectfully submitted,

Katherine Holt, Secretary

To: Town Council/Planning & Zoning Commission
 From: Curt Hirsch, Zoning Agent
 Date: June 10, 2013



Re: *Monthly Report of Zoning Enforcement Activity*
For the month of May, 2013

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	16	22	11	115	95
Certificates of Compliance issued	11	5	4	82	80
Site inspections	23	21	35	297	277
Complaints received from the Public	6	11	8	55	45
Complaints requiring inspection	4	10	5	44	33
Potential/Actual violations found	2	5	2	31	21
Enforcement letters	3	10	7	86	66
Notices to issue ZBA forms	0	0	0	7	8
Notices of Zoning Violations issued	3	1	0	28	11
Zoning Citations issued	0	0	2	9	10

Zoning permits issued this month for single family homes = 1, 2-fm = 0, multi-fm = 0
 2012/2013 fiscal year total: s-fm = 6, 2-fm = 0, multi-fm = 0

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TOWN OF MANSFIELD
DEPARTMENT OF PLANNING AND DEVELOPMENT

LINDA M. PAINTER, AICP, DIRECTOR

Memo to: Planning and Zoning Commission
From: Linda M. Painter, AICP, Director of Planning and Development *gmp*
Date: June 13, 2013
Subject: Proposed Revisions to Zoning Regulations
 Article X, Section S.4.a, Uses Permitting in the Storrs Center Special Design District
 (Addition of Hotels as a permitted use in the SC-SDD –new item xxvii)
 PZC File #1246-13

My review comments are based on application submissions, consideration of existing Zoning Regulations, Mansfield's Plan of Conservation and Development, State and Regional land use plans and professional conclusions regarding the merits of the proposed regulation revisions. My comments must be reviewed with respect to testimony and information presented at the June 17th Public Hearing and any subsequent continuations and the Commission's collective knowledge of the Town's needs and desires. No new information should be received from the applicant or the public after the close of the Public Hearing process. It is important to note that unless extensions are authorized, the Commission must make a decision on this application within 65 days of the close of the Public Hearing. Collective reasons for the Commission's decisions should be clearly documented.

As with any proposed regulation amendment, the PZC must weigh anticipated public and private benefits versus anticipated public and private costs. All zoning regulations should be designed to serve a community need while protecting the "public's health, safety, convenience and property values". The Commission has the legislative discretion to determine what is best for the community as a whole, and the Zoning Regulations can and should be modified to meet changing circumstances, Plan of Conservation and Development goals, objectives and recommendations or to address a recognized public need. Section 8-2 of the Connecticut General Statutes and Articles I and XIII of the Zoning Regulations provide information on the legislative framework within which PZC decisions must be made. Section 8-3a of the Connecticut General Statutes requires that the Commission making a finding regarding consistency with the Plan of Conservation and Development.

Applicant's Proposal

The applicant has proposed an amendment to Article X, Section S.4.a to add hotels as a new permitted use in the Storrs Center Special Design District (SC-SDD). The SC-SDD currently permits 26 different uses, including multi-family residential and a wide range of commercial uses such as restaurants, retail, repair services, art galleries, dance halls (no alcohol), live music, recreation facilities, private clubs and sale of alcoholic liquor. The zone has both public water and sewer service.

For reference, hotels are currently allowed by special permit in the following zones:

- Planned Business 1 (Route 195/Route 6 area)
- Planned Business 2 (Route 195/Dog Lane Area)
- Planned Business 3 (Route 195/Route 44 Four Corners Area)
- Business Zone (Route 195/Flaherty Road Area)
- Research and Development/Light Industrial Zone (North Hillside Road area)

The applicant has submitted a Statement of Justification in support of the proposed revision which includes a brief analysis of how the addition of a hotel use could be expected to impact the area with regard to traffic, parking, utilities and stormwater:

- *Traffic* – A Trip Generation Report prepared by BL Companies concludes that “...no perceptible change in traffic operations would result from the development of a 100 room hotel instead of 100 residential units in Storrs Center.” The hotel would generate 23 more morning peak hour trips than 100 dwelling units; however, the report also notes that the net increase in trips is very small as compared to the overall peak hour trips (420 in the morning) and that the morning peak is not the critical time period with regard to traffic capacity and level of service. The afternoon peak is the critical time period, and there is not expected to be any change in trip generation between residential units or a hotel during that time.
- *Parking* – A parking analysis prepared by Desman Associates comparing the parking demands for 100 hotel rooms to 100 dwelling units concludes that “...this change will have no impact on parking in Storrs Center and is consistent with the conclusions reached in the original Master Parking Study.” Based on the information provided, the hotel use would use the same parking ratio (1.25 spaces per room) as the residential parking ratio for the project (1.25 spaces per dwelling unit). The report also notes that there may be more possibility for shared parking with the hotel use than residential use.
- *Utilities and Stormwater* – According to the Statement of Justification, the hotel use will not have a materially different effect on utilities or the stormwater management system as compared to residential uses.

Additional testimony is expected at the June 17th Public Hearing. As with any regulation amendment application, the burden is on the applicant to demonstrate that the proposal is acceptable and in the best interests of the Town.

Consistency with State and Regional Land Use Plans

2013-2018 Conservation and Development Policies for the State of Connecticut

The Storrs Center development is consistent with the growth management principles and policies outlined in the new state plan, including Principle 1: Redevelop and revitalize regional centers and areas with existing or currently planned physical infrastructure and Principle 3: Concentrate development around transportation nodes and along major transportation corridors to support the viability of transportation options.

2010 Windham Regional Land Use Plan

Storrs Center is located within the Storrs Regional Center identified in the 2010 Windham Region Land Use Plan. The proposed change is consistent with the policy to “Support the implementation of the plans for Storrs Center as envisioned by the Mansfield Downtown Partnership.”

Approval Criteria

Pursuant to Article XIII, Section D, the Commission must determine that the applicant’s proposal will promote the public’s health, safety, property values and general welfare. As discussed in the applicant’s Statement of Justification, the addition of hotels as a permitted use is not expected to have any significant impact on the public health, safety, property values or general welfare. Development of a hotel in the Storrs Center project would be subject to the same design requirements as all other buildings in the project, and is consistent with the mix of uses already permitted in the district.

Furthermore, the Commission is required to make the following findings:

1. *The proposal is complete and contains all required information.*

Pursuant to Article XIII, Section B, the applicant submitted a complete application form, Statement of Justification and exact wording of the proposed amendment as well as the following reports:

- Trip Generation Comparison prepared by BL Companies dated May 14, 2013
- Analysis of Potential Impacts to Master Parking Study prepared by Desman Associates dated January 29, 2013.

