

DRAFT

**CITY OF TORRINGTON
DOWNTOWN MUNICIPAL DEVELOPMENT PLAN
Torrington, Connecticut**

Phase 1

MMI #3153-01

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Prepared on behalf of:

Torrington Development Corporation
Torrington, Connecticut

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Torrington Downtown Municipal Development Plan

Executive Summary

The Downtown Municipal Development Plan proposes to revitalize the Project Area in phases through a combination of public and private investment. Public investment will focus on infrastructure improvements including: street network modifications; expanded and consolidated off-street parking; and enhancements to the pedestrian environment in the downtown. There will also be opportunities for in-fill private development directly supported by the infrastructure investments. In addition to these in-fill development opportunities, private investment in the renovation and occupancy of vacant space in existing structures will be made in the Project Area.

The first phase activities are programmed for an area generally bordered by Mason St./City Hall Ave, on the north, the East Branch of the Naugatuck River on the east, Torrington Plaza and the library on the south and Prospect St. on the west. Activities in adjacent areas of the downtown will support activities within the Phase 1 area. For example, off-street parking available west of Prospect St. and north of City Hall Ave. /Mason St. will be available to support properties and uses within the Phase 1 area. In the longer term, it is anticipated that both public and private investment will occur in the balance of the Project Area. The timing and extent of this investment will build on Phase 1 successes as well as overall improvement of the economy. As proposed in the Conceptual Master Plan prepared in 2006, which was the subject of the Environmental Impact Evaluation (EIE), it is anticipated that future phases will create mixed use development opportunities as an extension of the Phase 1 development patterns.

The specific activities included in Phase 1 include the following:

- Extension of City Hall Ave. to a point of intersection on East Main St. with a realigned Center St.

- The expansion and reconfiguration of the parking area between the extended City Hall Ave. and the rear of properties fronting on Main St. The design of this parking area will provide for continued service access to the rear of the Main St. properties.
- The creation of modest infill development opportunities on East Main St. to the west of the intersection with the City Hall Ave. extension to strengthen the East Main St. gateway.
- The expansion and reconfiguration of the parking area internal to the block bordered by East Main St., Center St., and Franklin St.
- Reconfiguration of the Main St., East Main St., Franklin St., South Main St., Water St. intersection to improve vehicular movement and create a more pedestrian friendly environment. When combined with the City Hall Ave. extension, the opportunity to make Main St. one-way in a northerly direction results.
- Streetscape improvements on Main St., East Main St. and South Main St. will be constructed to both enhance the aesthetic qualities of the area and support a pedestrian friendly environment.
- A portion of the Greenway on the south side of the Naugatuck River between South Main St. and Prospect St. will be constructed.

Phase 1 activities will be implemented in stages with the first priority being the extension of City Hall Avenue and the reconfiguration of the parking between the extended City Hall Ave. and the rear of properties fronting Main Street. It is the intention of the Torrington Development Corporation to provide the land needed for these activities through negotiations with property owners. The extent of land necessary to construct these improvements will be determined based on detailed design in consultation with property owners. Based upon conceptual designs completed to date, five parcels and portions of three parcels would be the maximum number of parcels needed to accommodate these activities. Based upon an inventory of current occupancy, it is estimated that seven businesses would potentially be displaced.

The second priority is the reconfiguration of the East Main St., South Main St., Water St., Main St. and Franklin St. intersection. In addition, streetscape improvements will be undertaken on Main St. and East Main St. as well as construction of the section of the greenway on the south side of the Naugatuck River between South Main St. and Prospect St.

The third priority area within Phase 1 is the area bordered by East Main St., Center St. and Franklin St. Activities proposed in this area include reconfiguration of the parking area internal to this block and the realignment of the Center St. /East Main St. intersection. Based upon anticipated funding availability, these activities will be implemented within a later timeframe than the first priority activities described above. The same design and consultation process as described above will be used to determine the amount of land necessary for these activities. Based upon conceptual designs completed to date, seven parcels and portions of three parcels would be the maximum number of parcels needed to accommodate these activities. Based upon an inventory of current occupancy, it is estimated that two businesses, one fraternal lodge and six households would potentially be displaced.

Any property acquisitions determined to be necessary will be acquired on a negotiated basis based on independent appraisals. There is presently no intent to use the eminent domain powers. Such powers may be used if negotiations do not result in agreement. Before eminent domain powers can be used, the properties to be acquired must be specified, a public hearing held and the City Council must approve use of the powers. Occupants of property to be acquired will receive relocation compensation in accordance with applicable law.

In addition to the proposed actions described above, the MDP contains a proposed zoning/land use controls section. This section proposes to create a new Downtown District (DD) zoning classification to cover the Project Area. This would replace the current zoning designation which is predominantly General Business (GB) with small areas classified as Industrial (I), Residential (R-6) and Local Business (LB). It is anticipated that the Planning and Zoning Commission will adopt this new zone to provide consistency between the MDP

controls and the zoning regulations. In addition to land use controls, the new district incorporates the Design Review Guidelines prepared by the Planning and Zoning Commission and the Architecture Review Committee. The parking requirements have been reduced in the new district in recognition of how the downtown functions. This will be an incentive to investment in the renovation and occupancy of structures in the Project Area. These controls as well as the design guidelines will be applicable to the entire Project Area not just the Phase 1 area.

In conclusion, the revitalization strategy in the MDP builds on the strengths of the downtown represented by its historic architecture, diversity of uses, institutions, cultural attractions, human scale and opportunities for private investment supportive of public investment. The selection of the Phase 1 area and activities advances this strategy in that it encompasses the core of the downtown where these strengths are concentrated. The strategy recognizes that public action is necessary to enhance the competitiveness of the downtown and strengthen Torrington as a regional center.

1.0 INTRODUCTION

The City of Torrington is located in northwestern Connecticut. Figure 1A is a location plan of the Town and surrounding Litchfield County. The Torrington City Council, in association with the Torrington Development Corporation (TDC) and the State of Connecticut Department of Economic and Community Development (DECD), is undertaking a municipal development planning project for its downtown district. The TDC was established in 2004 as a non-profit entity charged with overseeing the planning and implementation of the downtown redevelopment plan.

The subject Municipal Development Plan (MDP) has been prepared under Chapters 132 and 588(l) of the Connecticut General Statutes. The MDP project area (herein referred to as the “Project Area”) is comprised of the core area of the Torrington Downtown. Figure 1-1 shows the Project Area which is comprised of 142 acres.

For more than a decade, the city of Torrington has been evaluating opportunities for both economic growth and revitalization of the city’s downtown area. As a result of various planning efforts and community workshops in recent years, the city had developed a series of goals, objectives, strategies and initiatives aimed at restoring the economic vitality of Torrington’s downtown. These elements form the basis for the city’s conceptual master plan for the downtown area. The plan identifies infrastructure improvements and desired land use patterns that will encourage new business and attract shoppers, and tourists to downtown Torrington.

