



MEETING NOTICE AND AGENDA

ZONING FOCUS GROUP MEETING

Special Meeting

Thursday, July 21, 2016

9:00 am

**Conference Room B, Audrey P. Beck Municipal Building
4 South Eagleville Road**

- I. Call to Order
- II. Minutes
 - a. March 16, 2016
- III. Review of: Proposed Multi Family Housing Approach
- IV. Public Comment
- V. Next steps/Meeting Date
- VI. Adjourn



Mansfield Tomorrow

OUR PLAN ► OUR FUTURE

ZONING FOCUS GROUP MEETING

Special Meeting

Wednesday, March 16, 2016 | 8:30 A.M.

Conference Room B
Audrey P. Beck Municipal Building
4 South Eagleville Road

DRAFT Minutes

- I. **Call to order**- The meeting was called to order at 8:30 a.m. The following were present: Booth, Pelletier (Zoning Focus Group members), Painter, Kaufman, and Mullen.
- II. **Minutes of March 7, 2015 meeting**- They were reviewed by the group and approved by consensus.
- III. **Review of Draft Modifications to Existing Regulations**

Alison Hilding's comments submitted on 3/16/2016 (attached) were handed out to the members and reviewed.

 - A. Alcohol--Painter distributed draft regulations that are based on direction received from the Commission.
Booth suggested that neighbors would want at least 100 ft setback from residents. Mullen questions the legality of this since people with smaller lots would have less area to work in.
- IV. Public Comment-None
- V. Next Steps/Meeting Date-Next meeting has not been scheduled, but will be once substantial progress has been made on multifamily development.
- VI. **Adjourn**- Meeting adjourned at 8:57 pm.

Jennifer S. Kaufman

From: Alison Hilding <aahilding@gmail.com>
Sent: Wednesday, March 16, 2016 8:30 AM
To: Jennifer S. Kaufman
Subject: storm water regs

Jennifer,

I am planning to come this morning but just in case my driver does not show up I would like the following comments included in the record in response to the staff's remarks that were made at the last meeting regarding my 3/7/16 email on the storm water regs, and more specifically the proposed concept of "a menu of choices" without specificity in performance standards with regard to the geography in which these take place, ie steep slopes, flat land, rocky soil, high water table, or shallow to bedrock:

Too many choices may appear good but without specific guidance on what these really mean, the choices are meaningless. Having choice is good but having choices that are undefined is not good. What are the precise meanings of each stormwater choice? How should each choice be applied and under what circumstances? Where on the property should each choice be applied and under what circumstances? Without specificity, these choices assume an understanding about the principles of stormwater mgt that does not exist within the general public or construction worker. To make this section work, the town planner needs to provide more details of when and where these choices make sense. For example, sheet flow of stormwater is a great idea to avoid erosion but will not work on steep slopes. Similarly, detention and retention ponds will be extremely challenging to implement on flat land with a high groundwater table.

Perhaps a storm water booklet that gives guidance on how to implement these options would be beneficial if they are all personal selections as of right under the zoning permit process. Guidance in matters such as what percent of the disturbed property needs to adhere to these options, can they have, for example, five different options, and under what conditions specific options can be employed should be clarified. Furthermore, are there scenarios where one or more options would not work on a site? For example are there certain soil conditions, slopes, surface bedrock where some of these options would not be appropriate. Likewise, how much of the disturbed area would require a storm water solution? Similarly a detention basin might be an appropriate action in an area of relatively flat land and a high ground water table. If the options are a matter of right, how do we know that implementation of the selected option will be effective?

Thank you.

Alison



TOWN OF MANSFIELD

DEPARTMENT OF PLANNING AND DEVELOPMENT

Date: June 1, 2016

To: Planning and Zoning Commission

From: Linda M. Painter, AICP

Subject: Zoning Regulations: Proposed Approach to Multi-Family Housing Regulation Updates

OVERVIEW

The Regulatory Review Committee met on Friday, May 27th to discuss the attached draft approach to updating the multi-family housing regulations. Key points from the discussion included:

- *Challenges/Issues.*
 - Whether changes to the definition of family should be considered together or separately from the changes to multi-family regulations. If included, standards should be developed that link maximum number of unrelated individuals in multi-family developments to the number of bedrooms in a unit.
 - An interest in allowing for limited, small-scale commercial uses as part of a multi-family development to facilitate access to goods and services for residents.
- *Affordable Housing.* Potential for the Mansfield Housing Authority to manage affordable units constructed as part of a development based on their experience in income verification.
- *Comprehensive Stormwater Drainage Study and Plan.* Need to include criteria for determining whether responses to questions on Low Impact Development (LID) site planning and design checklist are sufficient for approval.
- *Sustainability.* Preference for a hybrid approach that would include minimum sustainability requirements in the regulations and require LEED Homes certification for projects that exceed a certain size. Minimum sustainability requirements would include site selection/site design criteria based on the Sustainable Sites model.