2. *The proposal is consistent with the goals, policies and recommendations contained within the Mansfield Plan of Conservation and Development. This finding shall be stated on the record, pursuant to Section 8-3a of the State Statutes.*

Policy Goal 1, Objective c of the Mansfield Plan of Conservation and Development (POCD) specifically encourages “. . .mixed-use developments, such as the Storrs Center “Downtown” project, in areas with existing or potential sewer and water.” The notes for this objective specifically reference the Commission’s review of the Municipal Development Plan (MDP) for Storrs Center and finding of consistency with the POCD.

The Municipal Development Plan (MDP) establishes the framework for the overall use and design of the project. As referenced in many sections of the MDP, the goal of the plan was to provide flexibility to adapt to changing conditions over the long-term. As noted in the Statement of Justification, the concept that a hotel might be located within Storrs Center was described in the MDP; however it was not specifically listed as a permitted use. The Mansfield Downtown Partnership recently approved a minor modification to the MDP to clarify that hotels would be an allowed use.

3. *The proposal is consistent with the expression of regulatory intent and purpose contained in the provisions of Article I of these regulations and Section 8-2 of the Connecticut General Statutes, as amended.*

As described in Article I of the Regulations, the zoning regulations have been designed to meet the Town’s statutory responsibilities as outlined in the Connecticut General Statutes, as well as several purpose statements, including the protecting the community’s health, safety and welfare,

providing for orderly growth, protecting character and property values, encouraging safe and efficient vehicular and pedestrian circulation, encouraging a variety of housing and economic development opportunities and encouraging appropriate and compatible use of land within the various districts and throughout the town.

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 addition of hotels to the list of permitted uses does not result in the need for other changes to the regulations. The Town Attorney has provided an opinion with regard to the legality of the proposed amendment.

Summary

The proposed Zoning Regulation amendment presents a policy issue for the Commission's legislative discretion. Subject to any Public Hearing comments, my review indicates that the proposal is acceptably worded and can be adopted without conflict with other regulatory provisions.

NOTES

- The analysis and recommendations contained in this report are based on the following information submitted by the applicants:
 - Application submitted May 15, 2013 and received by the PZC on May 20, 2013, including:
 - Statement of Justification
 - Proposed text of regulation change
 - Trip Generation Comparison prepared by BL Companies dated May 14, 2013
 - Analysis of Potential Impacts to Master Parking Study prepared by Desman Associates dated January 29, 2013
- The following correspondence regarding the proposed development has been received:
 - Letter from Dennis O'Brien, Town Attorney, dated June 11, 2013
 - Letter from the Windham Regional Planning Commission dated June 5, 2013
 - Email from Peter W. Rich, received on June 12, 2013
 - Minutes of the June 10, 2013 Town Council meeting
- While not typically required for regulation changes, the applicant did send Neighborhood Notification Forms as a courtesy to property owners within 500 feet of the subject property. The notice included a Statement of Justification, which listed the approval criteria in accordance with Article XIII, Section C. As the adoption protest provisions of Article XIII, Section E only apply to map changes, a copy of that section was not included. A copy of the notice and certified mail receipts have been provided.
- The Public Hearing on this item will be opened on June 17, 2013 and must be closed by July 22, 2013 unless a written extension is granted by the applicants.
- Before rendering a decision, the Planning and Zoning Commission must consider other referral reports and public hearing testimony. A decision must be made within 65 days of the close of the Public Hearing unless the applicants grant a written extension.

O'Brien and Johnson

Attorneys at Law

120 Bolivia Street, Willimantic, Connecticut 06226

Fax (860) 423-1533

Attorney Dennis O'Brien
dennis@OBrienJohnsonLaw.com
(860) 423-2860

June 11, 2013

Attorney Susan Johnson
susan@OBrienJohnsonLaw.com
(860) 423-2085

Planning and Zoning Commission
Town of Mansfield
Audrey P. Beck Building
Four South Eagleville Road
Mansfield, CT 06268-2599

Re: Proposed Revisions to Storrs Center Special Design District Zoning
Regulations to create a new Article Ten, Section S.4.a.(xxvii)

Ladies and Gentlemen:

As requested by Director of Planning and Development Linda M. Painter, I have completed my review of the change recently proposed by Storrs Center Alliance, LLC to add "hotels" as an allowed land use within the Storrs Center Special Design District, to be considered by the PZC at a public hearing to be held on June 17, 2013.

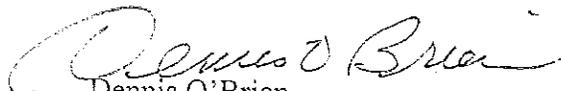
As you know, the only question for me as town counsel is whether the proposed revision is legal. For the most part, it is my responsibility to say whether the proposed revision is within the purview of the Commission's authority under our constitutions and laws, especially Connecticut General Statutes section 8-2, the statute which expressly authorizes the PZC to adopt regulations controlling the zoning of land to the extent set forth in that particular law.

My review of the zoning law of the State of Connecticut has revealed no legislative provision or case directly on point that provides or holds that any use like that proposed in this revision is beyond the scope of the legislative mandate, or unconstitutional.

My opinion is that the proposed revisions present policy issues to be determined by the PZC. The Commission does have the legal authority and discretion to enact and to implement the subject proposed revision to the Town of Mansfield's Zoning Regulations. Pursuant to Connecticut General Statutes section 8-3(a), any approved revision must include a finding regarding compatibility of the change with the Mansfield Plan of Conservation and Development.

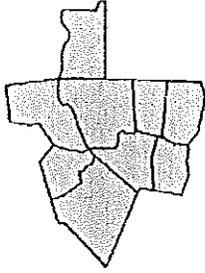
Please let me know if you need any more from me on this.

Very truly yours,


Dennis O'Brien
Town Attorney

cc: Linda M. Painter, Director of Planning and Development

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WINDHAM REGION COUNCIL OF GOVERNMENTS

Chaplin Columbia Coventry Hampton Lebanon Mansfield Scotland Willington Windham

REGIONAL PLANNING COMMISSION

Date: June 5, 2013
Referral #: 13-05-24-MD
Report on: Zoning

MANSFIELD
Hotels in the
Storrs Center Design District

To: Town of Mansfield Planning and Zoning Commission
C/o: Linda Painter, Director of Planning

Commissioners;

This referral involves: A proposal to add hotels as a permitted use in the Storrs Center Design District.