Procedures for the adoption of an MDP are set forth in Section 32-224(c) of the Connecticut General Statutes. This process must include a finding by the State of Connecticut Office of Policy and Management (OPM) that the MDP is not inimical to the overall goals and objectives of the State. Upon obtaining such a finding, the MDP will be legally adopted by the Town and submitted to the Connecticut DECD for approval.

Prior to initiating the municipal development planning process, an Environmental Impact Evaluation (EIE) was completed in accordance with the Connecticut Environmental Policy Act (CEPA), established in Sections 22a-1 through 22a-1h of the Connecticut General Statutes and Sections 22a-1 through 22a-1a-12 of the regulations of Connecticut State Agencies.

2.0 PROJECT BOUNDARY AND BASE MAP

POINT OF BEGINNING at the intersection of the centerline of Pearl St. and the easterly line of the rail right-of-way; and

THENCE, moving westerly along said centerline of Pearl St. to the point of intersection with the centerline of Midgeon Ave.; and

THENCE, southerly along said centerline of Midgeon Ave. to the point of intersection with the northerly property line extended of parcel 109/023/005; and

THENCE, westerly along said property line, the northerly property line of parcel 110/020/004 and parcel 110/020/005 to the point of intersection with the westerly property line of parcel 110/020/005; and

THENCE, southerly along said property line to the point of intersection with the centerline of Church St.; and

THENCE, generally northwesterly along said centerline of Church St. to the point of intersection with the westerly property line extended of parcel 110/019/003; and

THENCE, generally southeasterly along said property line and turning westerly along said property line to the point of intersection with the centerline of High St; and

THENCE, southerly along said centerline to the point of intersection with the centerline of Cameron St; and

THENCE, easterly and southerly along said centerline of Cameron St. to the point of intersection with the centerline of Turner Ave.; and

THENCE, easterly along said centerline of Turner Ave. to the point of intersection with the centerline of Litchfield St.; and

THENCE, northeasterly along said centerline of Litchfield St. to the point of intersection with the easterly line of the rail right-of-way; and

THENCE, northerly along said line to the point of intersection with the southerly limit of the Naugatuck River; and

THENCE, easterly along such limit to the point of intersection with the centerline of Prospect St.; and

THENCE, southerly along said centerline of Prospect St. to the point of intersection with the centerline extended of Hungerford St.; and

THENCE, easterly along said centerline of Hungerford St. to the point of intersection with the centerline of Litchfield St.; and

THENCE, northerly along said centerline of Litchfield St. to the point of intersection with the centerline of South Main St.; and

THENCE, southerly along said centerline of South Main St. to the point of intersection with the centerline extended of Coe Place; and

THENCE, easterly along said centerline of Coe Place to the point of intersection with the easterly property line of parcel 116/021/008; and

THENCE, northerly along said property line and the easterly property line of parcel 116/021/004 to the point of intersection with the southeasterly property line of parcel 116/021/002; and

THENCE, easterly along said property line and the southerly property line of parcel 117/024/001; and

THENCE, northerly along the easterly property line of parcel 117/024/001 to the point of intersection with the southerly property line extended of parcel 117/025/002; and

THENCE, easterly along said property line extended to the centerline of Franklin Dr.; and

THENCE, northerly along said centerline of Franklin Dr. extended to the point of intersection with the centerline of Franklin St.; and

THENCE, easterly along said centerline of Franklin St. to the point of intersection with the westerly limits of the East Branch of the Naugatuck River; and

THENCE, northerly along said westerly limits of the East Branch of the Naugatuck River to the point of intersection with the northerly property line of parcel 117/017/018; and

THENCE, westerly along said property line to the point of intersection with the easterly property line of parcel 117/017/005; and

THENCE, northerly along the easterly property line of parcels 117/017/005, 117/017/002, 117/017/001, 118/014/022 and 118/014/024 to the point of intersection with the centerline of Alvord St.; and

THENCE, westerly along the centerline of Alvord St. extended to the point of intersection with the northerly property line of parcel 118/010/003; and
THENCE, westerly along said property line and the northerly property line of parcel 118/010/012 extended to the point of intersection with the centerline of Prospect St; and
THENCE, southerly along the centerline of Prospect St. to the point of intersection with the centerline of Mason St.; and
THENCE, westerly along the centerline of Mason St. to the point of intersection with the centerline of Church St.; and
THENCE, westerly along the centerline of Church St. to the point of intersection with the easterly line of the rail right-of-way; and
THENCE, northerly along the easterly line of the rail right-of-way to the POINT OF BEGINNING.

3.0 UPDATE AND EXPANSION OF MARKET STUDY

The Environmental Impact Evaluation (EIE) prepared for the Downtown Torrington Redevelopment Project contained an analysis of the regional and local economy as well as retail market demand. This analysis was documented in the report, *Market Demand Evaluation 2003, prepared by the Connecticut Resource Center, Inc.* The analysis concluded that an additional \$120 million in retail sales could be captured at a high level and \$56 million in retail sales could be captured at a minimal level. Based upon assumed sales per square foot for various products, these sales would create a demand for retail space of between 213,000 and 450,000 square feet.

When the Conceptual Master Plan was revised in 2006, the amount of retail space was reduced to 255,000 square feet from the 350,000 square feet proposed in the original Conceptual Master Plan. This reduced amount of retail space fell within the low end of the 213,000 to 450,000 square foot range estimated in the 2003 Market Demand Evaluation.

In support of the preparation of this Project Plan, a marketability study entitled *Real Estate Market Study – Downtown Torrington Redevelopment Concept Plan*, was prepared by The R.L. O’Neil Company. The purpose of the study was to estimate market support and likely absorption of the planned retail, office and housing proposals included in the 2006 Conceptual Master Plan. This market study included a review of previously prepared market studies and an update of market conditions reflective of conditions in early 2008.

Retail Demand

An important aspect of the market update was the inventory of retail space either built, under construction, or awaiting construction in the market area since 2001 when the initial market study was conducted and 2003 when the EIE market study was conducted.

The total of this space was over 950,000 square feet of new construction of which approximately 225,000 square feet could be considered replacement space. The 725,000 square foot balance included the 425,000 square feet in the Shoppes at Canton. The market area for this center overlaps the Torrington Downtown Market Area. This center contains many of the medium and large stores of a type identified for inclusion in the initial plans for the Downtown. Based upon this updated inventory of competitive space and trends in the retail industry, it was concluded that the 225,000 square feet of new medium and large stores in the Downtown will not be absorbed in the near term. However, specific opportunities for individual stores who are not present in Torrington may continue to present themselves and retail openings are not expected to come to a complete standstill.

Office Demand

Based on the anticipated level of growth of categories of employment that generate demand for office space in the Torrington market area and considering the amount of office development in planning associated with the courthouse and the availability of existing vacant space, market support for additional new office construction is less than the 125,000 square feet of new professional offices previously projected.

The likely office space prospects are branch bank facilities, medical offices or affiliate facilities of a hospital, government operations (such as the planned Courthouse), branch educational facilities of colleges and various state and non-profit social service operations. Generally speaking, these are office facilities required to be close to local customers, patients, students or clients and they are facilities which tend to prefer ground floor location with adequate and convenient adjacent parking.