The draft approach has been placed on the agenda for review and discussion by the Commission as a whole. If the Commission concurs with the recommended approach, it will be updated to reflect Commission comments and referred to various advisory committees and the Zoning Focus Group for review and comment.

DRAFT APPROACH: MULTI-FAMILY HOUSING REGULATIONS

MANSFIELD DEPARTMENT OF PLANNING AND DEVELOPMENT ■ MAY 25, 2016

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OVERVIEW OF EXISTING REGULATIONS

ZONES

Multi-family residential uses are allowed in the following zones with special permit approval:

- ARH (Age Restricted Housing) Zone (p. 65)
- DMR (Design Multiple Residence) Zone (p. 66)
- PRD (Planned Residence District) Zone (p. 67)-limited to boarding houses, fraternity/sorority houses and dormitories
- PVRA (Pleasant Valley Residence/Agriculture Zone (p. 68)
- Institutional Zone (p. 94)

REGULATIONS

The following sections of the Zoning Regulations address multi-family housing/zones:

- Article 8-Schedule of Dimensional Requirements (p. 97)
- Article 10, Section A-Design Development Districts (p. 109)
This section includes specific standards for the ARH zone (p.113); DMR zone (p. 114); PRD zone (p. 117); and PVRA zones (p. 118).
- Article 10, Section C.5.c – Sign standards (p.131)
- Article 10, Section D – Required off-street parking and loading (p. 139)
- Article 10, Section K – Special Requirements for Multi-Family Housing for the Elderly (p. 169)

In addition to regulations specific to multi-family developments, the regulations also address:

- Article Six, Section B – Performance requirements for all uses (including things such as buffers, landscaping, site development, etc) (p. 42)
- Article 10, Section R - Architectural and design standards for all Design Development Districts (p. 183)

CHALLENGES/ISSUES

- *Definition of Family:* The current definition limits the number of unrelated individuals to 3 in all unit types. Allowing for a greater number of unrelated individuals to live in units in managed multi-family developments could alleviate some of the demand to convert single-family homes.
- *Districts:* There are three separate multi-family zoning districts enabled in the regulations: general multi-family (Design Multiple Residence Zone); senior housing (Age-Restricted Housing Zone); and student housing (Planned Residence Zone). Each zone has slightly different standards.
- *Affordable Housing:* Affordable housing requirements only address size of units, not income requirements. As a result, units produced through these regulations cannot be counted toward minimum 10% goal established by State.
- *Site and Architectural Design:* While Article 10, Section R includes general guidelines for all projects in design development districts, there is no guidance on what the Town is actually trying to achieve in terms

of neighborhood creation. As a result, projects are often designed in isolation, without consideration as to how they fit into or how they could improve the surrounding neighborhood.

- *Dimensional Requirements:* Current regulations include certain dimensional requirements such as building separation that are not conducive to neighborhood design. However, given current court decisions the Commission does not have the flexibility or authority to alter these standards even if it would result in a better design.
- *Sustainability:* Other than general statements regarding solar orientation, the regulations are fairly light with regard to how projects are designed to promote long-term sustainability.
- *Management:* One of the main concerns regarding existing multi-family developments is how the properties are managed, particularly with regard to tenant behavior.
- *Open Space:* While regulations require a certain amount of open space per unit, there is no guidance provided as to the types of open space or how open space should be integrated into the design.

POCD RECOMMENDATIONS

The following recommendations were included in the Mansfield Tomorrow POCD action plans. Some relate directly to residential development; others relate to all use/development types.

