

RECEIVED
TOWN OF HAMDEN

JUN 18 2014

PLANNING AND
ZONING DEPT.

MEMORANDUM

TO: Leslie Creane, Dan Kops

FROM: Bernard Pellegrino, Esq.

cc: Donald Weinbach and Sal Filardi, Quinnipiac University; and Mayor Scott Jackson, Town of Hamden

This Memorandum is provided at the request of the Planning Staff at the first monthly meeting between said Planning Staff and myself and Sal Filardi intended to increase and improve communications relative to important Planning and Zoning matters that are integral to the development of a mutually beneficial relation between the Town and the University. By all accounts, our meetings since April, 2014 have been productive and we look forward to the continuation of such meetings in an effort to keep an open line of communications between your staff and the University.

One of the topics which has been discussed was the proposal by the Planning and Zoning Commission to adopt an amendment to the Zoning Regulations to require the University to submit a multi-year Institutional Master Plan (IMP) to the Commission, which based on the draft regulation attached hereto, would by Special Permit, require the approval of the commission as a condition precedent to any future building projects.

As we stated at the meeting and has been approved by the University's cabinet, the idea of developing and sharing an IMP with Town Officials and the greater Hamden Community is one that we support. As you both stated, the University's continued success is certainly important to the Town of Hamden. The University realizes and welcomes participation from Town Officials, residents, local business owners and commercial developers in contributing to the vision that the IMP will lay out for the University as well as the local environs of both its Mount Carmel and York Hill Campuses. We believe therefore, that a broader and more cooperative approach is in the best interest of all of the stakeholders in this multi-faceted relationship. Therefore, we would offer the following alternative approach to this important topic:

The Annual Town of Hamden/Quinnipiac University Community Forum.

The Town and the University would hold an annual Community Forum beginning in the Fall of 2014 to receive and review a variety of issues of interest to the Community and the University. One of those topics this year would be the introduction of an IMP. In future years the Forum would include an annual update of the IMP to monitor conformance thereto and, if necessary, any changes the University envisions to the initial IMP. The Forum would include panel members invited by the Mayor's Office and the University, including but not necessarily limited to members of the Planning and Zoning Commission (non-quorum), the Inland Wetlands Commission (non-quorum), the Police and Fire Departments, local neighborhood associations,

the Economic Development Commission, the Chamber of Commerce, QU's Student Government Association and/or other groups or organizations with an interest in the IMP.

The University would then develop and publish the IMP so that it could be reviewed (initially and then annually) at the Forum where public input could also be received by other individuals and or groups in the community and after the Forum is concluded an advisory report could be issued by the panel members. By broadening the scope of the review, and the participants therein, not only would we both receive the benefits of a more integrated review but also a more representative approach.

Amendment to the Zoning Regulations

As far as the proposed amendment to the Regulation is concerned, we think that it would be amended accordingly to state that the University be required to submit to the process described above and that the maintenance and acceptance of a current IMP with the Forum would be a condition precedent to the filing of any future Special Permit applications by the University for any building development and that the Forum's advisory report would be admissible for consideration by the Planning and Zoning Commission in consideration of such applications.

Using the framework of you proposed Amendment to the Regulations as a starting point, the following revised language is submitted for your consideration:

Add subsection 668.2.h. Institutional Master Plan

Any college or university shall be permitted in the zones and in the manner specified in Table 6.1, provided that a FIVE -year Institutional Master plan (IMP) has been submitted to the Town of Hamden/QU Community Forum and then received and maintained on record by the Planning and Zoning Commission. (We believe that a five year plan would provide the stakeholders with more realistic expectations as to the future vision. As a stepping off point, we feel that a five year projection would be more accurate and useful). The IMP is subject to the following provisions:

1. The IMP shall include such items as:
 - A) A Statement of Institutional Aims and Objectives and an explanation of how the IMP advances the goals and objectives of the educational institution.
 - B) Map(s) and descriptions of land, buildings and other structures or facilities owned or occupied by the Institution, including footprints, gross floor areas, heights, utilities, walks, open space, parking areas and number of parking spaces.
 - C) Current and projected institutional needs for academic programs, research activities, offices and housing, explaining how they are related to the Institutional Aims and Objectives. In its discussion of housing needs the IMP shall include a detailed Student Housing Plan containing:
 - i. The number of full-time undergraduate broken down by year (using the figures provided in the IPDES report submitted to the National Center for Education Statistics) and graduate students attending the institution and projected to attend each year covered by the IMP.