Growth in the demand for this type of office space is supported by the fact that the education and health care sectors are projected to experience increased employment going forward. This could represent some modest level of support for new construction or rehabilitation of office space in Torrington.

Residential Demand

The residential component of the market study focused extensively on the proposed re-use of the Torrington Company manufacturing facilities on Franklin Street for 200 units containing 2 and 3 bedrooms. The conclusion was that the property could not physically accommodate 200 units. A maximum of 53 units is more likely. In addition, market support for 2 and 3 bedroom condos is likely weak given the abundant and affordable inventory of condos and homes presently on the market and projected population growth insufficient to exhaust the available supply.

In terms of overall market demand, “managed” rental properties were found to have stabilized occupancy at 93% or better although there were very few rental properties being marketed in Torrington.

Local rental rates may be too low to make acquisition and adaptive reuse of existing non-residential properties such as the Torrington Company building financially feasible with conventional financing. Typically, properties such as these utilize Low Income Housing Tax Credits, Historic Preservation Tax Credits, New Market Tax Credits and various forms of financing through the Connecticut Housing Finance Authority to address financing issues. The rehabilitation of existing structures which contain residential units on the upper stories of buildings previously occupied by office space may be a more affordable approach.

Conclusions

The findings and conclusions of the market study were considered during the planning process for the preparation of this Project Plan. The strategy contained in the Project Plan is to implement first phase activities in the core of the Downtown building upon current strengths with a focus on public infrastructure investments in support of private investment. The Phase 1 area contains many structures with vacant space which can be rehabilitated for mixed use occupancy. The non-residential portion of buildings will be

targeted towards smaller establishments. The residential portion will focus on rental units possibly including artisan housing cited in the market study as a targeted market segment. Future phases will include the portion of the Project Area proposed for medium to large stores in the 2006 Conceptual Master Plan. It should be noted that the present economic downturn is also impacting the more outlying locations and slowing the development of additional competitive facilities. The improvements to the Downtown will serve to enhance its competitive position and marketability when the economy regains its strength. Market conditions will be monitored as Phase 1 is implemented.

4.0 EXISTING LAND USE AND ZONING

4.1 *Existing Land Use*

Figure 4-1 depicts existing land uses in the Project Area. The Project Area is a mix of public institutional, commercial, specialty retail, tourist, industrial and residential land uses. The downtown architecture is dominated by early 19th century and 1930's Art Deco style buildings. There are two National Register Historic Districts located within the Project Area. Prominent cultural and destination properties of the downtown include the Warner Theatre, Nutmeg Conservatory, Yankee Peddler Inn, City Hall, and Coe Park. Commercial and industrial developments have generally occurred in proximity to the downtown area and along Route 202, which is known as East Main Street in the southeast part of the city, and along Litchfield Street in the south end.

The area contains approximately 114 acres not including right-of-ways and waterbodies. The predominant land use is commercial with 58 acres. An additional 5 acres is occupied by a mix of commercial and residential use. Industrial use is 15 acres with institutional uses comprising 16 acres. An additional 9 acres is devoted to off-street parking primarily in support of these use categories with open space comprising approximately 6 acres. Land devoted to solely residential use occupies approximately 4 acres.

The Naugatuck Railroad crosses the river and Water Street in the western section of the Project Area. The line is utilized by an occasional tourist train service that is operated by the Railroad Museum of New England, under a lease with the Connecticut Department of Transportation (DOT). The Torrington Plan of Development indicates that the railroad right-of-way should be preserved for either rail service or as a greenway.

4.2 Existing Zoning

Zoning in the Project Area is primarily GB (general business). Figure 4-2 depicts the zoning designations present in the study area. The GB area is surrounded by a mix of R6 (residential 6,000 square feet) and LB (local business). The only industrially zoned district (I) within the study area is located along the Naugatuck River, off Franklin Street and Franklin Drive. Requirements for each of these districts are summarized in Table 4.2.

Table 4.2
Requirements by Zoning Classification

Zoning Designation	GB	R6	LB	I
Minimum Lot Size	NA	6,000 sf	10,000 sf	10,000 sf
Minimum Lot Width	NA	200 ft	80 ft	80 ft
Front Setback	NA	50 ft	10 ft	10 ft
Side Setback	20*	25 ft	25 ft	25 ft
Rear Setback	20*	100 ft	25 ft	25 ft
Maximum Height	60	35 ft	50 ft	60 ft
Maximum Impervious Surface Ratio	NA	.3**	.75	.75
Maximum Building Coverage Ratio	NA	.1	NA	NA

* If adjacent to Residential Zone

** Non residential use only

4.3 Existing Topography

Figure 4-3 shows the topography within the Project Area.

4.4 Flood Plain Boundary

Figure 4-4 displays the 100 year and 500 year flood zone boundaries. These flood areas relate to the Naugatuck River and the East Branch of the Naugatuck River. There are not significant portions of the Project Area within the 100 year and 500 year boundaries. The majority of the area within these boundaries is proposed for the greenway.

5.0 EXISTING STREETS, SIDEWALKS, AND UTILITIES

5.1 *Streets and Sidewalks*

A study of the street network within the Project Area which included field inspections and measurements was completed. The following sections provide a description of the existing roads within the study area. For evaluation purposes, the study area was divided into three sections with boundaries of the Naugatuck River and Main Street:

Section 1: North of Naugatuck River and West of Main Street

Section 2: North of Naugatuck River and East of Main Street (includes Main Street)

Section 3: South of Naugatuck River

Within the study, there are three types of roadways: arterial, collector, and local. Arterial and collector roadways are high volume roadways where the majority of traffic is through vehicles. On an arterial roadway vehicles are usually traveling regionally, where as collector roadways typically connect arterial roadways and accommodate vehicles which are traveling to destinations located within the city. The arterial roadways within the study include:

- U.S. Route 202 (Litchfield Street/ East Main Street)
- S.R. 800 (Main Street/ South Main Street)
- Water Street
- Migeon Avenue

The collector roadways within the study area include:

- Prospect Street

- Church Street

Local roads are generally used only to access properties within the immediate area and typically have lower traffic volumes. The local roadways within the Project Area include:

- Mason Street
- City Hall Avenue
- John Street
- Franklin Street
- Center Street
- High Street
- Summer Street

The following is a description of the roadways in the Project Area:

U.S. Route 202: U.S. Route 202 (Litchfield Street/East Main Street) is a two-lane, east-west roadway that provides access to Route 8 east of the Torrington downtown area, and provides a connection to the adjacent towns of New Hartford and Litchfield. Route 202 traverses the downtown study area and crosses the East and West Branches of the Naugatuck River. Sidewalks are provided on both sides of the roadway, and the posted speed limit is 25 miles per hour. On-street parking is provided at various locations along this roadway throughout the study area.

