

**MEETING NOTICE AND AGENDA**  
**MANSFIELD PLANNING AND ZONING COMMISSION**  
**SPECIAL MEETING**

**Monday, January 13, 2014 ■ 5:30 PM**

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

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
  - a. December 16, 2013 Regular Meeting
- 4. Zoning Agent's Report**
- 5. Old Business**
  - a. **Water Supply Project: Review of Proposed Definitive Agreement with Connecticut Water Company**  
Memo from Director of Planning and Development
  - b. **Pre-Application Discussion Requests**  
Memo from Director of Planning and Development
  - c. **Other**
- 6. New Business**
  - a. **UConn Main Accumulation Area EIE**  
Memo from Director of Planning and Development
  - b. **Appointment of an Acting Zoning Agent**  
Memo from Director of Planning and Development
  - c. **Other**
- 7. Mansfield Tomorrow | Our Plan ▶ Our Future**
- 8. 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**
- 9. Communications and Bills**
  - a. Other
- 10. Adjournment**

**DRAFT MINUTES**  
MANSFIELD PLANNING AND ZONING COMMISSION  
Regular Meeting  
MONDAY, December 16, 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: P. Aho, V. Ward (7:01 p.m.), S. Westa  
Staff Present: Linda Painter, Director of Planning and Development

Chairman Goodwin called the meeting to order at 7:00 p.m., and appointed alternate Aho to act in Plante's absence.

**Approval of Minutes**

**a. December 2, 2013 Regular Meeting**

Hall MOVED, Ryan seconded, to approve the 12-2-13 minutes as written. MOTION PASSED UNANIMOUSLY.

**b. December 11, 2013 Field Trip**

As the sole member on the Field Trip, Holt accepted the 12-11-13 Field Trip Minutes as presented.

**Zoning Agent's Report**

Noted.

**Old Business**

**a. Special Permit Application: Preservation Use including office, meeting and display spaces, Joshua's Tract, 624 Wormwood Hill Rd (File #1323)**

Holt and Ryan disqualified themselves. Chairman Goodwin appointed Westa and Ward to act for Holt and Ryan. Aho was already seated to act in Plante's absence.

Hall MOVED, Aho seconded, to approve with conditions the special permit application (File #1323) of Joshua's Tract and Historic Conservation Trust, Inc. to allow use of the property at 624 Wormwood Hill Road for their office and meeting space in accordance with the Preservation Use provisions of the Zoning Regulations. This approval is based on the project as described in the application dated October 29, 2013 and received by the Commission on November 4, 2013, and as shown on plans dated October 27, 2013 and as presented at a Public Hearing on December 2, 2013.

This approval is granted because the application is considered to be in compliance with Article V, Section B and other provisions of the Mansfield Zoning Regulations, and is granted with the following conditions:

1. **Extent of Approval.** This approval is specifically tied to the applicant's submissions and the conditions cited in this motion. Unless modifications are specifically authorized, the proposed uses and site improvements shall be limited to those authorized by this approval. Any questions regarding authorized uses, required site improvements and conditions cited in this approval shall be reviewed with the Zoning Agent and Director of Planning and Development, and, as deemed necessary, the PZC.
2. **Use.** Use of the property is specifically limited to the activities described in the Statement of Use.
3. **Lighting.** Lighting specifications shall be submitted for review and approval by the Director of Planning and Development to ensure consistency with the provisions of Article X, Section R.3 and R.4. Parking lot lighting shall only be on when parking lot is in use.
4. **Parking Lot.** Prior to issuance of a zoning permit, the applicant shall submit detailed plans for construction of the parking lot and access driveway to the Director of Planning and Development for

review and approval. If significant excavation is needed, additional review by the Commission may be required.

5. **Large Events.** The applicant shall provide written notification of events anticipated to attract more than 50 visitors at least 3 weeks before the event to all property owners within 500 feet of the entire property and the Director of Planning and Development. Depending on the size of the event, police details may be required for traffic control.
6. **Validity.** This permit shall not become valid until the applicant obtains the special permit form from the Planning Office and files it on the Land Records.

MOTION PASSED with all in favor except Holt and Ryan who were disqualified.

### **Public Hearings**

#### **a. Special Permit Application: Efficiency Unit, W. Javaruski, 40 Mountain Rd, (File #1324)**

Chairman Goodwin opened the Public Hearing at 7:07 p.m. Members present were Goodwin, Chandy, Hall, Holt, Lewis, Pociask, Rawn, Ryan and alternates Aho, Ward, and Westa. Aho was seated. Linda Painter, Director of Planning and Development, read the legal notice as it appeared in The Chronicle on 12/4/13 and 12/10/13 and noted the following communications: a 12/12/13 memo from L. Painter, Director of Planning and Development, and a 12/11/13 letter from K. and S. Clark.

William Javaruski, applicant, stated that no more than 2 people will reside in the efficiency unit, and there is exterior and interior access to the unit.

Painter explained there are unusual circumstances in this application as a result of the applicant previously obtaining a Small Cities Rehabilitation Loan from The Town of Mansfield. Painter explained that the loan requires that any potential tenants must meet income limits to rent the property. In order for the Commission to approve the efficiency apartment, this income requirement must be incorporated as a condition of approval.

Edward Hall, Mansfield Hollow Road, testified that the previous owners had installed a basement bathroom with the intent to eventually create a living space there.

Noting no other comments from the public or the Commission, Hall MOVED, Ryan seconded, to close the Public Hearing at 7:16 p.m. MOTION PASSED UNANIMOUSLY.

#### **b. Special Permit Application: Efficiency Unit, K. Mahoney, 26 Jonathan Lane, (File #1325)**

Chairman Goodwin opened the Public Hearing at 7:17 p.m. Members present were Goodwin, Chandy, Hall, Holt, Lewis, Pociask, Rawn, Ryan and alternates Aho, Ward, and Westa. Aho was seated. Linda Painter, Director of Planning and Development, read the legal notice as it appeared in The Chronicle on 12/4/13 and 12/10/13 and noted the following communication: a 12/11/13 memo from L. Painter, Director of Planning and Development and a 12/13/13 letter from C. Silver-Bernstein.

Kathleen Mahoney, applicant, reviewed her application stating that no more than 2 people will reside in the efficiency unit, and there is exterior and interior access to the unit.

Tom Rotchford, 736 Mansfield City Road, expressed concern that by allowing efficiency units in this subdivision of single-family homes, the character of the neighborhood will change, negatively impacting property values, and that student rentals will become the "norm" in the neighborhood.

Noting no other comments from the public or the Commission, Holt MOVED, Ryan seconded, to close the Public Hearing at 7:31 p.m. MOTION PASSED UNANIMOUSLY.

**c. Special Permit Application: Efficiency Unit, G. and D. Bogdanovich, 239 Mt. Hope Rd (File #1322)**

Chairman Goodwin opened the continued Public Hearing at 7:32 p.m. Members present were Goodwin, Chandy, Hall, Holt, Lewis, Pociask, Rawn, Ryan and alternates Aho, Ward, and Westa. Aho was seated. Linda Painter, Director of Planning and Development, noted no further communications received and stated that the Commission kept the public hearing open to allow for adequate notice time for neighbors.

Noting no comments from the public or the Commission, Hall MOVED, Ryan seconded, to close the Public Hearing at 7:33 p.m. MOTION PASSED UNANIMOUSLY.

**Old Business**

**b. Special Permit Application: Efficiency Unit, W. Javaruski, 40 Mountain Rd, (File #1324)**

Ryan MOVED, Holt seconded, to approve the November 12, 2013 application of William Javaruski to allow an efficiency dwelling unit at 40 Mountain Road in an RAR-90 zone, as shown on submitted plans and described in other application submissions and as presented at Public Hearing on December 16, 2013.

Pursuant to Article V, Section B.4 of the Mansfield Zoning Regulations, the site plan requirements contained in Section B.3.d are hereby waived as there is no proposed expansion of the building and the information is not needed to determine compliance with the zoning regulations.

This approval is granted because the application is not expected to result in any detrimental neighborhood impacts and is considered to be in compliance with Article X, Section L; Article V, Section B; and other provisions of the Mansfield Zoning Regulations, and is granted with the following conditions:

1. This approval has been granted for a one-bedroom efficiency in association with a single-family home having up to two additional bedrooms. Any increase in the number of bedrooms on this property shall necessitate subsequent review and approval from the Eastern Highlands Health District and the Planning and Zoning Commission.
2. The applicant shall install a pathway from the driveway to the exterior entrance to provide pedestrian access to the unit.
3. The owner shall either repay the outstanding housing rehabilitation loan or comply with the following terms to ensure the affordability of the efficiency unit in accordance with the Housing Rehabilitation Program Guidelines:
  - a. The rental rate for the efficiency unit shall not exceed the Section 8 Existing Fair Market Rent for a period of ten years from the issuance of a Certificate of Zoning Compliance.
  - b. Prior to executing any lease for the unit during the ten year affordability period, the owner shall direct prospective tenants to the Town for purposes of verifying that the tenant income does not exceed 80% of Area Median Income. No lease shall be executed until income verification has been provided by the Town.