NATURAL SYSTEMS

- Encourage developers to identify natural resource protection goals specific to the subject property as part of the pre-application process.
- Update regulations to require evaluation of potential impacts of proposed development on nearby resources (wells, farmland, forests, aquatic and wildlife habitats)
- Strengthen regulations protecting critical natural resource areas including water recharge areas, wetlands, water bodies, interior forest tracts, soils and steep slopes
- Identify and evaluate options for expanding protection of stratified drift aquifers and other drinking water resources such as community wells from contamination
- Establish green infrastructure standards that maximize infiltration of stormwater and natural drainage
- Strengthen regulations related to prevention of light pollution and preservation of dark skies
- Adopt standards to minimize impacts of heat islands in areas with more intense development and large expanses of surface parking
- Establish shade requirements for large parking and hardscape areas

OPEN SPACE, PARKS AND AGRICULTURAL LANDS

- Plan for open space needs in and near areas intended for compact development such as Storrs Center Four Corners and the East Brook Mall/Freedom Green area.
- Identify opportunities for connection within the current trail system and construct as funding allows
- Update Zoning and Subdivision Regulations to promote preservation of natural resources and provision of open space and recreational features
- Protect scenic views by requiring developers to identify scenic resources as part of the subdivision and development review process

- Encourage developers to meet with relevant advisory committees as part of the pre-application process to identify open space priorities and objectives
- Update Zoning and Subdivision regulations to include specific objectives for design of parks and open spaces that are part of development proposals
- Update Zoning Regulations to include requirements for provision of parks and open spaces in areas designated as Mixed Use Centers and Compact Residential Areas
- Provide easy access to information and resources that highlight Town priorities for protection of natural, cultural and scenic resources for use by developers in the beginning stages of project design

COMMUNITY HERITAGE AND SENSE OF PLACE

- Update Zoning Regulations to include protections for stone walls similar to those contained in the Subdivision Regulations
- Create zoning regulations for Compact Residential areas that provide for village style, walkable developments and include form-based development standards (standards that focus on the physical form development should take) to ensure desired character and connectivity.

COMMUNITY LIFE

- Support creation of additional community gardens
- Encourage owners of multi-family housing developments to adopt smoke-free policies
- Require new age restricted and assisted living communities to include community meeting space for senior programs/services.
- Require new developments to address opportunities for active living
- Encourage creation of community gardens in multi-family and small lot single-family developments
- Consider impacts of proposed regulation changes, policies and significant development projects on community health

HOUSING

- Consider expansion of affordable housing at Holinko Estates
- Encourage development of affordable housing by connecting developers with available resources
- Facilitate the development of an independent/assisted living facility in Mansfield
- Support development of senior housing in area where seniors can take the bus or walk to commercial centers, services and activities
- Adopt inclusionary zoning regulations to require that developers provide a minimum number of affordable units as part of new development
- Consider providing incentives such as additional units for development of affordable units in projects that are not subject to inclusionary zoning requirements
- Consider establishing Incentive Housing Zones in areas with access to public utilities and transit, such as areas in Storrs near the UConn Campus, Four Corners, and Route 195/Route 6 areas
- Update Zoning and Subdivision Regulations to encourage provisions of accessible units and features, particularly in residential developments targeted to seniors

- Update Zoning Regulations to provide for various types of senior housing including assisted living and Continuing Care Retirement Communities
- Update Zoning Regulations to allow for co-housing and other alternative housing models
- Update Zoning Regulations to provide design and management standards for multi-family housing
- Revise the definition of Family to allow for more than 3 unrelated individuals to live in apartments
- Update regulations to encourage a variety of housing types in new and redeveloped housing based on the community design objectives identified in the applicable future land use designation.

FUTURE LAND USE & COMMUNITY DESIGN ZONING RECOMMENDATIONS

- Compact Residential Future Land Use Designation
 - Design Characteristics: Infill development and redevelopment should be encouraged in the form of compact neighborhoods that include a mix of multi-family, two and three-family houses, and clustered single-family houses that preserve the natural setting. A variety of residential types should be encouraged, such as cottage clusters, garden apartments, mansion apartments, townhouses and clustered farmhouse style settlements.
 - Design Objectives:
 - Create human-scaled, walkable environments based on POCD Community Design Principles
 - Minimize impacts on nearby low-density neighborhoods through use of design standards that include appropriate transitions
 - Balance new residential development with agriculture in the Pleasant Valley area, retaining at least 35% of prime agricultural acreage and providing a buffer for adjacent agricultural land.
 - Use Types:
 - Medium Density Residential, Agriculture/Forestry, Open Space, Recreation, Schools, Municipal Uses
 - Recommends that requests for rezoning or development approvals to allow a higher density of development in Compact Residential area adequately address the following in accordance with the Plan's Sustainability Principles:
 - Minimizing and mitigating impacts to natural systems and resources
 - Minimizing and mitigating impacts to the surrounding neighborhoods, including scale, height, and massing of buildings, buffers, and impacts to community quality of life such as litter, noise, trespass and nuisance behavior
 - Demonstrating the ability of the roadway network to accommodate additional traffic that would be generated by the development and providing alternative means of transportation to reduce traffic impacts on surrounding neighborhoods
 - Identifying improvements to the surrounding transportation network to address capacity issues if the current system is not capable of supporting additional traffic in a manner that is appropriate to the context of the neighborhood