State Route 800: S.R. 800 (Main Street/South Main Street) is a two-lane, north-south roadway with sidewalks on both sides in the downtown area. The posted speed limit is 25 miles per hour in the downtown area. On-street parking is provided on Main Street north of Water Street.

Water Street: Water Street is a two-lane, east-west roadway. The posted speed limit is 25 miles per hour. Sidewalks are provided on both sides of the roadway. At its intersection with Church Street, Water Street becomes Migeon Avenue.

Migeon Avenue: Migeon Avenue is a two-lane, north-south orientated roadway with pedestrian access and sidewalks on both sides. The street becomes Water Street at its intersection with Church Street. This roadway provides no on-street parking

Prospect Street: Prospect Street is a two-lane, north-south roadway with on-street parking on both sides of the street. The limits of Prospect Street within the downtown study area are Pearl Street to the north and Litchfield Street to the south. Sidewalks are provided on both sides of the street.

Church Street: Church Street is a two-lane, east-west roadway that provides pedestrian access with sidewalks on both sides west of Water Street and one side east of Water Street. This roadway has restricted on-street parking.

Mason Street: Mason Street is a two-lane, east-west local roadway, with pedestrian access and sidewalks on both sides. Mason Street terminates on John Street to the west and Main Street to the east. This roadway has no on-street parking to the west of Prospect Street, but provides access to a public parking lot behind the YMCA.

City Hall Avenue: City Hall Avenue is a two-lane, east-west local roadway, with pedestrian access and sidewalks on both sides. It provides access to City Hall from Main Street and intersects Main Street opposite Mason Street. This roadway provides on-street parking on the north side and access to a public parking lot.

John Street: John Street is a two-lane, north-south local roadway that connects Mason and Water Street. It has sidewalks on both sides of the roadway and on-street parking on one side.

Franklin Street: Franklin Street is a two-lane, east-west local roadway. Side walks are provided on both sides of the roadway and on-street parking is provided on one side. This roadway is one-way eastbound at the S.R. 800 (Main Street)/Water Street/Franklin Street intersection, and becomes a two-way immediately east of the intersection.

Center Street: Center Street is a two-lane, north-south local roadway that connects East Main Street to Franklin Street. It provides pedestrian access with sidewalks on both sides, and has on-street parking on one side. The posted speed limit is 25 miles per hour.

High Street: High Street is a two lane, north-south local roadway. No on-street parking is provided on this street but sidewalks are proved on both sides.

Summer Street: Summer Street is a two-lane, east-west local roadway, which provides pedestrian access with sidewalks on both sides. No on-street parking is provided. Summer Street connects Prospect Street and High Street.

Intersections

The following intersections were selected because they are most likely to be affected by the additional traffic created by the downtown redevelopment project.

U.S. Route 202 (East Main Street) at Wall Street/Willow Street

East Main Street at Wall Street/Willow Street is a four-way signalized intersection, which provides a single lane on each approach. East Main Street forms the east and west intersection legs, while Wall Street forms the north leg and Willow Street forms the south leg. All of the intersection approaches are fairly flat. The traffic signal provides a simple two-phase operation with concurrent pedestrian movements.

U.S. Route 202 (East Main Street) at Center Street

East Main Street at Center Street is a three-way signalized intersection. The east and west intersection legs are formed by East Main Street, while Center Street forms the south leg. All of the intersection approaches are relatively flat. The traffic signal provides a three phase operation with an exclusive pedestrian phase.

U.S. Route 202 (East Main Street) at S.R. 800 (Main Street)/Water Street/Franklin Street

This intersection is a complex five-way intersection in the center of downtown. It serves as the junction for the primary routes that traverse the city. East Main Street forms the east intersection leg, Water Street form the west leg, Main Street forms the north and south legs, and Franklin Street forms the southeast leg. Franklin Street is one-way in the southeast direction at the intersection, and becomes two-way immediately past the intersection. The East Main Street approach provides four lanes including two left turn lanes and two right turn lanes. The Main Street approaches provide three lanes, while the Water Street approach provides two lanes. The intersection is fairly flat with a slight downward grade on Water Street heading towards Main Street. The intersection has a traffic signal which provides a five phase operation, and includes concurrent pedestrian movements.

U.S. Route 202 (Litchfield Street) at Wilson Avenue/Prospect Street

Litchfield Street at Prospect Street/Wilson Street is a four-way signalized intersection. Litchfield Street forms the northeast and southwest legs, Prospect Street forms the northwest leg and Wilson forms the southeast leg. The Prospect and Wilson Street approaches are slightly offset at the intersection with Litchfield Street. The Litchfield Street eastbound approach provides two lanes, one exclusive left turn lane and one shared through/right turn lane. All other approaches provide a single lane. All of the

intersection approaches are relatively flat. The traffic signal provides a four-phase operation with concurrent pedestrian movements, split phasing for the Wilson Street and Prospect Street approaches, and an eastbound advance left turn phase for Litchfield Street.

S.R. 800 (Main Street) at Pearl Street/East Pearl Street

Main Street at Pearl Street/East Pearl Street is a four-way signalized intersection. Main Street forms the north and south legs, while East Pearl Street and Pearl Street form the east and west legs. All of the intersection approaches provide single lanes. The Pearl Street and East Pearl Street approaches are slightly offset at the intersection with Main Street. The Pearl Street approach has a downward grade towards Main Street, while East Pearl Street has a slight upward grade towards Main Street. The traffic signal provides a three-phase operation with concurrent pedestrian movements and a westbound advance left turn phase for East Pearl Street.

S.R. 800 (Main Street) at City Hall Avenue/Mason Street

This is a four-way signalized intersection. Main Street forms the north and south legs, City Hall Avenue forms the east leg, and Mason Street forms the west leg. Each approach is a single lane. The City Hall Avenue and Mason Street approaches have slight downgrades towards Main Street. The traffic signal provides two phases including concurrent pedestrian movements.

S.R. 800 (South Main Street) at U.S. Route 202 (Litchfield Street)/ Torrington Plaza Drive:

This is a four way signalized intersection. Main Street and South Main Street form the north and south legs, the Torrington Plaza Driveway forms the east leg, and Litchfield Street forms the westerly leg. All approaches to this intersection are fairly flat. This

intersection is controlled by the same traffic signal controller as the Main Street at East Main Street/ Water Street/ Franklin Street intersection to the north. The signal operation provides split phasing for the Litchfield Street and Torrington Plaza Driveway approaches and concurrent pedestrian movements.

Water Street at Prospect Street:

This is a four-way signalized intersection. Water Street forms the east and west legs, and Prospect Street forms the north and south legs. The Prospect Street approaches are slightly offset. All of the approaches provide single lanes. The intersection is fairly flat with a slight upgrade on the westbound Water Street approach. The traffic signal operation provides two phases including concurrent pedestrian movements.

Water Street at Stop & Shop Drive:

This is a three-way unsignalized intersection. A large island splits the drive into two separate drives. Drivers treat the driveways on both sides of the island as full access roadways. No signage or control is at the intersection. Drivers stop as they exit the drive onto Water Street. Stop & Shop drive forms the south leg, while Water Street forms both the east and west legs of the intersection. The Water Street approaches are flat, while the Stop & Shop drive has a slight upgrade towards Water Street.