- c. Should the owner choose to live in the efficiency unit and rent the main living area of the house, the same affordability restrictions apply to the rental of the home.
  4. This approval is conditioned upon continued compliance with Mansfield's Zoning Regulations for efficiency units, which include owner-occupancy requirements, limitations on the number of residents in an efficiency unit and limitations on the number of unrelated individuals that may live in a dwelling unit pursuant to the definition of Family contained in the Zoning Regulations. These limitations apply regardless of the number of bedrooms present in the home. Pursuant to Article X, Section L.2, the applicant shall submit a notarized affidavit certifying owner occupancy and a written statement regarding compliance with efficiency unit regulations every two years, starting on January 1, 2014.
  5. This special permit shall not become valid until filed upon the Land Records by the applicant.
- MOTION PASSED UNANIMOUSLY.

**c. Special Permit Application: Efficiency Unit, K. Mahoney, 26 Jonathan Lane, (File #1325)**

Ryan MOVED, Holt seconded, to approve the November 26, 2013 application of Kathleen Mahoney to allow an efficiency dwelling unit at 26 Jonathan Lane in an RAR-90 zone, as shown on submitted plans and described in other application submissions and as presented at Public Hearing on December 16, 2013.

Pursuant to Article V, Section B.4 of the Mansfield Zoning Regulations, the site plan requirements contained in Section B.3.d are hereby waived as there is no proposed expansion of the building and the information is not needed to determine compliance with the zoning regulations.

This approval is granted because the application is not expected to result in any detrimental neighborhood impacts and is considered to be in compliance with Article X, Section L; Article V, Section B; and other provisions of the Mansfield Zoning Regulations, and is granted with the following conditions:

1. This approval has been granted for a one-bedroom efficiency in association with a single-family home having up to three additional bedrooms. Any increase in the number of bedrooms on this property shall necessitate subsequent review and approval from the Eastern Highlands Health District and the Planning and Zoning Commission.
  2. The applicant shall install a pathway from the driveway to the exterior door of the unit to provide pedestrian access from the driveway to the exterior entrance.
  3. This approval is conditioned upon continued compliance with Mansfield's Zoning Regulations for efficiency units, which include owner-occupancy requirements, limitations on the number of residents in an efficiency unit and limitations on the number of unrelated individuals that may live in a dwelling unit pursuant to the definition of Family contained in the Zoning Regulations. These limitations apply regardless of the number of bedrooms present in the home. Pursuant to Article X, Section L.2, the applicant shall submit a notarized affidavit certifying owner occupancy and a written statement regarding compliance with efficiency unit regulations every two years, starting on January 1, 2014.
  4. This special permit shall not become valid until filed upon the Land Records by the applicant.
- MOTION PASSED UNANIMOUSLY.

**d. Special Permit Application: Efficiency Unit, G. and D. Bogdanovich, 239 Mt. Hope Rd. (File #1322)**

Ryan MOVED, Holt seconded, to approve with conditions the special permit application (file #1322), of D. and G. Bogdanovich, for an efficiency unit on property located at 239 Mount Hope Road, in an RAR-90 zone, as submitted to the Commission and shown on plans dated 10/28/2013 and as presented at a Public Hearing on 12/2/13 and 12/16/2013.

Pursuant to Article V, Section B.4 of the Mansfield Zoning Regulations, the site plan requirements contained in Section B.3.d.2 are hereby waived as the site plan provided was based on an A-2 survey of the as-built foundation.

This approval is granted because the application, as hereby approved, is considered to be in compliance with Article X, Section L, Article V, Section B, and other provisions of the Mansfield Zoning Regulations, and is granted with the following conditions:

1. This approval is granted for a one-bedroom efficiency unit in association with an existing single-family home having up to three additional bedrooms. Any increase in the number of bedrooms on this property shall necessitate subsequent review and approval from Eastern Highlands Health District and the Planning and Zoning Commission;
  2. This approval is conditioned upon continued compliance with Mansfield's Zoning Regulations for efficiency units, which include owner-occupancy requirements, limitations on the number of residents in an efficiency unit and limitations on the number of unrelated individuals that may live in a dwelling unit pursuant to the definition of Family contained in the Zoning Regulations. These limitations apply regardless of the number of bedrooms present in the home. Pursuant to Article X, Section L.2, the applicant shall submit a notarized affidavit certifying owner occupancy and a written statement regarding compliance with efficiency unit regulations every two years, starting on January 1, 2014;
  3. This special permit shall not become valid until filed upon the Land Records by the applicant.
- MOTION PASSED UNANIMOUSLY.

**e. Subdivision Application: 1 Lot, Storrs Center Alliance, VS-11, Wilbur Cross Way, (File 1246-18)**

The PZC briefly discussed with Attorney Tom Cody, who represented Storrs Center Alliance, LLC, the issue of whether this application should be treated as a re-subdivision. After concluding it should not, Holt MOVED, Chandy seconded, to approve with conditions the subdivision application (File #1246-18), of Storrs Center Alliance, LLC, for one lot, on property owned by the applicant, located on the east side of Wilbur Cross Way, north of Charles Smith Way, in the SC-SDD zone, as submitted to the Commission and shown on a one-page plan dated November 14, 2013, and revised to November 27, 2013.

The following requirements for the final subdivision plan are hereby waived as they are not applicable to this subdivision due to its location in the Storrs Center Special Design District: Section 6.5.d through 6.5.j, Section 6.5.m through 6.5.q., Section 6.5.s through 6.5.t, and Sections 6.7 through 6.9 of the Mansfield Subdivision Regulations. This waiver has been granted as the information has either been provided previously through the adoption of the Storrs Center Master Plan or will be provided through the Zoning Permit review process for development of the parcels established in Article X, Section S of the Zoning Regulations.

Furthermore, it is specifically noted that the provisions of the following sections of the Mansfield Subdivision Regulations are not applicable to the subdivision as there are no public improvements proposed as part of the subdivision and the remaining design standards have been addressed through the Storrs Center master plan, master storm-water drainage study and associated design guidelines: Sections 7.1 through 7.3, 7.4.a, 7.4.d through 7.4.g, 7.5 through 7.11, and Sections 8 through 15.

This approval is granted because the application, as hereby approved, is considered to be in compliance with the Mansfield Subdivision Regulations. Approval is granted with the following conditions:

1. Final plans shall be signed and sealed by the responsible surveyor and professional engineer.
2. Final plan shall include a title block with the information required by Section 6.4 of the Subdivision Regulations.
3. The following revisions shall be made to the subdivision map:
  - a. Zoning classifications of the subdivision and abutting properties shall be added pursuant to Section 6.5.c of the subdivision regulations.
  - b. Dimensions shall be added where missing.
4. The Commission, for good cause, shall have the right to declare this approval null and void if the following deadlines are not met (unless a ninety (90) or one hundred and eighty (180) day filing extension has been granted):
  - a. All final maps, including submittal in digital format, shall be submitted to the Planning Office no later than fifteen days after the appeal period provided for in Section 8-8 of the State Statutes, or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant;
  - b. All monumentation with Surveyor's Certificate shall be completed pursuant to the Commission's approval action and Section 14 of the Subdivision Regulations no later than fifteen days after the appeal period provided for in Section 8-8 of the State Statutes, or, in the case of an appeal, no later than fifteen days, of any judgment in favor of the applicant.

MOTION PASSED UNANIMOUSLY.

**f. Pre-Application Discussion Requests**

Tabled: no new information.

**New Business**

**b. Modification to Storrs Common Special Permit, Storrs Associates, LLC , (File 888)**

Ryan MOVED, Holt seconded, that the PZC approve the modification to the sign plan for Storrs Commons to allow the Hartford Healthcare sign to be installed on the rear of the Storrs Commons building as proposed. MOTION PASSED UNANIMOUSLY.

**a. Determination of applicability of Development Area Envelope (DAE) restrictions to agricultural activities, B. Lacey, 102 Crane Hill Road**

Hall disqualified himself and Ward was appointed to act in his place.