- Identifying techniques that will be used to promote resource conservation and reuse (energy, water, stormwater, waste, etc.) and minimize impacts from climate change (preservation of tree cover, natural infiltration of stormwater, etc.)
 - Clustering of development to preserve open space; and
 - Identifying other sustainable design and green building practices as may be appropriate to the site and development. The Storrs Center Sustainability Design Guidelines provide a resource that could be used to identify additional practices.
- Ensure that appropriate transitions are provided between rural residential areas, villages and higher density Mixed-Use Centers and Compact Residential areas
- Encourage redevelopment of existing multi-family residential properties in Mixed-Use Centers and Compact Residential areas
- Focus efforts to expand off-campus undergraduate student housing in Mixed-Use Centers and locations in Compact Residential areas that are close to UConn’s core campus to reduce impacts on nearby established neighborhoods
- Consider creation of Special Design Districts in mixed-use centers and compact residential areas to encourage collaboration on redevelopment efforts
- Apply form-based and place-based zoning to appropriate locations in Mixed-Use Centers, Compact Residential Areas, Village Centers and Rural Residential Villages
- Incorporate measures to promote energy and resource conservation and general sustainability practices (Table 8.1 on pages 8.40-8.41 contains specific regulatory strategies for sustainability)

INFRASTRUCTURE

- Implement traffic calming improvements to reduce vehicular speed and discourage non-local traffic.
- Consider installation of roundabouts in place of traffic signals at major intersections that require upgrades
- Consider the needs of users of all ages and abilities, including pedestrians, bicyclists, motorists, and transit riders, when planning, constructing and maintaining transportation improvements through the adoption of a ‘Complete Streets’ policy.
- Encourage water reclamation and reuse through use of grey water and water harvesting systems for irrigation and explore options for large projects to connect to UConn’s reclaimed water facility.
- Encourage new developments to incorporate renewable energy resources such as geothermal, solar and wind.
- Work with campus organizations, managers of multi-family residential properties and waste contractors to increase recycling rates for multi-family properties
- Focus development in Mixed Use Centers and Compact Residential areas to create densities that support transit
- Update parking regulations to promote alternative transportation
- Strengthen requirements for installation of sidewalks and bikeways as part of new and redevelopment projects.
- Strengthen open space dedication requirements for new developments and redevelopment to encourage the creation of networks of public space for recreation, habitat connectivity, water quality and active transportation.

- Update zoning regulations to incorporate requirements and incentives for water conservation into site design and development
- Update zoning regulations to include requirements for recycling
- Consider use of district energy systems for new subdivisions and compact development projects

PROPOSED APPROACH

Based on the challenges and issues identified above as well as POCD recommendations that relate to the design and development of large scale projects in general and multi-family developments in particular, staff recommends the following approach for consideration by the Commission:

- *Consolidation of Districts and Standards.* Eliminate the following stand-alone districts and standards related to multi-family housing and integrate standards specific to student and senior housing types in one zone:
 - Article Ten, Section A.5, Age Restricted Housing (ARH) Zone; zone currently not applied to any property
 - Article Ten, Section A.6, Designed Multiple Residence (DMR) Zone
 - Article Ten, Section A.7, Planned Residence District (PRD) Zone; zone currently not applied to any property
 - Article Ten, Section K: Special Requirements for Multi-Family Housing for the Elderly
- *Establish New Compact Residential District.* Establish new Compact Residential (CR) Zone as a special design district where the zoning designation is tied to a specific development plan. This would eliminate the separate special permit process currently required with the DMR zone. The development of design districts would encourage design that effectively reflects and responds to the unique characteristics of a specific neighborhood rather than relying on a one-size fits all approach. Once a CR district is created within a neighborhood, future expansion of that district would be subject to the same design principles and standards to ensure a cohesive neighborhood overall.
- *Amend Definition of Family.* Amend definition to allow for more than 3 unrelated individuals to live in dwelling units located in managed multi-family developments.

The following recommendations serve as initial suggestions for discussion; actual requirements may be modified or expanded as regulations are developed.

REQUIREMENTS TO CREATE OR EXPAND A COMPACT RESIDENTIAL DISTRICT

The requirements for establishing or expanding the Storrs Center Special Design District served as a model for the following recommendations. Additional requirements are suggested to address POCD goals and recommendations and the uniqueness of the various areas where this district may be applied.