Water Street at Church Street/ Migeon Avenue:

This is a four-way signalized intersection. Migeon Avenue forms the north leg, Water Street forms the south leg, and Church Street forms the east and west legs. The Church Street approaches are slightly offset. Each of the approaches provide single lanes and are generally flat. The traffic signal operation provides two phases including concurrent pedestrian movements.

Summer Street at High Street:

This is a three-way unsignalized intersection with a stop sign at the Summer Street approach. Summer Street forms the east leg and High Street forms the north and south legs of the intersection. The High Street approaches are flat, while the Summer Street approach has a slight upgrade towards High Street.

Prospect Street at Pearl Street:

This is a four-way signalized intersection with single land approaches on each leg. Pearl Street forms the east and west legs, while Prospect Street forms the north and south legs. The traffic signal operation provides two phases including concurrent pedestrian movements.

Prospect Street at Mason Street:

This is a four-way signalized intersection with single land approaches on each leg. Mason Street forms the east and west legs, while Prospect Street forms the north and south legs. The signal operation provides two phases including concurrent pedestrian movements.

Figure 5-1 shows existing conditions for the roadway network.

5.1.1 Transit Service

Transit service in Torrington is provided in several different forms. Kelly Transit Company provides express service between Torrington and Hartford on a daily basis not including weekends. The Northwestern Connecticut Transit District offers a Dial-A-Ride Program as well as local bus service (Candystriper) operated by Kelley Transit. The Candystriper operates on a deviated flexible route basis which means a bus will travel $\frac{3}{4}$ mile off its local

bus route upon request, to pick up riders. There are three routes offered in Torrington. All three routes begin and end at City Hall which is located within the Project Area.

5.2 *Water*

Water is supplied to the study area by the privately owned Torrington Water Company. The water mains, ranging from 4 to 12 inches in diameter, are ductile iron pipes. Water surveys of Torrington, conducted in 1992 and 1998, found no significant deficiencies relative to the 3,500 gallons per minute standard, within the study area.

The Rubin Hart Reservoir is the main public water supply source, and North Pond serves as a backup. Secondary supplies come from the Allen Dam, with Whist Pond serving as a back up. No wells are used for the public water supply. A filter plant is located on Norfolk Road, which treats the 2 million gallons per day (mgd), used by the downtown area.

The water system is capable of providing 5.3 mgd at full capacity. The current average daily demand on the system is 3.0 mgd. Overall, the water supply system in the Project Area supports existing and projected development levels.

Figure 5-2 shows existing water mains.

5.3 *Sanitary Sewer*

The Torrington Water Pollution Control Authority (WPCA) is responsible for operating and maintaining a 7.0 mgd wastewater treatment facility. The wastewater transmission system consists of approximately 163 miles of sanitary sewer lines and 12 wastewater pumping stations throughout the city, all of which are maintained by the WPCA. The

Water Pollution Control Facility is currently operating at 75 % of its overall capacity (5.5mgd) and has extra capacity available.

There are approximately 15,000 sanitary sewer connections in the system. The downtown study area is predominantly gravity fed and is serviced by three primary interceptors for the wastewater collection system. The 30-inch northwest interceptor follows the south bank of the West Branch Naugatuck River between Church Street and Litchfield Street (Route 202). A 24-inch pipe that is now abandoned can be seen within the riverbed downstream from the Church Street Bridge. A 36-inch interceptor crosses the river off Franklin Street near Center Street. Overall, the sanitary sewer system in the Project Area supports existing and projected development levels.

5.4 *Storm Sewer*

The storm sewer system is a combination of tile pipe and reinforced concrete pipes that carry the storm runoff to several outfall points located along both the East and West Branch Naugatuck River.

The City of Torrington Department of Public Works states that the current storm sewer management system consists of a series of collection inlets linked by a variety of storm pipes, ultimately discharging to the Naugatuck River. This system is satisfactory for existing and future development.

5.5 *Gas, Electric, Telephone, and Cable*

Figures 5-3 and 5-5 graphically present the existing gas and electric/telephone network, respectively. Each is described briefly below.

Gas – Yankee gas supplies natural gas to the city’s downtown area. The distribution network in the downtown area consists of a combination of low and high pressure, cast iron and steel gas mains that range from 4 inch to 12 inch in size. Yankee Gas provides gas service to downtown Torrington on all major roads. High Street, Summer Street, Prospect Street, East Main Street, Center Street, Church Street, Maiden Lane, and City Hall Avenue are primarily serviced by a 4 inch to 12 inch cast iron low pressure gas mains. John Street and Mason Street receive gas from a 2 inch to 4 inch wrapped steel high pressure gas mains. South Main Street, Franklin Street and Water Street have both low and high pressure mains. Gas mains cross the Naugatuck River in two locations. A 12 inch low pressure gas main and a 6 inch wrapped steel high pressure gas main on South Main Street and a 12 inch low pressure main on Prospect Street both cross the river.

Electric and Communications – Electric service in the Project Area is provided by CL&P. Distribution lines form an underground network through the area, except on east Main Street between Main Street and Route 8, where they are above ground. Telephone service is provided to the downtown area by SBC Communications. SBC lines in this area are located underground with the exception of East Main Street, where service runs above ground between Main Street and Route 8. Fiber optic cables are present on all major routes in the Torrington network.

Cable – Cable television service is provided to the downtown area by Cablevision of Litchfield, Inc. All cable lines are located underground.

6.0 DESCRIPTION OF PLAN PREPARATION PROCESS AND ALTERNATIVE APPROACHES CONSIDERED TO ACHIEVE PROJECT OBJECTIVES

6.1 *Initial Planning*

The preparation of this Project Plan has evolved over the last decade. As the economy of Torrington and the region transitioned from its traditional industrial base to a 21st century service economy, changes in Downtown Torrington became apparent. Between 1998 and 2002, three studies were completed to address revitalization of the area. In 2002, a Conceptual Master Plan for the Downtown was published. This Plan proposed nearly the total redevelopment of upper Water Street with 350,000 square feet of new retail and 70,000 square feet of new office/residential use. A parking garage for 1100 cars was proposed for a location off Church Street. The Franklin/Center Street area was proposed to be redeveloped with 150,000 square feet of a mix of uses as well as a 200,000 square foot civic/institutional facility. Adaptive re-use of 500,000 square feet of former industrial space to create 400 dwelling units was also proposed. A series of traffic, parking and streetscape improvements were proposed.

6.2 *Environmental Impact Evaluation (EIE) Under CEPA*

The EIE under CEPA was initiated in 2003. The Draft EIE was issued in June 2006. The Draft EIE contained a revised Conceptual Development Plan dated May 2006. The 2002 Conceptual Master Plan was evaluated as an alternative action in accordance with the CEPA process. This 2006 Plan differed from the 2002 Plan in several ways:

- The 200,000 square foot civic/institutional facility was removed since a decision was made to locate the new courthouse north of the project area.