Rawn MOVED, Aho seconded, that due to the size of the property and intended agricultural use, the PZC grants the applicant permission to conduct agricultural activities within Development Area Envelope (DAE). MOTION PASSED with all in favor except Hall who was disqualified. This action by the Commission is not intended to set a precedent.

**c. 8-24 Referral: Wilbur Cross Way Right-of-Way Adjustment (Price Chopper)**

Holt MOVED, Ryan seconded, that the PZC notify the Town Council that the proposed adjustment to the Right-of-Way for Wilbur Cross Way is consistent with Mansfield's Plan of Conservation and Development subject to a condition that the developer relocate the existing light pole to facilitate pedestrian access. MOTION PASSED UNANIMOUSLY.

**d. Water Supply Project: Review of Proposed Definitive Agreement with Connecticut Water Company**

Linda Painter, Director of Planning and Development, reviewed the referral from the Town Council and noted that the Council has requested that comments on the proposed agreement be provided before their meeting on January 13, 2014. The proposed Agreement is based on the non-binding Letter of Intent (LOI) approved by the Council in October. Painter distributed copies of the Commission's comments on the draft LOI to assist in review of the proposed agreement. Goodwin requested that Painter provide assistance to the Commission in reviewing the agreement for consistency with those earlier comments, for the Commission's meeting on January 6, 2014. Painter noted that a public information meeting was scheduled for Wednesday, December 18<sup>th</sup> at 6 p.m. in the Council Chambers, and a joint meeting of the Sustainability Committee, Four Corners Sewer and Water Advisory Committee and Conservation Commission was being scheduled for January 8, also in the Council Chambers.

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No new information.

**Reports from Officers and Committees:**

Ward noted that the Regulatory Review Committee will meet in January to prepare regulations regarding dogs and kennels, for presentation to the full Commission.

**Communications and Bills:**

None.

**Adjournment:**

The Chairman declared the meeting adjourned at 8:29 p.m.

Respectfully submitted,

Katherine Holt, Secretary

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

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LINDA M. PAINTER, AICP, DIRECTOR

**Memo to:** Planning and Zoning Commission  
**From:** Linda M. Painter, AICP, Director of Planning and Development  
**Date:** **January 2, 2014**  
**Subject:** **Draft Definitive Agreement between Town and Connecticut Water Company**

In September 2013 the Commission provided a series of comments to the Town Council with regard to issues that should be considered as part of an agreement with the Connecticut Water Company. Subsequent to receipt of those comments, the Town Council approved a non-binding Letter of Intent with CWC that set the framework for negotiation of a Definitive Agreement.

In December 2013, CWC and Town staff presented a draft of a Definitive Agreement to the Council for review (hereinafter the "Agreement"). The Council has referred the Agreement to each of the committees that provided feedback last fall and requested that comments on the Agreement be submitted to the Council by January 13, 2014. A copy of the full Agreement, including Exhibits, can be found on the Town's website ([http://www.mansfieldct.gov/filestorage/1904/5366/5402/water\\_agreement\\_draft.pdf](http://www.mansfieldct.gov/filestorage/1904/5366/5402/water_agreement_draft.pdf)).

To assist the Commission in its review, I have identified provisions in the Agreement that respond to comments provided by the Commission. The original comment is shown in *italicized text*; a summary of the Agreement provisions is shown in regular text, and in certain areas, emphasis has been added through **bold text** to call attention to specific sections of provisions that address Commission comments/concerns.

- **Recommended Route.** *The Commission recommends that the following be identified as the Town's preference for routing of the connection between the CWC system in Tolland and the University's water system:*

*South on Route 195 to the intersection of Route 44; West on Route 44 to the intersection with the new North Hillside Road, and south on North Hillside Road (Pipeline segments 12A, 13, 14, 20 and 21)*

*This recommendation is based on the finding that this route would promote smart growth development patterns and reduce the potential for induced growth in inappropriate areas.*

Exhibit A to the Agreement identifies the route. A 16" water transmission main will be constructed along Route 195 from Tolland to a location near the intersection of Route 195 and Moulton Road, where a connection will be made to the UCONN water tanks. Additionally, CWC will be constructing a smaller 12" water transmission main on Route 44 between the intersection of Route 195 and the entrance to the Rolling Hills (Jensen's) mobile home community.

While the proposed route does not use the proposed North Hillside Road extension as the connection to the UCONN system, the Four Corners area will still be served by the transmission main extended west from the intersection of Routes 195 and 44.

- **System Extensions.** *While the potential for CWC to finance the Four Corners local distribution system is understandably appealing to the Town, this option does have the potential to increase demand for development as CWC looks to recover its capital investment. Therefore it is imperative that the Agreement specifically address the process through which system extensions will be approved. Ideally Town approval will be required before any system extension may be constructed. If the Council is unsuccessful in achieving this level of control, at minimum the Agreement should include a specific process that allows for PZC input on extensions.*

Section 2.2 of the Agreement addresses the approval process for connections to the system as well as system extensions:

- Section 2.2(a): CWC shall not permit any customer connections to the System that would violate any connection restriction set forth in the ROD (Record of Decision) except as ordered or directed by PURA pursuant to C.G.S. Section 16-20 and with timely notice of initiation of such PURA proceeding being given by CWC to the Connecticut Office of Policy and Management, UConn and the Town.
- Section 2.2(b): CWC shall notify an applicant, upon request, of the availability of water supply but shall not permit any connection to the CWC System unless the New Customer to be served by such connection first obtains any required Government Approvals.
- Section 2.2(c): CWC shall notify the Town Director of Planning and Development of any Person seeking to connect to the System and shall allow the connections as authorized by this Agreement.
  - Section 2.2(c)(i): Connection to the CWC System in Mansfield for properties that do not require a main extension shall be permitted, where such uses are consistent with zoning regulations in effect at the time of the request, after providing notice to the Director of Planning and Development, and the applicant has demonstrated that any required local approvals for building or public health or as otherwise required are secured.
  - Section 2.2 (c)(ii): Connection to the system for properties that do not require a main extension shall be permitted to allow for the existing use of properties, after providing notice to the Director of Planning and Development.
  - Section 2.2(c)(iii): Connections to the CWC System in Mansfield, whether a new use or change to existing use that require a change in zoning or approval by a local land use commission shall be permitted after (a) providing notice to the Director of Planning and Development; (b) allowing for review by the Advisory Group, and (c) demonstration by the applicant that all required approvals are secured.
  - Section 2.2(c)(iv): Any extension of the CWC system in Mansfield after the Completion Date shall be undertaken in consultation with the Advisory Board established pursuant to Section 9.5 hereof and permitted if the applicant has demonstrated to CWC that all required approvals have been secured and such extension complies with the CWC Main Extension Agreement as applicable.

- **Development Controls.** *As noted above, the Commission is very concerned with the potential for increased development pressure in areas proximate to the new water system. The Agreement should be clear that the PZC is the controlling agency for future development and that CWC has no jurisdiction or authority to approve service connections that would violate zoning regulations. Since this is merely a restatement of the law, there is no negotiation on this point. Furthermore, the Commission intends to develop new Plan of Conservation and Development policies and Zoning Regulations to manage service connections in areas proximate to the water system. The Agreement should specify that CWC will not object to any policies or zoning regulations that the Commission proposes to manage growth in the area of the water system or to address future concerns of water supply on a town wide basis. The Commission also notes that it is prepared to adopt development moratoriums if need be to prevent undesirable development prior to approval of new zoning regulations.*

As noted above, the Agreement contains specific provisions requiring applicants for new uses or changes to existing uses that require local land use approvals to obtain such approvals before a connection would be permitted. As such, any new regulations adopted by the Commission would control the ability of new uses to connect to the system.

- **Water Allocation.** *The Agreement should specify a minimum amount of water to be provided to Town customers to ensure that water is available for Town needs and not merely secondary to University demands. This minimum allocation should account for current usage, projected water usage by existing off-campus customers, the projected demand for Four Corners and the assisted living project, all as adjusted to compensate for potential underestimating of demand.*

Section 2.1 of the Agreement addresses water supply service. Section 2.1(a) specifies that “Subject to the terms and condition of this Agreement, beginning on the Completion Date, CWC shall have and agrees to sell and supply to Customers in Mansfield on a 24 hour per day and 365 day per year basis **all Potable Water required to meet their demands**. CWC shall fulfill its obligation set forth in this Section in strict conformance with the Law.”