- ii. The number of full-time undergraduate and graduate students currently living in housing facilities owned or operated by the Institution, broken down by year (freshman, sophomore, junior, senior and graduate) type of housing (dormitory-apartment- other type of arrangement) and location.
 - iii. The number of full-time undergraduate broken down by year (using the figures provided in the IPDES report submitted to the National Center for Education Statistics) and graduate students currently living off-campus in non-university-owned housing.
 - iv. The number and percentage of beds that are currently unoccupied.
 - v. Any housing requirements or restrictions the Institution places on its students, such as eligibility for on-campus housing and requirements to live on-campus.
 - vi. The process by which the Institution directs its students to housing facilities.
 - vii. Short and longer-term plans for housing its students on and off-campus, broken down by broken down by year (using the figures provided in the IPDES report submitted to the National Center for Education Statistics) and type of housing (dormitory-apartment- other type of arrangement).
 - viii. Impacts of the Institution's housing demand on housing supply and rental market rates in the neighborhoods adjacent to the campus and where its students are concentrated.
 - ix. A plan for mitigating the impacts of student housing demand on surrounding neighborhoods.
 - x. Any other information deemed necessary by the Commission for its evaluation of the proposed development program.
- D) Description of proposed future projects, including:
- i. Site locations and approximate building/facility footprints.
 - ii. Uses of each land area, building or structure (classroom, laboratory, office, parking).
 - iii. Gross floor area to be added.
 - iv. Gross floor area to be eliminated through demolition.
 - v. Parking to be added.
- E) Transportation and Parking Management Mitigation Plan describing:
- i. Parking to be provided during the years covered by the plan, broken down by groups eligible to use each lot or facility.
 - ii. Policies regarding on-campus parking.
 - iii. Transportation services provided by the Institution.
 - iv. A traffic study indicating the likely traffic impacts of the proposed projects.
 - v. Transportation objectives and mitigation measures intended to address these impacts.
- F) A statement of guidelines and objectives for a pedestrian circulation system, including access to open space.
- G) A statement of guidelines and objectives for new and renovated buildings to assure their compatibility with surrounding neighborhoods and to minimize potential adverse impacts on historic structures.
- H) Other information required as part of Special Permit applications.

2. Institutions with an IMP that has been submitted to the Town of Hamden/QU Community Forum and then received and maintained on record by the Planning and Zoning Commission are required to provide to the Commission an annual report detailing compliance with their plans by each anniversary of the approval.
3. Institutions with an IMP that has been submitted to the Town of Hamden/QU Community Forum and then received and maintained on record by the Planning and Zoning Commission IMP are required to provide student enrollment and housing data current as of September 15th to the Commission by October 1st of each year, including:
 - i. The number of full-time undergraduate students broken down by year (using the figures provided in the IPDES report submitted to the National Center for Education Statistics) and graduate students registered at the institution.
 - ii. The number of full-time undergraduate and graduate students currently living in housing facilities owned or operated by the Institution, broken down by year (using the figures provided in the IPDES report submitted to the National Center for Education Statistics), type of housing (dormitory-apartment- other type of arrangement) and location.
 - iii. The number of full-time undergraduate students broken down by year (using the figures provided in the IPDES report submitted to the National Center for Education Statistics) and graduate students currently living off-campus in non-university-owned housing.
 - iv. The number and percentage of beds in housing facilities owned or operated by the Institution, that are currently unoccupied, broken down by location.
4. In considering any Special Permit applications filed by an Institution with an IMP that has been submitted to the Town of Hamden/QU Community Forum and then received and maintained on record by the Planning and Zoning Commission, the Planning and Zoning Commission shall be permitted to refer to the IMP and the Advisory Report, if any, from the Town of Hamden/Quinnipiac University Community Forum in reaching its decision on such Special Permit applications. The Commission may deny those applications which it finds is not consistent with the IMP in effect at the time of submission in accordance with the Special Permit criteria contained in these Regulations.

Conclusion

The stated desire for the IMP submission and review process has been to increase awareness and garner community support for and participation in the future development of the University and the neighborhoods in which its two campuses are inextricably linked for the mutual benefit of all. We believe that the establishment of the Town of Hamden/Quinnipiac University Community Forum and its relationship with all of the interested stakeholders in the issues related thereto, including the important role that the Planning and Zoning Commission plays in accomplishing those goals and desires, provides a more diverse, fair and equitable process for all of the interested parties. Additionally, the process described above would ease the

concerns expressed in our meeting, and before the Commission on June 24, 2014, including my fears regarding the legality of the current proposed amendment.

Please let me know your thoughts.

U:\Planning & Zoning Commission\06-June-14\QU\Pellegrino letter 06-18-14.docx