- The estimated 350,000 square feet of retail in the Water Street area was reduced to 255,000 square feet.
- The former Stone Container factory proposed for 200 dwelling units was proposed for continued non-residential use.
- The 300-car parking structure off City Hall Avenue was eliminated from the Plan.
- The 1,100-car parking structure off Church Street was eliminated from the Plan.
- The proposal to create a T intersection at the Main St./E. Main St./Water St./Franklin St. intersection requiring the acquisition of a building was replaced by a proposal to make Main Street one-way northbound.

The EIE for the Conceptual Master Plan contains a summary of adverse environmental effects and proposed mitigation as well as benefits, project purpose and need. These summaries in a table format from the Executive Summary section of the EIE are presented below.

TABLE ES-1
SUMMARY OF ADVERSE ENVIRONMENTAL EFFECTS AND PROPOSED MITIGATION
Conceptual Master Plan for Downtown Torrington Redevelopment

Resource	Adverse Effect	Proposed Mitigation
Land Use	Development within state-owned railroad right-of-way.	New pedestrian pathway near displaced railroad right-of-way.
Property	Acquisition and/or easements on 49 private properties; displacement of 29 businesses and 34 residences (many low income).	Torrington Relocation Plan for residences and businesses; potential relocation within new development areas; relocation of suitable affordable housing for low income displaced residents.
Socioeconomics	Estimated net fiscal cost to Torrington of \$8 million over 20 years.	Private and state investment in revitalization, future vitality and quality of life of downtown.
Historic and Archaeological	Demolition of 17 (50%) historic buildings in historic district; impact reduced by façade retention on 5 and substantially altered condition of 6 of the 17 buildings ⁽¹⁾ .	Increase historic building rehabilitation/reuse component of redevelopment plan and decrease demolitions to meet the standards of the Connecticut SHPO.
Environmental Risk Sites	Environmental hazards may be encountered at 15 identified risk sites.	Phase I and Phase II site assessments and remediation where necessary, according to state standards and regulations.

⁽¹⁾ Represents the maximum adverse effect requiring additional preservation and adverse impact reduction during later project planning phases, to be undertaken by Torrington, DECD and the State Historic Preservation Office (SHPO).

In response to these adverse environmental impacts with reference to historic and archeological resource impacts, an historic resources investigation by Fitzgerald and Halliday, Inc. was commissioned. A copy of the report summarizing the results of this investigation is attached as Appendix A. As a result of this report, the former Torrington Manufacturing Company Complex on Franklin St. and 66 Center St. previously proposed for demolition are no longer proposed for such action in this Project Plan.

**TABLE ES-2
BENEFITS OF THE CONCEPTUAL MASTER PLAN AND PROJECT PURPOSE AND NEED**

RESOURCE	BENEFIT	PROJECT PURPOSE AND NEED
Land Use	Achieves planned mix of complementary uses, revitalization, streetscape, reuse of property, pedestrian walkways connecting city attractions to downtown	Strengthens existing mixed uses of downtown.
Community Characteristics	Revitalization improves quality of life for residents and attracts visitors. Relocation of fire station will improve access to service areas.	Promotes economic development, arts and tourism.
Property	Impacts allow success of master plan for revitalization of deteriorating urban center, and replacement, reuse / rehabilitation of deteriorating buildings.	Strengthens existing mixed uses of downtown and promotes economic development, arts and tourism.
Zoning	Achieves land use objectives of Torrington Plan of Development	Strengthens existing mixed uses of downtown;
Socioeconomics	City: net positive increase in employment, population, consumer expenditures. Conservative estimate of net fiscal loss to Torrington of \$8 million over 20 years.	Strengthens existing mixed uses of downtown and promotes economic development, arts and tourism;
	State: net positive increase in employment, population, gross state product, personal income, state revenue = \$125 million over 20 years	Promotes economic development, arts and tourism;
	Private: potential \$54 million annually in retail sales	Promotes economic development, arts and tourism
Traffic and Parking	Roadway concepts improve traffic flow (LOS D or better), added parking and pedestrian environment streetscape improvements.	Improves pedestrian facilities, traffic circulation, parking and streetscape.
Historic Resources	Reuse of historic factory; retention and/or rehabilitation of a minimum of 8 historic buildings in the Water Street NRHD; creation of a historical railroad plaza, promotes façade improvement program; streetscape and riverwalk improves setting	Partially preserves Torrington's heritage and historic character. Strengthens existing mixed uses of downtown.
Visual and Aesthetic	Streetscape, Riverwalk, rehabilitation of deteriorating historic buildings.	Promotes economic development, arts, culture, tourism, heritage and historic character, and improves pedestrian environment.
Water Resources	Riverwalk physically and visually reconnects downtown streetscape with the river. Improvements in stormwater control would result of overall long-term improvements	Preserves Torrington's riverfront heritage.
Floodplains	Possible encroachment on 100-year flood boundary with Riverwalk.	Riverwalk is beneficial for all project purposes and needs.
Wetlands	Improvements in stormwater control would result of overall long-term improvements.	Preserves Torrington's riverfront heritage.

RESOURCE	BENEFIT	PROJECT PURPOSE AND NEED
Wildlife and Vegetation	Use of native, non-invasive vegetation in riverside landscaping and removal of invasive species would result of overall long-term improvements.	Preserves Torrington's riverfront heritage.
Environmental Risk	Permanent remediation of an estimated 15 potentially contaminated sites providing long-term local and regional benefit.	Promotes economic development
Cumulative Impacts	Cumulative effect of projects promotes city and state economic and community development.	Preserves city and state heritage and historic character; promotes local and regional arts, cultural interests and tourism; improves pedestrian facilities, traffic circulation, and streetscapes.

6.3 *Planning Basis For This Project Plan*

The May 2006 Conceptual Plan and EIE findings have been used as the basis for planning for this Project Plan. In 2008, a real estate market study updating a 2001 study was completed. This study concluded that due to changes in market area conditions, support for the 255,000 square feet of new retail space in the Water Street area and the 150,000 square feet of office space does not currently exist at the level included in the May 2006 Conceptual Plan at this time. While demand for 200 housing units in the downtown may exist, it is more logical to consider such housing at various locations through a re-use of existing vacant and underutilized space rather than concentrated at one location. Furthermore, work-live space should be considered as part of this housing demand.

Based on these market conclusions as well as economic conditions, this Project Plan proposes a phased approach to revitalization of the Downtown. The approach is to build upon existing strengths in the Downtown through increased occupancy of existing buildings in the core of the Downtown rather than demolition and redevelopment. The importance of the Warner Theater and Nutmeg Ballet as anchors of the downtown is central to this strategy. It is anticipated that later phases will include the mixed use redevelopment proposed in the May 2006 Conceptual Plan and evaluated as part of the CEPA process. Principles that will help to shape the revitalization process in the first phase and beyond will be smart growth initiatives, modification to zoning regulations, historical preservation guidelines and regulations as well as municipal, state, and federal economic development strategies. As described in Section 7, a series of infrastructure improvements are proposed to support private investment in the Phase 1 Area.