Furthermore, Section 3.2 addresses water supply planning and information sharing:

- Section 3.2(a): The Parties agree to cooperate in the timely exchange of reasonably available information including projected water supply and demand data, and related operations information to facilitate required water supply planning efforts, and to minimize over-estimation or under-estimation of infrastructure capacity needs by either Party.
- Section 3.2(b): The Parties agree to reasonably cooperate to provide information to facilitate the periodic revision of water supply plans, to give timely notice and information concerning anticipated capital projects likely to affect water supply or demand volumes, and to timely provide other information regarding identified changes to the water supply or demand characteristics that may affect the operations that are the subject of this Agreement.

- **Coordination.** *The Agreement should provide a process for coordination during the design and construction process that allows for PZC input on design decisions and includes regular status updates, particularly with regard to routing decisions, so that the Commission has sufficient time to react and adopt zoning regulations. These same provisions should be applied to any future system extensions.*

*CWC should also be advised that an Inland Wetlands License may be needed based on how and where the new transmission main is installed. Detailed plans should be submitted to the Town's Inland Wetlands Agent as early as possible in the design process to determine the extent of wetland impacts.*

Section 5 addresses Capital Improvements and System Development including the following provisions specific to coordination with the Town on design and construction issues:

- Section 5.3 Right of Review and Approval: The Town, its employees, agents, representatives and contractors (which may be selected in the Town's sole discretion) shall have the right, but no obligation, to review and approve those aspects of the design, engineering, materials and construction plans and specifications proposed by CWC for the Capital Improvements that relate to design, standards and conditions outlined in the ROD, provided that any such Town review and approval shall not be unreasonably delayed or withheld, and provided further that the Town will timely advise CWC if the Town intends not to undertake such review and/or such approval process.
  - Section 5.5 Easement and Rights of Way: CWC shall be solely responsible, at its cost and expense, for obtaining and maintaining all easements, rights-of-way or other access and entry authorizations required for CWC to perform its System Improvement obligations under this Agreement. The Town shall grant CWC such easements at no cost as are reasonably necessary for CWC to perform its obligations under this Agreement at locations accessed through land owned by the Town.
  - Section 5.6 Construction Activities Review and Meetings: The Town shall have the right but no obligation to observe and inspect all construction, start-up, inspection and testing activities related to the System Improvements at any reasonable time to confirm CWC's compliance with this Agreement. The Parties agree to establish a mutually acceptable schedule no less frequently than monthly for CWC to present progress reports to the Town. CWC shall reasonably address any good faith comments or concerns presented orally by the Town in the course of Town observation periods, inspections, progress report meetings, or in writing from the Town to CWC at any time.
- **Sewer System Construction.** *To minimize impacts and improve efficiency, the Agreement should stipulate that the Four Corners sewer project should be constructed concurrently with the water project. The same provision should be provided for any future water and sewer extension projects.*

Section 5.7 addresses coordination with sewer system construction: "The Parties agree to use Reasonable Efforts to coordinate the planning and timing of new water main construction with sewer installation or other Town road work planned for the same area."

- **Fire Suppression.** The Agreement should require installation of fire hydrants along the entire length of the water main in Mansfield at appropriate locations as determined by the Mansfield Fire Department.

While installation of hydrants is not specifically mentioned, it is anticipated that the location of fire hydrants will be determined as part of the design and construction coordination process outlined above. The Agreement does contain a definition of “Fire Protection Charges.”

### **SUMMARY/RECOMMENDATION**

If the Commission is satisfied that the Agreement has adequately responded to the concerns outlined by the Commission in the fall of 2013, the following motion would be in order:

**\_\_\_\_\_ MOVES, \_\_\_\_\_ seconds to authorize the Chair to report to the Town Council that the terms contained in the draft Definitive Agreement between Connecticut Water Company and the Town of Mansfield sufficiently address the concerns raised by the Commission in its September 2013 memo.**

Alternatively, if the Commission feels that changes to the Agreement are needed, the following motion would be in order:

**\_\_\_\_\_ MOVES, \_\_\_\_\_ seconds to authorize the Chair to report to the Town Council that the terms contained in the draft Definitive Agreement between Connecticut Water Company and the Town of Mansfield sufficiently address the concerns raised by the Commission in its September 2013 memo provided the following issues are addressed:**

- **(Itemize issues to be addressed)**

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

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LINDA M. PAINTER, AICP, DIRECTOR

**Memo to:** Planning and Zoning Commission  
**From:** Linda M. Painter, AICP, Director of Planning and Development  
**Date:** **January 2, 2014**  
**Subject:** **Pre-Application Reviews**

As discussed in December, Section 7-159b authorizes the Commission to conduct pre-application meetings on land use projects, the results of which are not binding on either the Commission or the applicant:

***Sec. 7-159b. Preapplication review of use of property.** Notwithstanding any other provision of the general statutes, prior to the submission of an application for use of property under chapters 124, 126, 440 and 541 or any other provision of the general statutes authorizing an authority, commission, department or agency of a municipality to issue a permit or approval for use of such property, such authority, commission, department or agency or authorized agent thereof may separately, jointly, or in any combination, conduct a preapplication review of a proposed project with the applicant at the applicant's request. Such preapplication review and any results or information obtained from it may not be appealed under any provision of the general statutes, and shall not be binding on the applicant or any authority, commission, department, agency or other official having jurisdiction to review the proposed project.*

Based on the previous Commission discussion on this issue, I asked for input from other communities on how the pre-application process works for them. The response I received was positive from planners who currently use the process in their communities; generally those who use it find it to be productive and result in better applications. The following summarizes ways in which communities have implemented the pre-application process.

- **Application Forms.** Some communities require applicants to sign a form agreeing to the terms of Section 7-159b of the Statutes. (Manchester, Westport, Canton)
- **Pre-Application Review Procedures.** Some communities have formalized the pre-application process through the adoption of specific guidelines, such as the Towns of Granby and Westport. Other communities have taken it a step further by incorporating the pre-application process into their zoning regulations (Ridgefield) or subdivision regulations (Windsor). I have attached copies of specific guidelines used by other communities as a starting point for discussion.
- **Information.** For those communities that have formalized the process, they typically require a written project summary/description and concept plans. One planner noted that the more

specific information provided by an applicant, the better the feedback provided by the Commission. Some communities specifically note that the Commission has the ability to request additional information as part of the pre-application process.

- **Introductory Statements.** Some communities introduce a pre-application discussion with a specific statement that quotes from Section 7-159b of the Statutes to clearly note for everyone present that nothing in the review is subject to appeal and that review comments are not binding on the applicant or the Commission. (Lebanon, Windsor)
- **Timeframes.** Some communities set time limits in their policies for the discussion (Granby); others leave time limits to the discretion of the Chair (Lebanon). In the case of Granby, they developed guidelines after becoming frustrated with discussing the same project at multiple meetings. However, the planner from Lebanon indicated it was not unusual for a discussion to be continued to additional meetings. The key for both towns is that ultimately the Commission has the discretion to determine how much time they want to devote to a pre-application discussion.
- **Discussion Parameters.** It doesn't appear that most communities have established any kind of parameters with regard to what they will/will not discuss during a pre-application review. However, planners did note that they discourage their Commissioners from making definitive or prejudicial remarks during the discussion. Participation by alternates in the discussion varies; some only allow alternate discussion if seated; others allow if conducted as part of a workshop, not a regular meeting.
- **Public Participation.** As these are not considered public hearings, most communities do not specifically include a public participation element as part of pre-application reviews. Some consider it on a case-by-case basis at the discretion of the chair/commission (Granby).

In addition to the above synopsis, I learned that the Tolland PZC will be having three pre-application discussions at their January 13<sup>th</sup> meeting. Unfortunately, I will be at the Town Council meeting and am unable to attend. However, if there are any members interested in attending to see how the process works, I will be happy to get the time and location of the meeting for you.

# TOWN OF GRANBY

## PRE-APPLICATION REVIEW PROCEDURE GRANBY PLANNING & ZONING COMMISSION

### Purposes for Pre-Application Review

- To provide an opportunity for property owners or their agent to explore ideas for subdivision, site development, special permit, commercial, multi-family or mixed use projects with the representatives of the Planning and Zoning Commission and receive comments on potential applications so that the ideas of the P&Z Commission can be considered prior to formal applications being submitted.
- To reduce expenses incurred by applicants in the approval process when significant changes are being proposed.
- To reduce the time spent on applications at Planning and Zoning Commission hearings.