- STATEMENT OF CONSISTENCY WITH POCD
 - Vision and Goals
 - Sustainability Principles (1.11-1.12)

- Community Design Principles and Concepts (pages 8.12-8.14)
- Applicable Future Land Use Designation
 - Compact Residential (pages 8.27-8.30)
 - Mixed Use Center (pages 8.31-8.34)
 - Institutional (pages 8.35-8.36)
- NEIGHBORHOOD VISION STATEMENT
A narrative which describes how the proposed district conforms to and advances the neighborhood vision established in the regulations.
- NEIGHBORHOOD AND EXISTING CONDITIONS
The purpose of this analysis is to identify how the project site relates to the broader community and to inventory its existing state. This should form the foundation for the master plan and development standards proposed for the district.
 - Surrounding land uses and community character
 - Natural resources inventory and analysis
 - Cultural resources inventory and analysis
 - Transportation network (all modes)
 - Site analysis-natural features, topography, viewsheds, solar access, etc.
- PRELIMINARY MASTER PLAN*
- COMPREHENSIVE PARKING STUDY
- COMPREHENSIVE TRAFFIC STUDY
- COMPREHENSIVE STORMWATER DRAINAGE STUDY AND PLAN
 - Must meet stormwater management plan requirements established in zoning regulations
 - Completed LID Checklist (see attached)
- DOCUMENTATION OF AVAILABLE POTABLE WATER AND SANITARY SEWER SERVICE
- DETAILED DESIGN STANDARDS BASED ON ESTABLISHED DESIGN GUIDELINES*
- AFFORDABLE HOUSING PLAN
- MANAGEMENT PLAN
- PROPOSED MAXIMUM NUMBER OF UNRELATED INDIVIDUALS THAT CAN LIVE IN ONE UNIT

*Alternative Option: Submission of detailed Site Plan and building elevations. This would be most appropriate when rezoning is sought for a single project/property.

MINIMUM REQUIREMENTS

- LOCATION AND MINIMUM ACREAGE REQUIREMENTS
- MAXIMUM ALLOWABLE DENSITIES
- NEIGHBORHOOD VISION STATEMENTS
Inclusion of vision statements for the various areas where compact residential zones are possible would provide guidance as to important resources that need to be protected; transitions to established neighborhoods and adjacent properties; redevelopment goals for blighted properties; and overall community character.

- NEIGHBORHOOD DESIGN GUIDELINES
See page 11 for more information. The goal is to strike a balance between identifying essential design characteristics while still allowing flexibility for standards to be established on a site specific basis that respond to the uniqueness of the site and surrounding community.
- PERMITTED USES
- MINIMUM OPEN SPACE REQUIREMENTS
 - Minimum requirements (amount, distance from units)
 - Public vs. private
 - Types (natural/undisturbed, green, square, plaza, etc.)
 - Active recreation requirements for large projects
 - Explore whether fee-in-lieu would be possible
- AFFORDABLE UNITS
 - Require minimum number of units to be affordable to ensure that the Town continues to meet state and POCD goals.
 - Include a fee-in-lieu option that would allow payment of a fee to a housing trust in place of providing affordable units in the development. The housing trust would need to be established by the Town Council and would then be responsible for developing affordable units. Another option would be a direct contribution to a specific affordable housing project that is planned or under construction.
 - Options: consider density bonus to partially offset cost or to incentivize creation of additional units in desired locations (such as bonus for on-site construction). Applicants would still need to demonstrate that property and infrastructure could support additional units.
- MINIMUM SUSTAINABILITY REQUIREMENTS
See Page 12 for more details
- PARKING

REVIEW PROCESS

- Creation of a CR District would require a Zoning Map Amendment application pursuant to the requirements of Article 13.
- Additional approval criteria should be considered to address the site specific nature of the plans being approved.
- Depending on the level of detail included in the zoning amendment application, a subsequent review process could be required.
 - In cases where the application includes a preliminary master plan that does not include the level of detail normally required for a site plan approval, Site Plan approval by the Commission would be required prior to issuance of a zoning permit to ensure that the detailed site plan and building designs conform to the adopted master plan and design standards. A public hearing could be required as part of the Site Plan approval process.
 - In cases where the application includes a detailed site plan and building designs pursuant to the requirements of Article 5.A, no additional review process would be required prior to issuance of zoning permits.

- Modifications to site plan/building designs would be subject to the same review process as current site plan applications (minor changes can be approved by PZC Chair; major changes require Commission approval).
- Once a CR District is established, any expansion of that specific district to additional properties would be subject to the same development standards established for the initial district unless modifications would improve neighborhood compatibility or protection of natural/cultural resources.