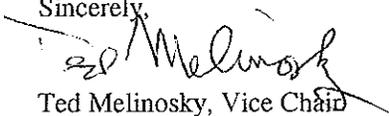
Receipt is hereby acknowledged of the above referral. Thank you for this courtesy referral.

Comments for Inclusion in the Public Record: The Regional Planning Commission reviewed the proposed amendments to the zoning regulations. The commission offers recommendations on how proposals can better meet the goals and vision of the Windham Region Land Use Plan, WINCOG's regional guide for conservation and development. The recommendations of the Regional Planning Commission are purely advisory.

- The proposal is consistent with the Windham Regional Land Use Plan which identifies the Storrs Center Design District as part of the Storrs Regional Center, an area with the highest priority for development.
- Development should be sensitive to water resources and protect water supply recharge areas.
- The proposal is not anticipated to create negative intermunicipal impacts.

Questions concerning this referral should be directed to Mark Paquette at the Windham Region Council of Governments.

Sincerely,


Ted Melinosky, Vice Chair
WINCOG RPC

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To: The Mansfield P&Z

Re: Zone change at Storrs Center

Dear P&Z Members,

I would recommend that the change to allow a hotel in this zone not be granted. Should another hotel of 100 rooms be constructed in Mansfield it would add another 36,500 room days to the existing market of 73,000 room days.

A hotel needs to operate at 65% occupancy to be profitable and the existing are barely squeezing by. For example if UCONN were not taking a block of rooms from the Nathan Hale they would be in the red. It is my professional opinion that if three hotels were competing for 109,500 room days all three would be in serious trouble. This is not good for our town or Storrs Center itself.

Also please note I have no vested interested interest in any of the affected properties.

Sincerely,

Peter W. Rich 860-423-6735

42 Fern Road

Mansfield, CT 06268

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TOWN OF MANSFIELD
DEPARTMENT OF PLANNING AND DEVELOPMENT



LINDA M. PAINTER, AICP, DIRECTOR

Memo to: Mansfield Planning and Zoning Commission (PZC)
From: Linda M. Painter, AICP, Director of Planning and Development *LMP*
Date: June 13, 2013
Subject: Paideia Request to Construct Exhibit Area and Upper Plaza of Amphitheatre Project at
28 Dog Lane, PZC File # 1049-7

While reviewing the revised plans, I noticed some discrepancies between existing construction and the plans. The applicant is working with the architect to revise the plans accordingly. Until revised plans have been received and reviewed by staff, this item should be tabled. We are hoping to receive revised plans in time for the July 1st meeting.

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RECEIPT OF APPLICATION FOR A SPECIAL PERMIT:

_____, move and _____ seconds to receive the

Special Permit Application (File #1320)

submitted by Charles River Laboratories, Inc

for an Addition to Building "A"

on property located at 65-67 Baxter Road

as shown on plans dated 6/5/13

as shown and described in application submissions, and to refer said application to staff and committees, for review and comments and to set a Public Hearing for 7/15/13.

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SPECIAL PERMIT APPLICATION
(see Article V, Section B of the Zoning Regulations)

Mansfield Planning and Zoning Commission

File # 1320
Date 6-5-13

1. Name of development (where applicable) ADDITION TO BUILDING "A" - CHARLES RIVER LABORATORIES, INC.
2. Proposed use of the property is _____
in accordance with Sec.(s) D.3.b. of Article ~~VII~~ IX (Permitted Use provisions) of the Zoning Regulations

3. Address/location of subject property 65-67 BAXTER ROAD
Assessor's Map 00B Block 0013 Lot(s) 0001 Vol. 420 Page 320

4. Zone of subject property RAR-90 Acreage of subject property 3.02

5. Acreage of adjacent land in same ownership (if any) N/A

6. APPLICANT CHARLES RIVER LABORATORIES, INC. (SEE ATTACHED LETTER)
(please PRINT) Signature
Street Address 65-67 BAXTER ROAD Telephone 860-429-7261
Town MANSFIELD, CT Zip Code _____
Interest in property: Owner Optionee _____ Lessee _____ Other _____
(If "Other", please explain) _____

7. OWNER OF RECORD: CHARLES RIVER LABORATORIES, INC.
(please PRINT) Signature
(OR attached Purchase Contract _____ OR attached letter consenting to application)
Street Address 106 RTE. 32 Telephone _____
Town NORTH FRANKLIN, CT Zip Code 06254

8. AGENTS (if any) representing the applicant who may be directly contacted regarding this application:
RICHARD S. LAWRENCE, AIA - PRESIDENT
Name THE LAWRENCE ASSOCIATES, ARCHITECTS, PLANNERS, P.C. Telephone 860-643-2161
Address 1075 TOLLAND TURNPIKE, MANCHESTER, CT Zip Code 06042
Involvement (legal, engineering, surveying, etc.) ARCHITECT

Name CHARLES MANDEL, VICE PRESIDENT Telephone 860-373-0260
THOMAS A. STEVEN'S & ASSOCIATES, INC.
Address 141 DURHAM RD., UNIT 24, MADISON, CT Zip Code 06443-0568
Involvement (legal, engineering, surveying, etc.) SITE ENGINEERING, SURVEYING,

(over)

X Application fee in the amount of \$ 1,060.00

X Statement of Use further describing the nature and intensity of the proposed use, the extent of proposed site improvements and other important aspects of the proposal. To assist the Commission with its review, applicants are encouraged to be as detailed as possible and to include information justifying the proposed special permit with respect to the approval criteria contained or referenced in Article V, Section B.5.

X Site plan (6 copies) as per Article V, Section B.3.d

X Site plan checklist including any waiver requests

X Sanitation report as per Article V, Section B.3.e (*SUBMITTED PREVIOUSLY TO HEALTH DEPT.*)

X Acknowledgement that certified notice will be sent to neighboring property-owners, as per the provisions of Article V, Section B.3.c (use Neighborhood Notification Form).

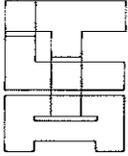
N/A As applicable for projects within the watershed of the Willimantic Reservoir, acknowledgement that certified notice will be sent to the Windham Water Works, as per the provisions of Article III, Section 1.

N/A As applicable for projects within State designated aquifer protection areas, acknowledgment that the Commissioner of Public Health will be notified as per the provisions of Article III, Section 1. The State Department of Public Health's on line form (www.dph.state.ct.us/BRS/Water/Source_Protection/PA0653.htm) shall be used with a copy of the submittal delivered to the Planning Office.