### Pre-Application Procedures

- Any property owner or their agent may request a pre-application review in writing from the Director of Community Development. There is no obligation to request a review.
- At the Director of Community Development's discretion, and based on the anticipated length of agendas, a pre-application review will be scheduled.
- Pre-application reviews will typically be held after any scheduled public hearing, under New Business.
- Reviews will be limited to 20 minutes except at the discretion of the Commission.
- The agenda item will read: The Commission will conduct a nonbinding pre-application for the following item (either property address or some other appropriate identifier).
- Each review will be open to the public to observe. Public comment may be permitted at the discretion of the Commission.
- At a minimum a summary of the project must be submitted. Any drawings, plans or maps that would be helpful for understanding the matter are also encouraged. Drawings related to proposed FRD developments, together with conventional layouts are particularly useful as are potential proposals where waivers are being contemplated. Materials must be submitted to the Director of Community development at least one week in advance of the pre-application meeting.
- Planning & Zoning Commission members attending may give their own opinions.
- The Commission shall not normally hold more than one pre-application review on the same matter.

### Results and Interpretation of the Pre-Application Review

The property owner or agent requesting and attending the pre-application review is expected to arrive at their own interpretation of the comments made by the individual Commission members.

The property owner or agent is referred to CGS Section 7-159b, Pre-application review of use of property. This Section of the Connecticut General Statutes states in part that:

A pre-application review and any results or information obtained from it may not be appealed under any provision of the general statutes, and shall not be binding on the applicant or any authority, commission, department, agency or other official having jurisdiction to review the proposed project.

## TOWN OF RIDGEFIELD

### PRE-SUBMISSION CONCEPT (PZC)

1. A prospective applicant may prepare and submit a pre-submission concept for informal presentation to the Commission.
2. Such pre-submission concept submission shall, at a minimum, include the following:
  - a. A plan providing sufficient information for the Commission to visualize how the proposed use or development might be configured and to identify the location of significant natural features (wetlands, watercourses, steep slopes, flood plain) and other relevant information; and
  - b. A one-page summary of the issue the Commission is being asked to address.
3. The Commission may allow an informal presentation by the prospective applicant.
4. The Commission may informally review the pre-submission concept for general conformance with these Regulations and may request additional information where deemed necessary.
5. A pre-submission concept shall be considered only informational and advisory in nature and no development rights shall attach to the review or consideration of any pre-application concept.
6. Such review shall not be binding on the applicant or the Commission.
7. In accordance with PA 03-184 (codified as §7-159b in the Connecticut State Statutes), such review and any results or information obtained from it may not be appealed under any provision of the Connecticut General Statutes.
8. A pre-submission concept shall be placed on file in the Planning and Zoning Office.

#### **Pre-Submission Concept Review (Commission)**

For particularly large or involved concepts, potential applicants are encouraged to consider a pre-submission concept review at the early stages of project conception in order to facilitate the preparation and processing of a subsequent application.

The Planning Director may also recommend a pre-submission concept review.

## TOWN OF WINDSOR

### **From Citizens Guide:**

#### Pre-Application Scrutiny

Pre-application scrutiny allows a potential future applicant to make a non-binding, informal presentation to the [Town Planning and Zoning Commission](#) (TPZC) to determine the feasibility of a project prior to making the financial commitment of preparing and submitting an application. Under [CGS Section 7-159b](#), commissioners can speak freely about a proposed project without prejudging a potential future application, but should not make prejudicial remarks nonetheless. While the public is welcome to attend the pre-application scrutiny of a project, there is generally no opportunity for public input during this portion of the meeting

### **From Subdivision Regulations:**

#### 5.2.12

#### Pre-Application Scrutiny

##### A

A prospective applicant may request a pre-application review of a proposed subdivision plan by the Commission to determine if the street layout, or any other aspect of the proposed development, meets the requirements of these Regulations, or to ask for consideration of a waiver of a requirement.

##### B

An applicant is also encouraged to discuss any requirement of these Regulations with an appropriate member of the Town staff before the preparation of subdivision plans.

##### C

The submission of pre-application plans to the Commission shall not constitute an application for subdivision approval. In accordance with CGS Section 7-159b, any comments, or information obtained by pre-application scrutiny cannot be appealed under any provision of the Connecticut General Statutes, and shall not be binding upon, nor constitute prejudice by, the prospective applicant, the Commission, or Town staff.

# PRE-APPLICATION REVIEW PROCEDURE

## WESTPORT PLANNING & ZONING COMMISSION

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### Purposes for Pre-Application Review:

- *To provide* an opportunity for property owners and tenants to explore ideas for special permit, commercial, multi-family or mixed use projects with the representatives of the P&Z Commission and receive comments on potential applications so that the ideas of the P&Z Commission can be considered prior to formal applications being submitted.
- *To reduce* applicants expenses in the approval process when major changes are being proposed.
- *To reduce* the time spent on applications at P&Z Commission hearings.

### Pre-Application Procedures:

- Any property owner or commercial tenant with a proposal for a commercial, multi-family residential or mixed use project in a non-residential zone or special permit project in any zone may request a pre-application review in writing from the P&Z Director. There is no obligation to request a review.
- At the P&Z Director's discretion, a pre-application review will be scheduled.
- Pre-application reviews will be held during the first hour of the P&Z Commission's scheduled work session each month.
- Reviews will be limited to 20 minutes except at the discretion of the Commission.
- Public Notice shall consist of the following statement: The Commission will conduct nonbinding pre-applications for the following items (either property address or some other appropriate identifier).
- Each review will be open to the public to observe but not to comment.
- Meetings will be recorded in accordance with the Freedom of Information Act. The only official record will be a notation in the minutes that a pre-application hearing on the property address or addresses was held.
- At a minimum a summary of the project must be submitted. Additionally, any drawings, plans or maps would be helpful for understanding. Materials must be submitted at least one week in advance of the pre-application meeting.
- Staff will keep a list of attendees, location and nature of the proposal, and any materials the pre-applicant presents and/or volunteers to leave.
- P&Z Commission members attending will give their own opinions.
- Minutes shall consist of the actions only as follows: "The Commission met on XXXX and conducted a nonbinding pre-application review of an application for affordable housing, etc. (state what the application was) for property located at XXXXXXXX. The attendees were....."

**Note:**

According to (Sec. 7-159b) of the Connecticut General Statutes, neither any plans or ideas presented by any property owner or commercial tenant , nor the comments made by any P& Z Commissioner at the PAR are binding in the event an application is later made.

Accordingly we should have a simple form that the applicant signs prior to the meeting acknowledging the non-binding nature of the discussion with the proper quotation from (Sec.7-159b).

In addition, the non-binding nature of the dialogue should be acknowledged by the meeting Chair in the opening remarks for each session.

The following segment from the CGS should be noted on a form signed by the applicant prior to any pre-application review:

This pre-application review is being held at the applicant’s request in accordance with Connecticut General Statutes (Sec. 7-159b). Therefore, any comments, thoughts, ideas, or opinions provided by Commission members are non-binding in all respects. Specifically, (Sec. 7-159b) of the Connecticut General Statutes notes that a “Pre-application review and any results or information obtained from it may not be appealed under any provision of the general statutes, and shall not be binding on the applicant or any authority, commission, department, agency or other official having jurisdiction to review the proposed project.”

**Print Name:** \_\_\_\_\_ **Daytime Tel #:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date Submitted:** \_\_\_\_\_

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

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LINDA M. PAINTER, AICP, DIRECTOR

**Memo to:** Planning and Zoning Commission  
**Copy to:** Conservation Commission  
**From:** Linda M. Painter, AICP, Director of Planning and Development  
**Date:** **January 2, 2014**  
**Subject:** **UCONN Main Accumulation Area Environmental Impact Evaluation (EIE)**

The University of Connecticut has completed an Environmental Impact Evaluation for the relocation of the existing Main Accumulation Area (MAA). The current facility is located on Horsebarn Hill and is more commonly referred to as the hazardous waste storage facility. The Conservation Commission has advocated for relocation of this facility for many years due to environmental concerns with the current site.

In 2012, UCONN convened an Advisory Committee to review potential relocation sites. Chief Dagon and I both served on the Advisory Committee and participated in ranking each of the sites considered. After reviewing several different factors including potential impacts on the natural environment, transportation, land use and public safety, the Committee identified a site on the west side of North Hillside Road behind the tennis courts (Parcel G) as the preferred location for this facility (see attached map).

In November 2013, UCONN published the official Environmental Impact Evaluation (EIE) for the proposed relocation of the facility. A copy of the executive summary is attached for your review; the full report can be found at <http://www.envpolicy.uconn.edu/UConn%20MAA%20EIE%2011-19-13.pdf>. The EIE supports the Committee's recommendation and identifies Parcel G as the preferred alternative. A public hearing on the EIE is being held on Wednesday, January 8, 2014 at 7:00 pm. Comments on the EIE must be submitted to UCONN by January 19, 2014.