OTHER ITEMS THAT NEED TO BE ADDRESSED

- How to handle existing properties zoned DMR.
- Amendments to fee schedule? Current fee for MF special permit/site plan application is \$1,000 plus \$50 per unit plus \$500 fee for zone change. If a rezoning to CR incorporates approval of a detailed site plan through one consolidated hearing, it would be appropriate to clarify that both the rezoning and site plan review fees apply at that time. We will need to see if this clarification has to be made within the Code of Ordinances or if it can be wrapped into the zoning amendment.
- Modifications to Pleasant Valley/Residence Agriculture Zone to be consistent with new approach

POTENTIAL REQUIREMENTS: EXAMPLES

EXAMPLE: NEIGHBORHOOD VISION STATEMENTS

The following is an example of what a neighborhood vision statement could include. Vision statements could be prepared for each area designated Compact Residential in the POCD to guide future development.

MANSFIELD APARTMENTS SITE

Located at the southwest corner of Routes 275 and 195, this area serves as a transition from the heart of downtown Storrs to adjacent rural neighborhoods. As such, the scale and massing of buildings should be lower than the four to five stories that characterize the bulk of Storrs Center. Redevelopment must also address protection of sensitive natural systems due to its location in the Willimantic Reservoir public drinking water watershed and the adjacent Moss Sanctuary, a 135-acre nature preserve. In addition to standard design guidelines for Compact Residential development, the following design principles should guide redevelopment of this property:

- Maintaining and promoting clear public access to Moss Sanctuary from Route 275.
- Managing stormwater runoff through clustering of buildings and use of Low Impact Development (LID) practices to reduce impacts of runoff on Moss Sanctuary and minimize effective impervious cover.
- Treating Moss Sanctuary as another primary frontage for building design purposes (in addition to roadway frontage) in a manner compatible with the Sanctuary's entrance and environment; and
- Prohibiting service uses such as loading and waste disposal from fronting on the Sanctuary.

APPROACH: NEIGHBORHOOD DESIGN GUIDELINES

GOALS

- Creating connected neighborhoods instead of isolated projects within the context of the natural, cultural and built environment of the surrounding neighborhood;
- Integrating the natural environment into the overall neighborhood plan;
- Ensuring that site and building design can easily adapt to changing market demand. For example, while projects may be oriented to specific market segments today (such as student housing), developments and units should be designed to be appealing to a cross-segment of the community;

DESCRIPTION

Establish comprehensive design guidelines for multi-family development that focus on creation of neighborhoods. Master Plans and development standards for proposed Compact Residential zones would need to be consistent with these guidelines. Guidelines should address issues and priorities specific to Mansfield while incorporating generally accepted best practices with regard to a variety of topics including building scale, massing, orientation and diversity; design of public/common areas; infrastructure; parking, circulation and connectivity; and landscape.

The following are links to design guidelines prepared by other communities. These are provided as examples as to the type and variety of standards that could be addressed.

- [Roseville, CA Design Guidelines for Multifamily Residential Development](https://www.roseville.ca.us/civicax/filebank/blobdload.aspx?blobid=10178) (https://www.roseville.ca.us/civicax/filebank/blobdload.aspx?blobid=10178)
- [Fremont, CA Multi-Family Design Guidelines](https://fremont.gov/DocumentCenter/View/18609) (https://fremont.gov/DocumentCenter/View/18609)
- [Fremont, CA Design Guidelines for Small-Lot Single-Family Residential Developments](https://fremont.gov/DocumentCenter/View/1105) (https://fremont.gov/DocumentCenter/View/1105)
- [Fremont, CA Citywide Design Guidelines](https://fremont.gov/DocumentCenter/View/21012) (https://fremont.gov/DocumentCenter/View/21012)
- [Marin County, CA Multi-Family Residential Design Guidelines](http://files.mtc.ca.gov/pdf/Marin_County_Multi-family_Residential_Design_Guidelines.pdf) (http://files.mtc.ca.gov/pdf/Marin_County_Multi-family_Residential_Design_Guidelines.pdf)
- [Sacramento County, CA Multi-Family Design Guidelines](http://www.per.saccounty.net/PlansandProjectsIn-Progress/Documents/Design%20Guidelines%20Multi%20Family%20ch%203.pdf) (http://www.per.saccounty.net/PlansandProjectsIn-Progress/Documents/Design%20Guidelines%20Multi%20Family%20ch%203.pdf)
- Gresham, OR Guidelines and Standards for Two or More Units, Elderly Housing and Mixed Use Development – Click on Attachment A on the following website <https://greshamoregon.gov/city/city-departments/planning-services/comprehensive-planning/template.aspx?id=18344>
- [Nashville/Davidson County, TN Community Character Manual](http://www.nashville.gov/Portals/0/SiteContent/Planning/docs/CCM/2015Adopted/next-volume3-CCM.pdf) (http://www.nashville.gov/Portals/0/SiteContent/Planning/docs/CCM/2015Adopted/next-volume3-CCM.pdf)