7.0 TYPES AND LOCATIONS OF PROPOSED LAND USES AND INFRASTRUCTURE

7.1 *Proposed Land Use*

Figure 7-1 presents the Proposed Land Use Plan for the Project Area. The land use categories included in the Plan represent the predominant use in a specified area. By definition, downtowns are mixed use areas wherein economic strength is drawn from the interaction of activities on a 24 hour basis. Downtowns can no longer survive and flourish as solely retail centers. Successful downtowns need a mix of retail, service, office, cultural and educational institutions, government and residential uses.

The Proposed Land Use Plan embraces this mixed use approach. The strategic vision developed over the last several years and embodied in the Conceptual Master Plan is consistent with this approach. The vision builds on the strengths of the Torrington Downtown including the cultural attractions of the Warner Theater and the Nutmeg Ballet inclusive of their educational programs. It is also based on a retention of the urban fabric by limiting demolition and redevelopment in the first phase.

The land use categories shown on Figure 7-1 all provide for a mix of uses within a strategic theme. Each category highlights what is anticipated to be the primary land use in that portion of the Project Area.

Cultural/Commercial – CC

This use designation encompasses the block where the Warner Theater and Nutmeg Ballet are located. These cultural anchors generate the opportunity for restaurants and retail uses.

Public/Institutional – PI

A significant portion of the Downtown contains the governmental, civic and house of worship uses which define traditional centers in New England communities. Similar to the cultural uses, these institutions attract people to the Downtown creating the opportunity for multi-purpose trips. In addition, the visitation patterns to these institutions provide the possibility of their off-street parking areas to be used to support other uses in the Downtown. These areas surround and are within walking distance of the Phase 1 core area.

Commercial – C

This land use designation is proposed for areas within the core of the Downtown as well as at the gateways. The predominant use will be retail, office, hospitality and service establishments. Some residential will be found within these areas on a limited basis.

Commercial/Residential - CR

This land use designation is proposed for areas on the north side of the Naugatuck River. This area contains structures which may be appropriate for mixed use with commercial uses on the first floor and residential on the upper floors. This approach will support urban street level activity and at the same time provide views of the river from the upper floor residential units. While shown on the Phase 1 Concept Plan as commercial, in the long term the current Torrington Plaza may be appropriate for mixed use redevelopment with a residential component. This could be part of an extensive site configuration with residential use on the portion of the parcel adjacent to the river and non-residential use oriented towards South Main Street.

Residential – R

There is one portion of the Project Area in Center Street/East Center Street which is primarily residential and would remain in this use category with investment in rehabilitation and new infill development.

7.2 *Project Phasing*

This Project Plan will be implemented in phases. The Phase 1 area is delineated in Figure 7-1. The balance of the Project Area is proposed to be revitalized in future phases consistent with the uses designated in the Land Use Plan. The following section provides a description of Phase 1 activities.

7.2.1 **Phase 1 Area**

The Phase 1 area contains the core of the downtown inclusive of the intersection of Main St., South Main St., Water St., East Main St., and Franklin St. which defines the downtown. Figure 7-1a presents the Phase 1 Conceptual Plan. The core area contains the Warner Theater and Nutmeg Ballet which are major activity generators. The Phase 1 area also contains “restaurant row” as well as Yankee Peddler Inn. These are destination uses as well as supportive of the cultural venues. The revitalization strategy for the Project Area is to build on the strengths of the Phase 1 area with strategic public investments resulting in private investment. This same investment strategy will be implemented in the balance of the Project Area in future phases.

Within the Phase 1 area, there are specific actions proposed to implement the vision for revitalization. These actions are described below:

Main Street and City Hall Avenue Area

The Main Street and City Hall Avenue area strategy primarily focuses around the improvement of the infrastructure to strengthen the core of the downtown and to provide incentives to investment. The existing difficult intersection of East Main Street (Route 202), South Main Street, Water Street, Franklin Street, and Main Street will be addressed by closing Franklin St., thereby reducing the current five leg intersection to four legs, creation of a one-way Main Street

(northerly) and a new City Hall Avenue roadway connection from Main Street to East Main Street. The intersection improvements will not only improve vehicular circulation, but will greatly improve the pedestrian environment by reconfiguring and enlarging sidewalk and plaza areas. There will be a reorganization and creation of new parking areas to support the Warner Theater, Nutmeg Ballet; and other existing and proposed uses as well as general streetscape and building façade renovations to enhance the visual interest on the streetscape. There will be unified walkway pavements, decorative site lighting, landscaping, benches, bike racks, trash receptacles, and signage.

The EIE for the Project Area contained a full traffic analysis. This analysis concluded that the roadway concepts inclusive of the one-way Main St. segment would improve traffic flow. As part of the preparation of this Project Plan, this analysis was reviewed and the conclusions contained in the EIE were confirmed.

Based upon conceptual designs completed to date, the creation of City Hall Avenue and parking area would necessitate the acquisition of a maximum five properties and three partial acquisitions. The specific properties to be acquired and buildings to be removed will be based on final design and consultation with property owners. The reconfiguration of parking and the creation of City Hall Avenue also creates the ability to reinforce a streetscape scene by constructing and renovating commercial/office buildings along this section of East Main Street.

Center Street and Franklin Street Area

The Center Street and Franklin Street area improvements primarily focus around the reconfiguration and creation of new parking areas to support the existing and potentially new mixed-use development. Based upon conceptual designs completed to date, the creation of a more unified and efficient parking

area would necessitate the acquisition of a maximum of seven properties and three partial acquisitions. The specific properties to be acquired and buildings to be removed will be based on final design and consultation with property owners. The combination of these parcels into a unified parking area will provide benefits to virtually all surrounding buildings and properties.

As part of improving the primary downtown intersection of East Main Street, South Main, Water Street, and Main Street to only a four-way intersection, it is proposed to eliminate the roadway connection of Franklin Street to the Main Street intersection. The elimination of Franklin Street as a through street will allow for the construction of pedestrian greenway and plaza space along the north bank of the river integrated with the changes to the major intersection discussed above. General streetscape renovations to enhance the visual interest on the streetscape such as unified walkway pavements, decorative site lighting, landscaping, benches, bike racks, trash receptacles, and signage will be implemented.

The area south of Franklin Street adjacent to the river and occupied by the former Torrington Manufacturing facility is proposed as a mixed-use development area to be undertaken through private investment. This area is not proposed for acquisition under this Project Plan. The development may include reuse of existing structures, new development, or a combination of these two approaches. The State Historic Preservation Office has commented that the former Torrington Manufacturing Company buildings and the Patent Stone building at the corner of Franklin and Center Street require a full evaluation prior to any demolition or rehabilitation activities.