If the Commission concurs with the conclusion of the EIE, staff recommends the following motion:

**\_\_\_\_\_ MOVES, \_\_\_\_\_ seconds to authorize the Chair to sign a letter of support issued jointly by the Town Council and Planning and Zoning Commission supporting the relocation of the Main Accumulation Area facility to Parcel G and encouraging the University to fund and implement the relocation as quickly as possible.**



## Executive Summary

The University of Connecticut (University or UConn) proposes to construct a new centralized facility for the temporary storage of chemical, biological, and low-level radioactive wastes from the University's academic research and teaching laboratories and facility operations on the Storrs campus. The University's existing facility, known as the Main Accumulation Area (MAA), is currently located on Horsebarn Hill Road at the eastern limit of the campus (*Figure ES-1*). The proposed location for a new, upgraded MAA is on an area of the North Campus referred to as "Parcel G."

The University, as the sponsoring agency for this project, has prepared an Environmental Impact Evaluation (EIE) pursuant to the Connecticut Environmental Policy Act (CEPA) to further evaluate the potential environmental impacts of construction of a new MAA on North Campus Parcel G.

The Proposed Action consists of constructing a new MAA facility on the western portion of the North Campus Parcel G site, a wooded area located between the existing tennis courts along North Hillside Road and the former landfill parking lot, referred to as the "C Lot" (*Figure ES-2*). The site is also bounded on the west by an overhead electrical utility corridor and by the multi-purpose Celeron Trail to the south. The proposed facility would be accessed from North Hillside Road and the C Lot Driveway.

The proposed facility is anticipated to consist of an enclosed, building with state-of-the-art waste storage and handling areas. The proposed building would have an approximately 5,800 square foot footprint and would require an approximately 0.75-acre development footprint for sufficient vehicle circulation and parking.

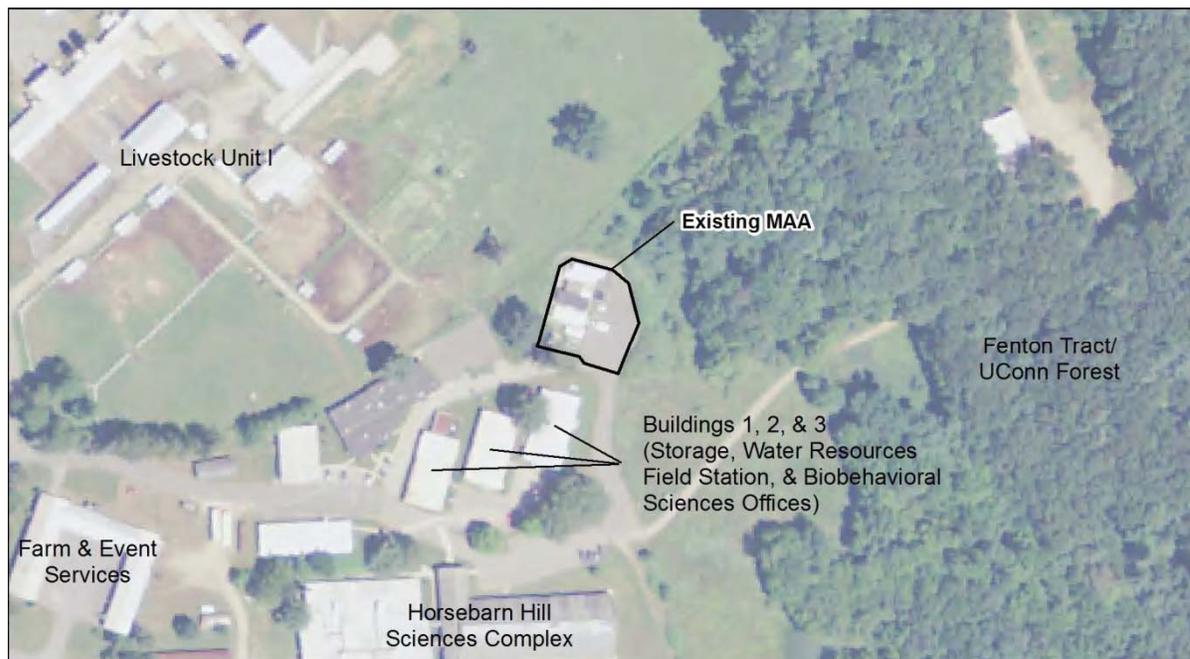


Figure ES-1. Location of Existing Main Accumulation Area



**Figure ES-2. Location of Proposed Main Accumulation Area**

The purpose of the Proposed Action is to address three identified needs: (1) public concern about the location of the existing facility within a public drinking water supply watershed, (2) more efficient use of space compared to that of the existing MAA facility, and (3) future waste generation and storage on the Storrs campus.

The University conducted a siting study in 2012 to identify and evaluate potential sites on the Storrs campus for an upgraded MAA. The 2012 siting study was led by an Advisory Committee consisting of representatives from the Town of Mansfield, Windham Water Works, local watershed organizations, the Connecticut Institute of Water Resources, and University of Connecticut staff from Public Safety, Environmental Policy, and Residential Life.

The UConn Office of Environmental Policy, working closely with the Siting Advisory Committee, University staff, and its consultant, identified and evaluated the alternative sites shown in *Figure ES-3* with respect to physical site constraints (e.g., slopes, wetlands, and soils), public health issues, public safety, and University planning initiatives.

1. **No Action** – The No Action alternative assumes continued use of the existing MAA in its current location, without modification. The facility would continue to operate with the existing structures, facility layout, and operational procedures.
2. **New MAA at the Existing Site** – Under this alternative, the existing MAA would be closed and decommissioned, and a building with an approximately 5,800 square foot footprint would be constructed on the existing site. The overall site footprint would be expanded to approximately 0.75 acres to allow adequate vehicle circulation and parking.

### 3. North Campus Parcel G Site (Proposed Action)

4. **F Lot Site** – The UConn F Lot is located north of North Eagleville Road and west of LeDoyt Road, situated adjacent to an electrical substation and near the UConn Public Safety complex. The proposed MAA would be located in the southeast corner of the parking lot, outside of the limits of the former ash landfill that underlies a large portion of the F Lot.
5. **W Lot Site** – The W Lot is located near the northern gateway entrance to the Storrs campus, west of Route 195 and north of Husky Village. The proposed MAA would be located in the northwest corner of the parking lot. Access to the site would be from the existing W Lot entrance along Route 195, across from the northern leg of Horsebarn Hill Road.
6. **North of Transfer Station Site** – This site is located north of the UConn Water Pollution Control Facility and solid waste transfer station, east of the Connecticut Light & Power (CL&P) electrical utility corridor, and south of the Celeron Trail.