N/A Other information (see Article V, Section B.3.g). Please list items submitted (if any):

10. ALL APPLICATIONS, INCLUDING MAPS AND OTHER SUBMISSIONS, MUST COMPLY WITH ALL APPLICABLE SECTIONS OF THE ZONING REGULATIONS, INCLUDING, BUT NOT LIMITED TO:

- Art. X, Sec. E, Flood Hazard Areas, Areas Subject to Flooding
- Art. V, Sec. B, Special Permit Requirements (includes procedure, application requirements, approval criteria, additional conditions and safeguards, conditions of approval, violations of approval, and revisions)
- Art. VI, Sec. A, Prohibited Uses
- Art. VI, Sec. B, Performance Standards
- Art. VI, Sec. C, Bonding
- Art. VII, Permitted Uses
- Art. VIII, Dimensional Requirements/Floor Area Requirements
- Art. X, Sec. A, Special Regulations for Designed Development Districts
- Art. X, Sec. C, Signs
- Art. X, Sec. D, Parking and Loading
- Art. X, Sec. H, Regulations regarding filling and removal of materials
- Art. X, Sec. S, Architectural and Design Standards



THE LAWRENCE ASSOCIATES

ARCHITECTS / PLANNERS, P.C.

1075 TOLLAND TURNPIKE · MANCHESTER, CONNECTICUT · 06042

TEL: (860) 643-2161

FAX: (860) 643-4373

E-MAIL: LAWRENCE.ASSOC@SNET.NET

June 5, 2013

Mansfield Planning and Zoning Commission
c/o Linda Painter, Director of Planning & Development
Audrey P. Beck Municipal Building
4 South Eagleville Road
Mansfield, CT 06268

Re: Addition to Existing Building "A"
Charles River Laboratories, Inc.
65-67 Baxter Road, Storrs, CT

Dear Members of the Commission:

This project entails a proposed addition of approximately 4,518 sq. ft. to the existing Building "A" on property designated as 65-67 Baxter Road. The application is being made on behalf of Charles River Laboratories, Inc., the property owner and occupant of the structures on this property. Charles River Labs has owned the property since 1992.

Charles River Avian Vaccine Services would like to construct an expansion of the laboratory building shown on the accompanying site plan as "Building A". This expansion is driven by the continued success of this laboratory in providing goods and services to the vaccine industry. Having outgrown the current facilities, it is desired to keep any growth of activities in an adjacent facility for obvious logistical and economic reasons. The entire site at 65-67 Baxter Road is under USDA licensure, having Veterinary Biologics Establishment License No. 344. The site is subject to routine inspections by USDA's Center for Veterinary Biologics and the National Center for Import Export. The hours of operation are typically 7:00 A.M. – 4:30 P.M., Monday – Friday.

The activities planned for the expansion are a continuation of the current usage, which is the production of USDA-licensed biological products for use in poultry vaccines and diagnostic test kits, production of research grade virus preparations grown in chicken eggs, and diagnostic reagents used for testing the company's Specific Pathogen Free (SPF) chicken flocks whose eggs are used for both human and animal vaccine production.

As can be seen in the accompanying floor plan, the expansion will have 4 laboratories along with support areas (locker rooms, storage rooms, cleaning and preparation areas, etc.). Each laboratory will have its own general function as related to the type of production that is needed (working with fertile chicken eggs, cell cultures, microbial fermentation, processing) and activities will follow the guidelines for Good Manufacturing Practices.

This property has been used for business purposes dating back to approximately 1961 when the original Building "A" was constructed. Two additional buildings were added, Building "B" in 1985 and Building "E" in 1994. Although originally zoned Industrial, the property is now in an RAR-90 Zone, thus requiring a special permit to expand this non-conforming use.

The location of the proposed addition at the rear (west side) of the existing Building "A" is not only the most logical in terms of allowing the existing laboratory services to continue during construction but also provides the least visual impact to the surrounding neighborhood. The west side of this property is bounded by heavy woods which continue along the south boundary where Buildings "B" and "C" already provide a partial visual buffer. When traveling along Baxter Road in a northbound direction only a small portion of the proposed addition's south wide will be visible due to existing trees and the relatively limited space between the two buildings facing Baxter Road. (See attached Photo #1). When traversing Baxter Road in a southbound direction a dense row of evergreens with low shrubs obscures nearly this entire viewpoint. From the Forest Road side, this same heavy evergreen hedgerow virtually blocks out of view the area in which the proposed addition will be constructed. (See attached Photo #2).

After considering several alternative roof styles, it was found that the most logical solution will be to continue using the same low-slope that occurs on the existing Building "A". In order to aesthetically tie together the proposed addition with the existing, a reddish brick with burnt brown and tan accents will be used along with the same type of windows and panel treatment found in the original building. Materials, colors and other features are intended to match the existing insofar as possible. Roof top fans and HVAC equipment will be low and hardly visible from any of the adjoining roads. Laboratory fume hoods will be of the recirculating type thus requiring no mechanical equipment situated on the roof.

Currently Charles River Laboratories employs fifteen people on site and anticipates five to six new employment positions if this addition is approved. The Mansfield Zoning Regulations do not contain a classification for laboratory facilities. Therefore, the apparent closest use is "Office Building" requiring one parking space for each 250 Sq. Ft. of floor area. This would translate into a requirement of 43 parking spaces where the site currently has 30 spaces. With the proposed addition the parking count should provide for 61 spaces even though there may only be 19-20 employees. The proposed site plan indicates a location on the south side of the Building "A" of 11 proposed parking spaces by extending the existing gravel parking area and not adding additional impervious pavement so as to reduce the impact of any potential storm water runoff. This business experiences approximately 4-5 deliveries by small truck per day which last a total of approximately 1-5 minutes. The number of visitors averages approximately 1 per day lasting from 30 minutes to an hour or two. Therefore, it is requested that the Planning and Zoning Commission consider the actual experienced usage of parking spaces, the number provided and its regulations which state: "Parking requirements for other uses and activities shall be determined by the Planning and Zoning Commission."

In another effort to decrease storm water impact, the roof drainage over the new addition will be collected along the west side with gutters and downspouts that drain into a proposed rain garden. Some additional landscaping will be added on the east side between the existing trees parallel to Baxter Road so when they mature most of the cars parking in the front of Building "A" will be fairly obscured. (See attached Photo #3). Further, the low shrubs at the eastern end of the evergreens along Forest Road will be extended to the west. (Photo #2).