APPROACH: SUSTAINABILITY STANDARDS

Staff has identified two different approaches to incorporation of sustainability standards: use of third party certification programs and establishment of minimum standards in the regulations. These two approaches could also be combined into a hybrid where a set of minimum standards is established for all projects with an additional requirement of certification for projects that exceed a certain size threshold.

THIRD PARTY CERTIFICATION PROGRAMS

This approach would require a minimum certification level from an accredited program with third party verification for projects that exceed a certain size threshold. These programs typically include fees to register the project as well as verify that the project achieves a certain certification level. Depending on the program and project size, these fees can be sizable. Some communities have provided incentives for certification as opposed to requiring certification. For example, the City of Chicago has created a green permit program with two tiers of benefits. Projects that meet Tier 1 requirements are eligible for expedited permitting; Tier 2 projects are eligible for both expedited permitting and a potential reduction in permit fees of up to \$25,000.

As certification is obtained post construction, any certification requirement would also need to address penalties for failure to obtain certification within a certain time period after project completion.

Examples of 3rd party certification programs include:

- Sustainable SITES, which focuses on site planning and the protection and enhancement of environmental systems. This program has four certification levels based on points earned (from a maximum of 200):
 - Certified: 70-84 points
 - Silver: 85-99 points
 - Gold: 100-134 points
 - Platinum: 135+ points
- LEED Homes Certification. This certification focuses on new construction of housing, including single-family homes, townhouses and low-rise multi-family buildings (up to 3 stories). Criteria include site selection, elements of the Sustainable SITES program, as well as detailed criteria related to building performance (energy, emissions, etc.):
 - LEED Certified: 40-49 points
 - LEED Silver: 50-59 points
 - LEED Gold: 60-79 points
 - LEED Platinum: 80+ points
- Green Globes Certification. This certification is based on a 1,000 point scale that covers topics and criteria similar to that of the LEED system, including site and building based criteria. Certification (1 Green Globe) requires that a project achieve at least 35% of maximum points available.
 - One Green Globe: 35%-54%
 - Two Green Globes: 55%-69%
 - Three Green Globes: 70%-84%
 - Four Green Globes: 85%-100%

MINIMUM DESIGN STANDARDS

Another approach would be to include minimum sustainability requirements in the regulations/design guidelines. Pursuant to previous comments from the Commission and Sustainability Committee, these standards should be objective and easy to quantify/enforce. If a point system or “menu” of options to satisfy the requirements is used, certain areas/measures should be given higher priority than others based on Town/Commission priorities. Any system would also need to be scalable for smaller projects. Minimum standards should be incorporated into overall design guidelines.

The following are examples of topics that could be included in minimum standards:

- Parking
- Water Conservation
- Alternative Transportation
- Energy (Conservation and Renewables)
- Lighting
- Solar access/design
- Waste management/recycling
- Tree Canopy/heat islands

LOW IMPACT DEVELOPMENT (LID) SITE PLANNING AND DESIGN CHECKLIST

DRAFT ■ MAY 23, 2016

The items identified in this checklist need to be considered by developers when preparing plans for projects that require Special Permit, Site Plan and Subdivision Approval. Due to individual site differences, not all items will apply to each individual property. Check items that have been applied, or explain why the practices have not been used. For more information on LID practices and how to implement them, please refer to the 2011 Low Impact Development Appendix to the Connecticut Stormwater Quality Manual.