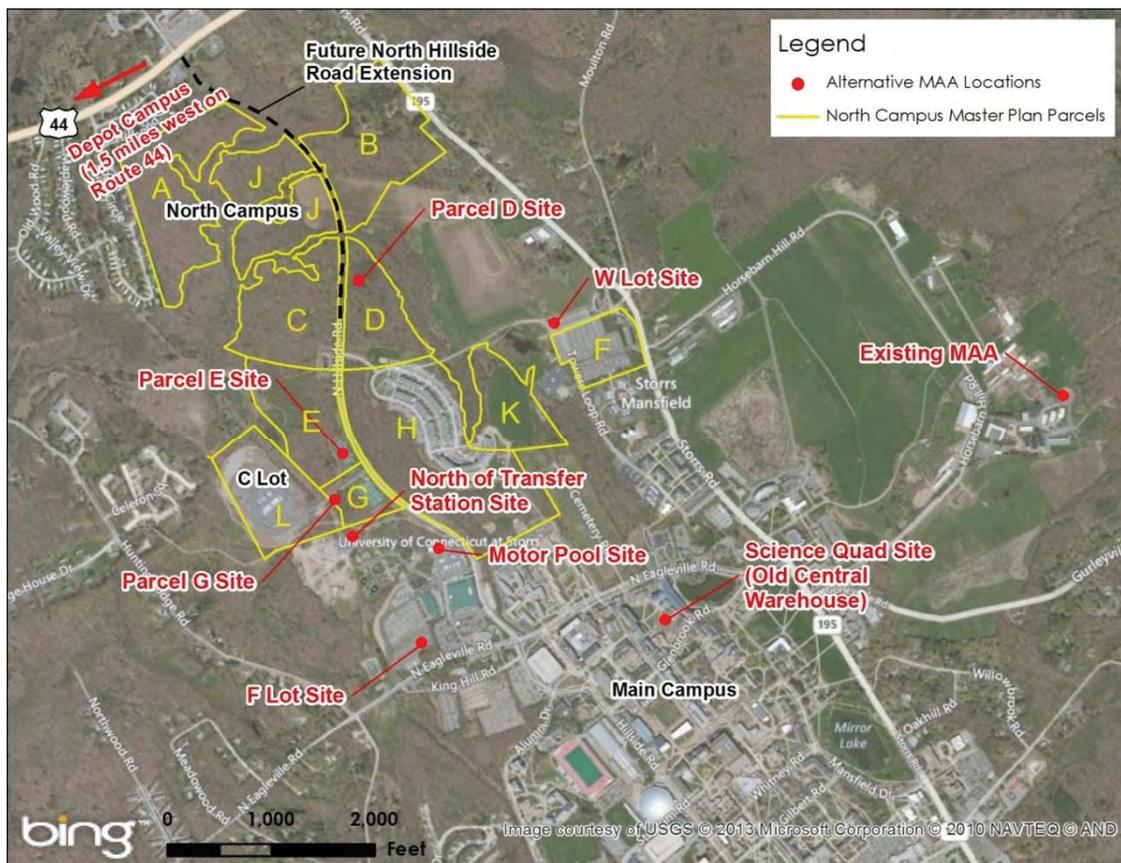


Figure ES-3. Alternative MAA Locations

A scoring matrix was developed in conjunction with the Advisory Committee as a semi-quantitative, multi-attribute rating and ranking tool designed to assist the Advisory Committee identify a ranked list of preferred sites. The evaluation criteria included consideration of ecological resources, public health, public water supplies, public safety/security and accessibility, land use and consistency with land use planning, cost and regulatory considerations, and traffic safety and circulation.

The North Campus Parcel G site was the highest-rated site overall, and was individually scored as the highest-rated site by 10 of the 11 Advisory Committee members. The lowest-rated site was the existing MAA facility location, i.e. the No Action alternative receiving the lowest overall score.

Based on the anticipated environmental impacts of the alternatives considered, a new MAA facility constructed on North Campus Parcel G is the preferred alternative evaluated in the subject EIE.

The Proposed Action would result in minor impacts to vehicle and pedestrian traffic on campus, loss of fragmented upland forest habitat, and minor increases in energy and utility usage. Potential construction-related impacts include temporary impacts to vehicle and pedestrian traffic, air quality, noise, hazardous materials and solid waste, and stormwater. Anticipated impacts and proposed mitigation measures to avoid, minimize, or offset potential adverse impacts are summarized in *Table ES-1*.

**Table ES-1. Summary of Impacts and Proposed Mitigation**

Resource Category	Impacts	Proposed Mitigation
Traffic, Parking, and Circulation	<ul style="list-style-type: none"> <li>• Improved vehicle circulation, maneuverability, parking, and access/egress compared to that of the existing facility</li> <li>• Minor increases in traffic and potential for truck/pedestrian conflicts along waste shipment routes resulting from redistribution of existing traffic associated with EH&amp;S and commercial waste transport vehicles traveling to and from the MAA</li> <li>• Larger, state-of-the art facility with greater waste storage capacity will address existing and future waste generation on campus, resulting in less frequent waste shipments from the MAA, less commercial waste transport vehicle traffic and potential for vehicle/pedestrian conflicts, and less frequent handling of wastes compared to No Action alternative</li> </ul>	<ul style="list-style-type: none"> <li>• Restrictions on the timing of waste shipments and allowable truck routes to avoid periods and locations of high pedestrian activity on campus</li> </ul>
Air Quality	<ul style="list-style-type: none"> <li>• No adverse impacts</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
Noise	<ul style="list-style-type: none"> <li>• No adverse impacts</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>

**Table ES-1. Summary of Impacts and Proposed Mitigation**

Resource Category	Impacts	Proposed Mitigation
Water Resources	<ul style="list-style-type: none"> <li>No adverse impacts to surface water and groundwater quality or quantity</li> <li>No adverse impacts to flood hazard potential</li> <li>Increase in stormwater runoff and potential stormwater pollutant loading</li> </ul>	<ul style="list-style-type: none"> <li>Proposed stormwater management and facility design elements will reduce the potential for impacts associated with a release of chemicals or other hazardous materials to the environment (see <i>Utilities and Services</i>)</li> </ul>
Wetlands and Watercourses	<ul style="list-style-type: none"> <li>No adverse impacts</li> </ul>	<ul style="list-style-type: none"> <li>Proposed stormwater management and facility design elements will reduce the potential for impacts associated with a release of chemicals or other hazardous materials to the environment (see <i>Utilities and Services</i>)</li> </ul>
Wildlife and Vegetation	<ul style="list-style-type: none"> <li>No adverse impacts</li> <li>Loss of approximately 0.75 acres of fragmented upland forest habitat</li> </ul>	<ul style="list-style-type: none"> <li>Proposed stormwater management and facility design elements will reduce the potential for impacts associated with a release of chemicals or other hazardous materials to the environment (see <i>Utilities and Services</i>)</li> </ul>
Cultural Resources	<ul style="list-style-type: none"> <li>Parcel G contains potential areas of prehistoric value</li> </ul>	<ul style="list-style-type: none"> <li>Additional cultural resource investigation of Parcel G (Phase 1B Archaeological Reconnaissance Survey) prior to development and coordinate with the State Historic Preservation Office (SHPO) and the Tribal Historic Preservation Officers (THPOs) of the Mashantucket Pequot and Mohegan Tribes to ensure that historic, archaeological, and cultural resources are protected</li> </ul>
Visual and Aesthetic Character	<ul style="list-style-type: none"> <li>No adverse impacts</li> </ul>	<ul style="list-style-type: none"> <li>None required</li> </ul>
Geology, Topography, and Soils	<ul style="list-style-type: none"> <li>No adverse impacts</li> </ul>	<ul style="list-style-type: none"> <li>Proposed facility design elements will reduce the potential for subsurface impacts associated with a release of chemicals or other hazardous materials to the environment (see <i>Hazardous Materials</i>)</li> </ul>

**Table ES-1. Summary of Impacts and Proposed Mitigation**

Resource Category	Impacts	Proposed Mitigation
Utilities and Services	<ul style="list-style-type: none"> <li>• Adequate utility capacity is available</li> <li>• The creation of impervious surfaces will cause increased stormwater runoff</li> </ul>	<ul style="list-style-type: none"> <li>• Non-structural source controls and pollution prevention measures (parking lot sweeping, catch basin cleaning, drainage system and stormwater treatment system operation and maintenance, etc.)</li> <li>• LID approaches such as drywells, rain gardens, vegetated swales, and other infiltration techniques to infiltrate runoff from the building roof and sidewalks or paved areas where regulated wastes will not be handled</li> <li>• Runoff from loading areas or other locations where regulated wastes are handled will be directed to a stormwater collection system that can be effectively closed in the event of a spill. Such facilities will incorporate shut-off valves, impermeable liners, or other similar design features to reduce the potential for a release to the environment.</li> <li>• Management strategies to reduce stormwater bacteria concentrations including filtration practices such as lined and underdrained bioretention systems or subsurface sand filters</li> <li>• The facility design will incorporate spill containment measures to provide secondary and tertiary containment for regulated waste storage and handling areas, state-of-the-art security systems, and required training, inspections, and a contingency planning to meet applicable state and federal regulatory requirements</li> <li>• The design will consider the Campus Sustainable Design Guidelines, which include specific measures for reduction of energy consumption on new construction projects on campus</li> </ul>
Public Health and Safety	<ul style="list-style-type: none"> <li>• Sufficient public safety and emergency services are currently available to address the needs of the MAA</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>