The proposed addition will not have a negative impact on air pollution, odor, noise, vibrations, electrical disturbances, radiation/radioactivity, fire or explosive hazard, nor glare/heat lighting. At the two new exits the Connecticut Fire Safety Code requires emergency illumination and new fixtures shall have full horizontal cutoffs, dark sky friendly and will not cause light trespass across property lines.

The work performed and any byproducts resulting from the laboratory procedures in this building addition will not create any hazardous materials, liquid or solid discharges that will be harmful to persons or the environment. Sanitary sewage will be handled by utilizing the existing septic system onsite and application has been made to the Eastern Highlands Regional Health District. Waste includes plastic ware (hauled away for incineration), fertile chicken egg waste (autoclaved and dumpstered), some chemical waste which is controlled at all times and removed by a vendor 2X per year. The two existing dumpsters are enclosed with fences.

Energy conservation features will be considered in the construction of the new addition by incorporating 6" stud walls with R-20 insulation and 3.3" thick, R-20.4 polyisocyanurate roof insulation. All plumbing fixtures will be low-water consumption and interior lighting will be energy efficient fluorescent controlled by occupancy sensors. The new toilet facilities for staff as well as door openings will comply with current standards to provide handicapped accessibility.

The applicant acknowledges the requirement to provide certified notification to surrounding property owners as per the provisions of Article V, Section B.3.c. Said notification will be distributed once a Public Hearing date has been established.

It is the belief of this applicant that the location and size of the proposed addition along with its nature and the intensity of use in relation to the size of the property is compatible with other existing uses. Given the fact that this corporate neighbor has been a long-term taxpayer and employer with ties to the University of Connecticut, it is believed this proposed addition will be beneficial to the owner and Town of Mansfield.

Sincerely,
THE LAWRENCE ASSOCIATES
Architects/Planners, P.C.

A handwritten signature in black ink, appearing to read "Richard S. Lawrence". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Richard S. Lawrence, AIA
President

cc: File; Ted Grishick, CRL; Jay Comire, CRL; David Kublbeck, CRL; Ken Hipsky, RZ Design Associates, Inc.; Chuck Mandell, Thomas A. Stevens Assoc., Inc.

PAGE
BREAK

RECEIPT OF APPLICATION FOR AMENDMENT TO THE ZONING REGULATIONS:

_____, MOVE and _____ seconds to receive the application

submitted by

Joshua's Tract Conservation and Historic Trust

to

To add a new subsection 14 to Article VII; and a new subsection U to Article X,

of the Mansfield Zoning Regulations, File #1321

as submitted to the Commission, to refer said application to the staff and Town Attorney for review and comment and to set a Public Hearing for July 15, 2013.

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

File # 1321
Date 6-12-13

JOSHUA'S TRACT CONSERVATION

1. APPLICANT AND HISTORIC TRUST
(Please PRINT)

Rudy Favretti
(Signature)

Street Address P.O. Box 44
Town MANSFIELD CENTER, CT

Telephone 860-429-6027
Zip Code 06250

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

Rudy J. FAVRETTI
Name (please PRINT)

P.O. Box 403, STORRS, CT 06268
Address

Vice-president for historic properties

860-429-6027
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 ATTACHMENT "A"

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

SEE ATTACHMENT "A"

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 ATTACHMENT "B"

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

_____ 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

ARTICLE VII

Amend Article VII, Section G. to add a new subsection 14

G. Uses Permitted In The RAR-90 Zone

The uses listed below in separate categories are permitted in the RAR-90 zones subject to any requirements and standards set forth herein and any other applicable requirements of these Regulations:

* * * * *

14. Preservation Uses per the provisions of Article X, Section U provided special permit approval is obtained in accordance with Article V, Section B. All changes of use within this subsection require special permit approval.

* * * * *

ARTICLE X

Amend Article X to add a new Section U – Preservation Uses

U. Preservation Uses

1. Statement of Purpose. The purpose of these regulations is to facilitate the preservation of historic and culturally significant properties and to promote principles of preservation and conservation of the Town’s natural, cultural and historic resources in accordance with Policy Goal 2 of the Mansfield Plan of Conservation and Development.

2. Eligible Organizations and Properties. To qualify as a preservation use, the following criteria must be met:

- a. The organization is a local not-for-profit organization whose core mission is related to historic preservation, land conservation, environmental advocacy or cultural activities.
- b. The primary use of the property is for the organization’s offices, museum or educational facility.
- c. The property proposed for use by the organization is considered a significant historic or cultural resource in the community. For purposes of determining compliance with this requirement, the following shall be deemed to be a significant historic or cultural resource:
 - Any property identified on the National Register of Historic Places
 - Any historic site or structure identified in Appendix C of the Plan of Conservation and Development
 - Any property within a designated local historic district or historic village identified in the Plan of Conservation and Development
 - Any other property that is deemed by the Planning and Zoning Commission to have historic, environmental or cultural significance. Such determination must be sought and obtained prior to submission of a special permit application.

3. Neighborhood Impacts. To minimize the potential for neighborhood impacts, the following criteria shall be considered by the Commission in its review of a special permit application in addition to the criteria established in Article V, Section B.5:

- i. Intensity of the proposed use. Factors used to determine overall intensity of the proposed use include but are not limited to: number of employees using the property on a daily basis, the number of meetings and average attendance, including weekly meetings, evening meetings, community open houses/tours and special educational events.
- ii. Size of the property. Due to the wide range of historic properties, no minimum size for a preservation use has been established. Generally, the property must be sufficiently sized to accommodate the proposed intensity of use as described above. Organizations that are proposing a higher intensity of use may require more land to ensure that adequate buffers can be provided, particularly to shield adjacent residential homes from regular parking areas. Other factors that may be taken into consideration when determining whether the property is large enough to accommodate the proposed use include proximity of nearby homes and size of adjacent properties.
- iii. On-Site Parking. Ability of the site to accommodate sufficient parking for daily use of the property as well as occasional special events, if such events are contemplated as part of the overall use of the property.

ATTACHMENT "B"

PREFACE

Joshua's Tract Conservation and Historic Trust [the Trust] was founded in 1966, organized by the Mansfield Historical Society and the Mansfield Conservation Commission. Over its forty-seven years, the Trust has conserved and preserved over 2000 acres in all of the Windham Planning Region towns, plus four others: Ashford, Eastford, Franklin, and Tolland. An additional 2000 acres or more are protected by conservation easements or restrictions administered by the Trust.