ASSESSMENT OF NATURAL RESOURCES

| | | |
|------------|---|--------------------------|
| NR1 | Natural resources and constraints have been indicated and are identified on the plans (wetlands, rivers, streams, flood hazard zones, meadows, agricultural land, tree lines, slopes (identified with 2-foot contours), soil types, exposed ledge and stone walls) | <input type="checkbox"/> |
| NR2 | Copies of the following documents have been included in the application submission for properties that are identified on the latest CTDEEP Natural Diversity Database (NDDB) Map as potentially having State and Federal Listed Species and Significant Natural Communities: <input type="checkbox"/> Completed CTDEEP NDDB Request Form <input type="checkbox"/> Copy of CTDEEP Response <input type="checkbox"/> Description of how CTDEEP recommendations will be addressed | <input type="checkbox"/> |
| NR3 | Development is designed to avoid critical watercourses, wetlands, and steep slopes. | <input type="checkbox"/> |
| NR4 | Soils suitable for septic and stormwater infiltration have been identified on plans. | <input type="checkbox"/> |
| NR5 | Soil infiltration rate/permeability has been measured and listed on plan. | <input type="checkbox"/> |
| NR6 | On-site soils have been assessed to determine suitability for stormwater infiltration. | <input type="checkbox"/> |
| NR7 | Natural existing drainage patterns have been delineated on the plan and are proposed to be preserved or impacts minimized. | <input type="checkbox"/> |

For items not checked, please use the space below to explain why that item was not appropriate or possible for your project, or any other pertinent information.

PRESERVATION OF OPEN SPACE

| | | |
|------------|--|--------------------------|
| OS1 | Plans identify the percentage of existing natural open space and percentage of natural open space to be retained post development. | <input type="checkbox"/> |
| OS2 | Buildings and/or lots have been clustered to maximize open space. | <input type="checkbox"/> |
| OS3 | Open space and common areas are delineated on the plans. | <input type="checkbox"/> |
| OS4 | Open space is retained in a natural condition. | <input type="checkbox"/> |
| OS5 | Setbacks, frontages and right-of-way widths have been minimized where practicable based on unique features of site and neighborhood context. | <input type="checkbox"/> |

For items not checked, please use the space below to explain why that item was not appropriate or possible for your project, or any other pertinent information.

MINIMIZATION OF LAND DISTURBANCE

| | | |
|------------|--|--------------------------|
| MD1 | Proposed buildings and site improvements are located where development can occur with the least environmental impact. | <input type="checkbox"/> |
| MD2 | Disturbance areas have been delineated to avoid unnecessary clearing or grading. | <input type="checkbox"/> |
| MD3 | Native vegetation outside the immediate construction area remains undisturbed or will be restored. | <input type="checkbox"/> |
| MD4 | Plan includes detail on construction methods and sequencing to minimize compaction of natural and future stormwater areas. | <input type="checkbox"/> |

For items not checked, please use the space below to explain why that item was not appropriate or possible for your project, or any other pertinent information.

REDUCE AND DISCONNECT IMPERVIOUS COVER

| | | |
|---|--|--------------------------|
| IC1 | Impervious surfaces have been kept to the minimum extent practicable, using the following methods (check which methods were used): <ul style="list-style-type: none"><input type="checkbox"/> Minimized road widths<input type="checkbox"/> Minimized driveway area<input type="checkbox"/> Minimized sidewalk area<input type="checkbox"/> Minimized cul-de-sacs<input type="checkbox"/> Minimized building footprint<input type="checkbox"/> Minimized parking lot area | <input type="checkbox"/> |
| IC2 | Impervious surfaces have been disconnected from the stormwater system and directed to appropriate pervious areas, where applicable. Pervious areas may be LID practices or uncompacted turf areas. | <input type="checkbox"/> |
| <i>For items not checked, please use the space below to explain why that item was not appropriate or possible for your project, or any other pertinent information.</i> | | |
| | | |

LID PRACTICES INSTALLED

| | | |
|-------------|--|--------------------------|
| LID1 | Sheet flow is used to the maximum extent possible to avoid concentrating runoff. | <input type="checkbox"/> |
| LID2 | Vegetated swales have been installed adjacent to driveways and/or roads in lieu of a curb and gutter collection system | <input type="checkbox"/> |
| LID3 | Rooftop drainage is discharged to bioretention/rain gardens | <input type="checkbox"/> |
| LID4 | Rooftop drainage is discharged to drywell or infiltration trench | <input type="checkbox"/> |
| LID5 | Rainwater harvesting methods such as rain barrels or cisterns have been installed to manage roof drainage. | <input type="checkbox"/> |
| LID6 | Driveway, roadway, and/or parking lot drainage is directed to bioretention/rain gardens. | <input type="checkbox"/> |
| LID7 | Cul-de-sacs include a landscaped bioretention island. | <input type="checkbox"/> |
| LID8 | Vegetated roof systems have been installed, if appropriate. | <input type="checkbox"/> |
| LID9 | Pervious pavements have been installed, if appropriate. | <input type="checkbox"/> |

For items not checked, please use the space below to explain why that item was not appropriate or possible for your project, or any other pertinent information.