**Table ES-1. Summary of Impacts and Proposed Mitigation**

Resource Category	Impacts	Proposed Mitigation
Hazardous Materials	<ul style="list-style-type: none"> <li>• Larger, state-of-the art facility with greater waste storage capacity will address existing and future waste generation on campus, resulting in less frequent waste shipments from the MAA, less commercial waste transport vehicle traffic and potential for vehicle/pedestrian conflicts, and less frequent handling of wastes compared to No Action alternative</li> <li>• No adverse impacts related to toxic or hazardous waste sites</li> </ul>	<ul style="list-style-type: none"> <li>• Facility design and operation will incorporate secondary and tertiary spill containment for regulated waste storage and handling areas, state-of-the-art security systems, required training and inspections, and contingency planning to meet applicable state and federal regulatory requirements for safe operation of the facility.</li> <li>• Use of “green chemistry” techniques and waste minimization at the point of generation will reduce or offset anticipated future increases in waste generation on campus.</li> </ul>
Socioeconomics	<ul style="list-style-type: none"> <li>• No adverse impacts</li> <li>• Creation of short-term construction jobs</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
Land Use and Planning	<ul style="list-style-type: none"> <li>• No adverse impacts - Proposed Action is consistent with existing land use and campus, local, regional, and state land use plans</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<b>Construction Period</b>		
Traffic, Parking, and Circulation	<ul style="list-style-type: none"> <li>• Minor, temporary disruptions to traffic in the immediate area of construction</li> </ul>	<ul style="list-style-type: none"> <li>• Use of construction-phase traffic management measures to maintain efficient traffic operations during the construction period including construction phasing to minimize disruptions to traffic, signage, and detours.</li> </ul>
Air Quality	<ul style="list-style-type: none"> <li>• Construction activities may result in short-term impacts to ambient air quality due to direct emissions from construction equipment and fugitive dust emissions</li> </ul>	<ul style="list-style-type: none"> <li>• Contractors will be required to comply with air pollution control requirements in UConn <i>Environmental, Health, and Safety Policies, Regulations, and Rules for Construction, Service, and Maintenance Contractors</i>, including reference to such requirements in contract documents.</li> <li>• Ensure proper operation and maintenance of construction equipment.</li> <li>• Limit idling of construction vehicles and equipment to three minutes.</li> <li>• Implement traffic management measures during construction.</li> <li>• Implement appropriate controls to prevent the generation and mobilization of dust.</li> </ul>

**Table ES-1. Summary of Impacts and Proposed Mitigation**

Resource Category	Impacts	Proposed Mitigation
Noise	<ul style="list-style-type: none"> <li>Heavy construction equipment associated with site development may result in temporary increases in noise levels in the immediate area of construction</li> </ul>	<ul style="list-style-type: none"> <li>Contractors will be required to comply with noise control requirements in UConn <i>Environmental, Health, and Safety Policies, Regulations, and Rules for Construction, Service, and Maintenance Contractors</i>, including reference to such requirements in contract documents.</li> <li>Ensure proper operation and maintenance of construction equipment.</li> <li>Construction contractors should make every reasonable effort to limit construction noise impacts.</li> </ul>
Stormwater and Water Quality	<ul style="list-style-type: none"> <li>Exposure of soil increases potential for erosion and sedimentation</li> </ul>	<ul style="list-style-type: none"> <li>Use of appropriate erosion and sediment controls during construction, consistent with the <i>2002 Connecticut Guidelines for Soil Erosion and Sediment Control</i>, as amended.</li> </ul>
Hazardous Materials and Solid Waste	<ul style="list-style-type: none"> <li>Temporary on-site storage and use of fuels and other materials associated with construction vehicles and equipment</li> <li>Asbestos-containing materials, lead-based paint or other hazardous materials associated with closure of the existing MAA facility</li> <li>Generation of solid waste including construction and demolition debris</li> </ul>	<ul style="list-style-type: none"> <li>Contractors will be required to comply with requirements for construction-related hazardous materials and solid waste in UConn <i>Environmental, Health, and Safety Policies, Regulations, and Rules for Construction, Service, and Maintenance Contractors</i>, including reference to such requirements in contract documents.</li> <li>Hazardous or regulated materials or subsurface contamination encountered during construction will be characterized and disposed of in accordance with applicable state and federal regulations.</li> <li>UConn will follow CTDEEP guidance for closure and decommissioning of the existing MAA, including removal of the existing structures and equipment, site characterization for any residual contamination, and associated cleanup. UConn will also follow applicable closure and decommissioning requirements of the Nuclear Regulatory Commission.</li> <li>Construction-related solid waste will be handled and disposed of in a manner that meets current regulations and University standards. Construction and demolition debris will be managed in accordance with applicable state and federal regulations and the University's contractor policies.</li> </ul>

The following certificates, permits, and approvals are anticipated to be required for the Proposed Action. Additional certificates, permits, and approvals may be identified following the CEPA process, pending the final design of the project.

- CTDEEP Flood Management Certification – required for activities affecting natural or man-made drainage facilities
- CTDEEP General Permit for Discharge of Stormwater and Dewatering Wastewater Associated with Construction Activities – registration required if total site disturbance exceeds 1 acre
- Coordination with the State Historic Preservation Office (SHPO) and Tribal Historic Preservation Officers (THPOs) of the Mashantucket Pequot and Mohegan Tribes – required as a mitigation commitment in the Record of Decision for the North Hillside Road Extension EIS

The following permits have been issued or are pending for the proposed extension of North Hillside Road and associated development of the North Campus for the UConn Technology Park, including Parcel G, the site of the Proposed Action:

- CTDEEP Flood Management Certification (FM-201205381)
- CTDEEP Inland Wetlands & Watercourses, Water Quality Certification, and Water Diversion Permit (IW-201205383, WQC- 201205382, DIV- 201205385, Draft)
- United States Army Corps of Engineers Section 404 Individual Permit (File No. NAE-2004-3990, Permit Pending)

A scoping notice for the subject project appeared in the April 16, 2013 edition of the *Environmental Monitor* (*Appendix A*), beginning the 30-day scoping period. The scoping period ended on May 16, 2013. During the scoping period, a public scoping meeting was held on the UConn campus on May 1, 2013. Public oral comments were received during the public meeting from four Town of Mansfield residents. A summary of comments made at the public scoping meeting and copies of written comment letters received during the scoping period are provided in *Appendix A* of the subject EIE.

Formal notice of the availability of this EIE has been published in the *Hartford Courant*, the *Willimantic Chronicle*, and in the *Environmental Monitor*. An electronic copy of this document was also made available on the UConn Office of Environmental Policy website. The document was sent to the appropriate State agencies and the Town of Mansfield for review and comment.

# TOWN OF MANSFIELD



Elizabeth Paterson, Mayor

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3336  
Fax: (860) 429-6863

January 13, 2014

Mr. Jason Coite  
UConn Office of Environmental Policy  
31 LeDoyt Road, U-3055  
Storrs, Connecticut 06269

**Subject: Main Accumulation Area Environmental Impact Evaluation (EIE)**

Dear Mr. Coite:

Thank you for the opportunity to review and comment on the Environmental Impact Evaluation (EIE) for the relocation of the Main Accumulation Area (MAA). As you know, the current facility is located in close proximity to the Level A Aquifer Protection Area for the University's Fenton River wellfields and is within the watershed for the Willimantic Reservoir, which is the source of the public drinking water supplied by Windham Water Works to Windham and southern Mansfield. The potential for contamination of this critical natural resource has been a significant cause of concern for town residents and agencies for many years.

The efforts of the MAA Advisory Group, university staff and consultants have resulted in a clearly superior location for the MAA that minimizes the potential environmental and public safety impacts of the facility. As such, the Town strongly supports relocation of the facility to Parcel G of the new Technology Park as recommended in the November 19, 2013 EIE. We are hopeful that the successful completion of this EIE will lead to the relocation of the facility within the next one to two years, particularly given past efforts that have resulted in no action. To this end, we encourage the University to dedicate the necessary financial resources to ensure the implementation of the EIE preferred alternative.

Thank you for providing us with the opportunity to participate throughout this process. If there is any way that we can be of assistance in the implementation of this project, please contact Matthew Hart, Town Manager.

Sincerely,

Elizabeth Paterson  
Mayor

JoAnn Goodwin  
Chair, Mansfield Planning and Zoning Commission

Cc: Town Council  
Planning and Zoning Commission  
Conservation Commission  
President Herbst  
Michael Kirk, Deputy Chief of Staff  
Richard Miller, Director of Environmental Policy

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

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LINDA M. PAINTER, AICP, DIRECTOR

**Memo to:** Planning and Zoning Commission  
**From:** Linda M. Painter, AICP, Director of Planning and Development  
**Date:** **Thursday, January 09, 2014**  
**Subject:** Appointment of an Acting Zoning Agent

In the case of extended absences of the Zoning Agent due to illness or vacation it is important to keep the review and approval of Zoning Permits and Building Permits in motion to allow projects to begin and/or continue. Historically, the Director of Planning and Development has acted during these absences as the Deputy Zoning Agent to facilitate this process. Due to an extended medical leave for Curt Hirsch, Zoning Agent, additional assistance is needed. The motion below would authorize Gregory J. Padick, former Director of Planning, to review, approve/deny and sign any necessary permits, complete inspections and approve certificates of zoning compliance, and process enforcement actions until the Zoning Agent is authorized to return to work.

The following motion has been drafted for the PZC's consideration:

**That the Planning and Zoning Commission appoint Gregory J. Padick as a duly authorized Acting Zoning Agent until the Zoning Agent is authorized to return to work.**