The goals of the Trust are:

- Preserve the rural character of the area for the benefit and well-being of the inhabitants.
- Acquire and assure the preservation and maintenance of the land in the interest of the conservation of natural resources and development of an open space program.
- Acquire and assure the preservation and maintenance of land and/or improvements to land having a unique and historical significance in the area.
- Engage in and otherwise promote the scientific study of local natural resources including plants, animals, birds, and other wildlife.
- Preserve and maintain areas of education and training in nature lore and camping.

5-1. Statement of justification addressing approval considerations of article XIII, Section C and substantiating the proposal's compatibility with Mansfield's Plan of development:

Maps 1 (Historic Features), 3 (Archaeological Assessment), and 5 (Historic Villages) indicate critical areas to be preserved, and most of these are residential at least in part. As time goes by, more houses and buildings within the areas shown on these maps will be best preserved by sensitive uses other than residential. The best way to preserve historic buildings is to use them, and often historic properties are too expensive to maintain as residences considering taxes and upkeep.

Therefore, allowing certain uses other than residential in a RAR-90 Zone not only satisfies the above situation but also addresses Policy Goal #2 (pages 2, 41) in the Plan of Development: "To conserve and preserve Mansfield's natural, historic, agricultural, and scenic resources..." as well as the statement on pg. 10: "This plan emphasizes the importance of preserving historic structures, historic neighborhoods, and other historic and/or archaeological resources. The future character of Mansfield will be influenced greatly by the Town's success in preserving its historic and archaeological heritage for the public's education and enjoyment. Land use policies and decisions must take into account and minimize or prevent detrimental impacts on the Town's significant historic and archaeological resources."

5-2. The reason 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.

The Trust's situation, as it relates to this application is twofold:

1. Isabelle Atwood, a devoted member of the Trust, died on August 29, 2012. She willed most of her estate to the Trust, consisting of about seventy acres, a residence (circa 1842), a barn (built in 1873), and eight other farm buildings all in good condition. She also willed a substantial endowment to support and maintain the property. Except for about four acres on which the buildings and orchard sit, the remainder of the land is in pasture, hay fields, and forest. Her will stipulated that the farm land should be farmed to the extent possible. It is presently let to a local farmer.
2. The Trust is presently headquartered in the old Eagleville schoolhouse at the Corner of South Eagleville and Stafford Roads. As the Trust has grown over the years they have seriously outgrown this building, which consists of only two large rooms and a bathroom. There is not office space, file space is crowded, and this 1100 square foot building has become too small for the organization. In contrast, the Atwood house would offer 2450 square feet of space and eight rooms, three of them for offices, a file room, two large meeting rooms, a kitchen, and much storage space. In addition, an ell of 950 square feet is an apartment for a maintenance/caretaker.

The use of the Atwood house as headquarters for the Trust would solve the organization's space problems and would also provide a location for educational purposes using the outbuildings, fields, and forest for that purpose.

5-3. The effect the change would have on the health, safety, welfare, and property value of Mansfield residents:

A well-preserved structure in a residential neighborhood upholds the property value of the neighborhood rather than subtracting from it, a plus concerning the welfare of the residents. The well-preserved structures, in turn, are appreciated by the neighbors and positively contribute to their well-being and to that of other town residents. Each situation is different depending on the type of structure and its proposed use. For example, in Mansfield we have the Miller's cottage at 34 Stone Mill Road, owned by the Trust, once a residence, and now a museum/residence for the caretaker of the grist mill across the road. In the case of the Atwood property, the subject of this application, the land will be used as it has been for centuries, and will be carefully preserved and protected. This is important because the Atwood Farm is a part of the Mt. Hope River watershed. There are many other examples each varying according to site conditions.

**TOWN OF MANSFIELD
DEPARTMENT OF PLANNING AND DEVELOPMENT**

LINDA M. PAINTER, AICP, DIRECTOR

Memo to: Planning and Zoning Commission
From: Linda M. Painter, AICP, Director of Planning and Development *gmp*
Date: Wednesday, June 12, 2013
Re: Filing Extension, Beacon Hill Estates II, PZC File #1214-3

On 3/4/13, the PZC approved the above referenced 17 lot subdivision off of Mansfield City Road. The legal notice was printed on 3/11/13 and expiration of the appeal period pursuant to Section 8-8 of the State Statutes was to 4/9/13. Chairman Goodwin granted a 90 day extension of the filing/recording deadline, which would expire on 7/8/2013. Since that time, in a 6/11/13 letter, the applicant has requested a second extension, which requires PZC approval.

The request has been made in order to finalize documents and complete monumentation improvements. This reviewer has no objection to the extension request, and the following motion is recommended:

That the Planning and Zoning Commission, pursuant to Section 6.5 of the Subdivision Regulations, grant a second ninety-day extension for filing final subdivision plans for the Beacon Hill Estates II, PZC File #1214-3, expiring on October 6, 2013.

JACOBS, WALKER, RICE & BARRY, LLC

ATTORNEYS AT LAW

146 MAIN STREET

MANCHESTER, CONNECTICUT 06042

TELEPHONE (860) 646-0121

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MICHAEL J. RICE
DAVID M. BARRY, JR.
MICHAEL J. BONANNO*

ALEXANDRA B. RICEVIENS

MAILING ADDRESS
P.O. BOX 480
MANCHESTER, CONNECTICUT
06045-0480

*ALSO ADMITTED IN MASSACHUSETTS

June 11, 2013

Town of Mansfield
Planning and Zoning Commission
Atten: Linda Painter, Director of Planning and Development
Four South Eagleville Road
Mansfield CT 06268

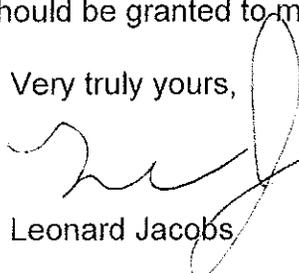
REQUEST FOR EXTENSION

Re: Beacon Hill Estates Section II Subdivision
Mansfield City Road & Beacon Hill Drive, Mansfield CT

Dear Linda:

I am requesting a further extension of the time for filing the mylar and the deeds on Beacon Hill Estates Section II. As you know, the documents have been submitted for review, but I think an extension should be granted to make sure that we have enough time to finish.

Very truly yours,


Leonard Jacobs

LJ:sm

Planning and Zoning Commission Update ■ June 17, 2013

Upcoming Meetings

- Monday, June 17th, 6:30 p.m. ▶ Advisory Group, Buchanan Center Auditorium
- Tuesday, June 18th, 4 pm to 9 pm ▶ Community Open House, Buchanan Center Auditorium
This will be a drop-in event and the first opportunity for the public to review and comment on the proposed Vision Statement, draft Agriculture, Economic Development and Housing Strategies, and concepts for the Planned Development Areas.

Status Updates

- Agriculture Focus Group* ▶ The Agriculture Focus Group met on June 13th to review draft agricultural strategies (attached).
- Housing & Economic Development Strategies* ▶ Additional meetings for the housing and economic development focus groups are being scheduled for July 2013 to finalize the housing and economic development strategies, which will be incorporated in the new Plan
- Tentative Plan Schedule* ▶ Based on progress to date and conversations with Goody Clancy, we have identified the following as a tentative schedule for review of the new Plan of Conservation and Development:
- Summer 2013 – Prepare Draft Plan
 - September-October 2013 – Advisory Group, PZC and Town Advisory Committees review draft plan and recommend changes
 - November 2013 – Commission receives proposed POCD, refers to WINCOG, Town Council and others for review, and schedules public hearing
 - January 2013 – Public Hearing on Proposed Plan
- Zoning Regulations* ▶ Work on new Zoning Regulations will begin in Fall 2013 while the Plan is going through the review and hearing process.
- Community Engagement* ▶ Community outreach activities will continue throughout the summer, including the textizen campaign and updates to the MindMixer website to get feedback on proposed strategies and Planned Development area concepts.

PAGE
BREAK

Goals, Strategies and Actions Summary

Foundational Mansfield is a co-leader in the region's agricultural initiatives and successes

Goals: Mansfield supports farmland preservation and restoration

Goal 1: Agriculture is visible and valued in the community

Strategy: Increase visibility of local/regional agriculture through direct action

- Signage. Post signs at Town entrances showing support for agriculture, develop signage to identify preserved land, or otherwise increase the visibility of agricultural producers.
- Farm-to-school. Increase the volume of local foods at the public schools through the farm-to-school program. Highlight local foods on school menus, incorporate nutritional and agriculture-based curriculum, provide students experiential learning opportunities through farm visits, taste-tests and composting.
- Survey residents every other year on their attitudes towards and knowledge of agriculture in the community (report findings).
- Hold contests for "buy local" farmers market shopping bags, bumper stickers with Mansfield agricultural slogan, etc.
- Plan events that get people out onto local farms.
- Celebrate (awards, dinner, etc.) farmers or others who are making a contribution to agriculture in the community with "farmer of the year" awards or "farmer appreciation" awards.
- Feature local products at events such as dinners for sports teams or Festival on the Green.

Strategy: Promote agricultural experiences for the public

- Promote Mansfield as a key destination for agricultural experiences (weddings, farm to table event, agriculture and natural resource tourism)
- Support and encourage private/family non-commercial agriculture
- Support and encourage 4-H and FFA students and projects
- Work with UConn to link events like Cornucopia in the fall with Mansfield farmers and agriculture. (Trips to local farms and other agritourism sites, food from local farms, etc.)

Strategy: Share information on agriculture-related town policies, activities, products and experiences.

- Work with the local newspaper to run weekly or monthly articles spotlighting an agriculture enterprise or activity.
 - Work with the local newspaper to run monthly quizzes / game to increase awareness and knowledge (and dispel myths) about agriculture in Mansfield.
 - Send an annual town-side mailer to let people know about the Town's support of agriculture and why; explain the fiscal and other benefits of farmland and open space; explain any new town policies applicable to agriculture.
 - Educate realtors and new homeowners about living next to a farm and the Town's "right to farm" ordinance.
 - Add an "Agriculture Portal" to the Town website that includes a listing of all agricultural businesses, and highlights local agricultural products and experiences.
-

Goal 2: Mansfield's agribusinesses are green and growing

Strategy: Attract and support agriculture-related businesses and agribusiness expansion

- Assign Town staff to play an active role in regional initiatives to identify gaps in the agriculture value chain and to participate in and support initiatives that will fill those gaps (such as certified processing kitchen, mobile slaughter unit, or a meat processing facility).
- Support food processing and distribution initiatives (at both the town and regional levels)
- Identify an industrial zone dedicated to infrastructure that would support agriculture-related businesses such as inputs, food waste, aggregation, processing, distribution, etc.
- The Town should identify a liaison for this project as the Food Innovation Center is being planned to ensure that it will meet the needs of local and regional farmers.
- Incubate and retain new farm operations-

Strategy: Support and Promote Agritourism in Mansfield and the Region

- Help connect farmers to other local and regional agritourism activities and initiatives (UConn Dairy Bar and animal barns, Walktober, Winter Wandering, Summer Sensations). Ensure farmers are listed on the State's "Farm Map" and in The Last Green Valley's Visitor Guide.
- Ensure that regulations support compatible commercial enterprises on farms and appropriate signage and parking (see Goal 3).
- Support non-profit community farms (local and regional) that provide education, community food and farm experiences.
- Actively recruit, engage and retain entrepreneurs for agricultural products (advertise Pleasant Valley as an Agricultural Innovation zone).

Strategy: Support agribusiness Marketing Efforts

- Identify appropriate projects and apply annually for money through Connecticut's Farm Viability Grant program.
- Give out small grants to farmers for development of a CSA, signage or other marketing materials.
- Facilitate a vibrant farmers market (Electronic terminal for to receive SNAP benefits, (other ways to support the farmers market include building a pavilion in a dedicated location, incentivizing vendors by subsidizing insurance, vendors fees, works to develop a marketing plan that is incorporated in to its tourism and economic development plan)
- Identify a staff liaison to serve on UConn committees planning for projects that will fill gaps in the region's food system. One of the recommended actions from The Governor's Council for Agricultural Development is the establishment of a food science program and facility at UConn – a Food Innovation Center. This center, built with state and federal funding would include food processing facilities and associated resources for business development, food safety, packing, etc.
- Share sponsorship of events for regional farmers to allow for networking and presentation of relevant information and resources, marketing channel selection, and explore potential for regional cooperative to facilitate sales to institutions and restaurants.
- Support the creation of new market channels for local agricultural products through a "Good Food/Local Food" campaign for the retail/restaurant center and support incentives for the use of local products at schools and institutions. Help connect new restaurants in Storrs Center with local farmers through the State's "Farm-to-Chef" program.
- Support initiatives to remove barriers (institutional purchasing policies, GAP certification).
- Work with farmers to identify more diverse and appropriate markets; help make connections with programs like farm-to-school, farm-to-chef, and UConn dining services as well as connections to new restaurants, stores, and the distributors they work with.

Strategy: Facilitate Access to Farmland

- Conduct outreach to all farmers about tax exemptions, conservation options, regulations and other resources.
 - Commit municipal funds and support to farmland preservation.
 - Provide financial match to state and federal programs that purchase development rights on agricultural land in Mansfield.
-

Goal 2: Mansfield's agribusinesses are green and growing cont.

- Identify and consider Town-owned farmland for permanent preservation for agricultural use.
- Identify all farms that are 30 acres or less and conduct outreach for the State's Community Farms Preservation Program.
- Identify opportunities for farming on all preserved land in Mansfield.
- Identify Town-owned land that could be used or restored for agriculture.
- Identify privately owned land that can be farmed, or restored to farming, and do outreach to support land owners (matching funds, developing an application for leasing, connect landowners with the Farmlink program.)
- Identify UConn-owned land that could be available for lease to farmers.
- Continue to lease viable agricultural land to local farmers.
- Prioritize new farmers for lease of select Town-owned farmland.
- Pursue the preservation of UConn agricultural land. Support advocacy for the preservation of state and federal lands for agricultural use.

Strategy: Organize/host/co-host events for farmers that connect them with available resources.

-
- Work with other Towns to share the responsibility for putting together an annual or semi-annual event that brings people from relevant organizations for farmers to talk with directly.
 - Host or co-host an event that focuses on land preservation options and strategies and include CT Farmland Trust, American Farmland Trust, CT Department of Agriculture, and local land trusts.
 - Host or co-host an event that focuses on generally accepted best agricultural practices that provide environmental and public benefits, and include Cooperative Extension, Connecticut agricultural research station, CT Natural Resources Conservation Services (NRCS), CT Department of Agriculture, CT Farm Bureau and CT Conservation districts.
 - Host or co-host an event to connect farmers directly with NRCS to develop individual Plans of Conservation.
 - Host or co-host an event that focuses on transitioning to organic production. While becoming a organically certified can be time consuming and expensive, organic production leads to higher prices for farmers and lessens the negative environmental impacts from farming. The Connecticut DOAG has a cost-share program which reimburses up to 75% of the cost of organic certification.
 - Partner with UConn to make information about upcoming speakers, events, research related to agriculture more easily accessible to the public.
 - Work with UConn to develop UConn sponsored events that support agriculture in the region. Structure events so that Mansfield farmers have opportunities to get to know farmers in surrounding communities. Focus on opportunities for expanded production, coordinated farmer efforts and marketing channels.
 - Sponsor events that promote a farmer network.
 - Support the development of a network of Mansfield farmers that communicate regularly, collaborate and share information.

Strategy: Update Town website to contain information on events, resources, and opportunities offered by organizations relevant to agriculture in Mansfield.

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- Include an "Agricultural Portal" on the Town website that lets farmers know about upcoming events and includes links to other resources and information.

Strategy: Partner with UConn to pursue improving access to information for farmers.

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- Extension has recently submitted a grant application for a project that will focus on making Extension resources available by using digital media to let people know what Extension is doing and letting people communicate with one another. The Town can work with Jiff Martin to track the funding of this grant and identify opportunities for partnership with Mansfield farmers in the production of these tools. Perhaps Mansfield farmers can be early testers of the system.
 - Partner with UConn Extension to explore improving usability of NRCS database of best practices.
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Goal 3: Mansfield is a model and regional leader for farm-friendliness

Strategy: Municipal staff, boards and commissions are engaged and educated about the impact of their decisions on agriculture.

- Educate municipal employees and committee members on the importance of agriculture in the community, the contributions it makes to the community, and why it is the Town's policy to support agriculture.
- Identify potential impacts of each department on agricultural viability (eg. where culverts are placed can impact usability of pasture) and educate staff accordingly.
- Develop/understand the full range of value propositions related to agriculture to help communicate why agriculture is important to people who are focused on different priorities (highlight the role that agriculture plays in sustainability, economic development, tourism, etc.).
- Document current revenues and expenses on a land use basis through a Cost of Community Services (COCS) study. Even though people may know generally what a COCS study will show in Connecticut, it is important for some people to see the dollars and sense reality of the reduced services (and costs) for farmland.
- Have the agriculture committee give an annual presentation to all municipal employees and boards (similar to the 2010 presentation made by the Agriculture Committee to the Town Council).

Strategy: Farmers' voices are heard on a range of Town Commissions and Boards to bring the challenges and

- Allocate space for, and invite, farmers to serve on all relevant Town committees, commissions and boards such as, Commission on Community Quality of Life, Conservation Commission, Economic Development Commission, Clean Energy Team, Open Space Preservation Committee, Strategic Planning Committee, Sustainability Committee, Town/University Relations Committee.
- Have one or more members of the agriculture committee attend other relevant committee meetings to discuss the role of agriculture in the Town and identify areas of mutual opportunity.

Strategy: Integrate agriculture throughout the updated Plan of Conservation and Development (POCD).

- The POCD provides the Town with an important opportunity to highlight the role and value of Agriculture in Mansfield
- Include an Agriculture section in the Plan of Conservation and Development that provides a summary of agriculture in Mansfield, context and the selected goals, strategies and actions.
- Include agricultural information and goals in all of the relevant sections of the POCD, including, but not limited to, sustainability, economic development, natural resources and overall priorities of the Town.
- Include specific steps to address the needs of local farmers and the agricultural goals of the community with an implementation plan that assigns responsibility for each action.

Strategy: Continually review and revise regulations, policies and incentives to support agricultural viability.

- Support advocacy to the State's enabling legislation and policies that support farming.
- Update livestock ordinances (per Recommendations for Connecticut Municipal Zoning Regulations and Ordinances for Livestock.)
- Ensure regulations support compatible commercial enterprises on farms and appropriate signage and parking for farm businesses.
- Allow for infrastructure improvements (storage, farm stand, etc.) on town-owned farmland
- Ensure regulations that support farm-energy issues highlighted in the Governor's Council for Agricultural Development First Annual Report
- Conduct annual outreach with farmers to identify any existing regulations that are impacting their agricultural viability (diversification, signage and marketing, horticulture, hoop houses or other growing structures, etc.)

Strategy: Ensure farmers and landowners are aware of agriculture-related regulations, tax exemptions, conservation options, etc.

- Conduct annual outreach to all farmers and landowners to make sure they are aware of new and existing agriculture-related regulations, tax exemptions and conservation options.
 - Publish agriculture-related regulations, tax exemptions, conservation options on Town website.
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