Water Street and Prospect Street Area

The Water Street and Prospect Street area improvements primarily focus around creation of an improved and unified streetscape theme that will include unified walkway pavements, decorative site lighting, landscaping, benches, bike racks, trash receptacles, and signage. The majority of existing building facades that require maintenance will be restored to preserve any historical integrity remaining. This is the area where investment in the renovation and in some cases the adaptive reuse of existing buildings will focus in Phase 1. The area to the west of Prospect Street contains parking areas with off-peak occupancy to support this investment as well as other uses in the surrounding area. These include parking lots associated with Trinity Church on both Water Street and Prospect Street as well as the public parking area adjacent to the YMCA.

Torrington Plaza and South Main Street Area

The Torrington Plaza and South Main Street area improvements focus primarily around the potential for redevelopment of the Torrington Plaza shopping center. These improvements would reflect the Main Street streetscape with the creation of an improved and unified streetscape theme that will include unified walkway pavements, decorative site lighting, landscaping, benches, bike racks and trash receptacles. New signage across the South Main Street Bridge and down South Main Street will strengthen the connection between this area and the core downtown area. The creation of a linear park along the south bank of the river to provide an open space linkage from Main Street to the Fuessenich Park will serve a similar purpose.

These improvements are intended to provide an incentive for the private redevelopment of Torrington Plaza. The Concept Plan envisions this site reconfigured to provide street frontage development along South Main Street to provide a link with the core of the downtown. The area along the river would

become an integral part of the development rather than a physically and visually neglected “rear yard” area as is the situation with the current development. It is envisioned that this area will become a mixed use area inclusive of residential development.

Naugatuck River Greenway

The Naugatuck River Greenway is an integral part of this plan as it is proposed to provide a pedestrian linkage from Fuessenich Park to the downtown via three proposed pedestrian bridges and northwesterly to the future rails-to-trails linear trail, Christmas Village, and the future regional courthouse. The implementation of pedestrian bridges over the river in strategically placed locations will make parking on the south of the river more readily accessible for users of the destinations on East Main Street, Main Street, and Water Street. This greenway provides numerous opportunities to introduce the public back to the river with river restoration and cleanup, planting restoration, and educational signage. It is anticipated that the greenway will be developed in segments over a number of years.

7.2.2 Future Phases

The portion of the Project Area to the west of Prospect Street is designated as a mixed-use redevelopment area. This area has been designated as the Phase 2 portion of the Project Area. This is the area designated for new development in the May 2006 Conceptual Master Plan. At this time, no specific actions are proposed for the Phase 2 area. The EIE which evaluated the May 2006 Conceptual Master Plan, contained estimates of acquisition, displacement, demolition and infrastructure improvements as well as anticipated private investment. The Conceptual Master Plan and its impacts will serve as a basis for the selection of Phase 2 activities. However, at this time there are no property acquisitions or public investments proposed in the Phase 2 Area. As Phase 1 activities are implemented and economic conditions support activities

within the Phase 2 area, the Project Plan may be modified to describe Phase 2 activities.

The balance of the Project Area beyond the Phase 1 and Phase 2 areas includes established land uses where preservation and continued use will be the primary treatment. There may be some limited in-fill development compatible with existing development.

7.3 *Proposed Infrastructure*

7.3.1 Streets and Sidewalks

The Project Plan proposes several improvements to streets and sidewalks in the Phase 1 area to improve both vehicular and pedestrian circulation. Figure 7-2 shows proposed right-of-way adjustments and Figure 7-3 shows enhanced pedestrian areas. These pedestrian areas include both streetscape improvements in the core area as well as pedestrian and open space areas adjacent to the Naugatuck River.

7.3.2 Water and Sanitary Sewer

Based upon an analysis of existing water and sanitary sewer lines within the Project Area as well as the overall capacity of the two systems, it has been determined that no major replacement of facilities or extension of services is necessary to support Phase 1 activities. There may be a need to replace or redirect some lines providing service to in-fill development sites as well as disconnect service from structures proposed for demolition.

7.3.3 Storm Sewers

The proposed connection of City Hall Avenue with East Main Street will require the installation of storm sewers to connect with the existing system. The general locations and size of the additional storm sewers which will be installed

to provide drainage for the off street parking lots will be based on final design and engineering.

7.3.4 Gas, Electric, Telephone, Cable

No changes to these networks are proposed. It is assumed that incremental improvements will be made to these systems by the respective providers as technology advances are made.

7.3.5 Off-Street Parking Areas

The Phase 1 Parking Conceptual Plan, Figure 6-1 shows the location of two proposed off-street parking lots. These parking lots will consolidate and expand upon parking areas currently in multiple ownership to create more efficiently designed and accessible parking areas under centralized management. A final layout and property acquisition limits will be determined following survey and the preparation of construction documents. Based upon the current level of design, the parking area adjacent to the new City Hall Avenue extension will contain 238 spaces and the parking lot adjacent to Center Street will contain 225 spaces.

Calculation of Parking Need

The Environmental Impact Evaluation (EIE) prepared for Downtown Torrington Redevelopment addressed current and future parking needs reflective of the 2006 Conceptual Master Plan. The analysis included a survey of an area similar to the area covered by Phase 1 of the MDP. This survey included both off-street parking lots and on-street parking. The occupancy of the parking spaces was surveyed on a weekday midday, weekday afternoon and Saturday midday. The on-street spaces were on average being utilized at a 35% rate. The utilization of off-street lots ranged from a low of 8% to a high of 56% depending on the lot and time of day. Overall, the conclusion of the EIE was that the on-street and off-street parking within the downtown appeared to have a

lower rate of utilization than the perceived parking availability. It acknowledged that the usage in some areas such as Water Street and Main Street were higher than other areas.

The EIE also addressed the issue of special event parking using the Warner as an example. A survey was conducted the evening of an 82% full performance. The conclusion was that sufficient parking is available for such an event if a substantial parking lot like Torrington Plaza is available. If it is not available, people must walk further making it less convenient, but parking could be found. In terms of moving forward over the extended period of project implementation, the EIE concluded that in addition to 850 new surface parking spaces in the Water Street redevelopment area, some 450 spaces would be provided in the Center Street/Franklin Street area and 500 spaces for the residential, retail and office developments in the Water and Church Street area. It should be noted that development proposed in these areas was greater than what is now planned.

Similar to the overall current approach to implementation of the Project Plan in phases, the provision of parking in the Project Area should be planned in phases to accommodate the occupancy of existing vacant building space as well as new in-fill development. Reflective of the current and future mixed-use development pattern, the concept of shared parking based on varying peak demand periods is integral to the parking plan. Specifically, the existence of an extensive number of public assembly uses (Warner Theater, Nutmeg Ballet, houses of worship, YMCA and schools) provides both existing parking resources which can serve other uses as well as peak demand periods when other uses (retail, office, service, government) do not require parking.

For purposes of analysis of parking needs and supply, the Project Area was subdivided into 19 sub-areas. Using the assessor's database, the square footage of structures for each parcel was divided into four use categories:

- Commercial
- Industrial / Storage
- Residential
- Institutional / Places of Assembly

The following assumptions were used to estimate parking need on a square footage basis:

- | | |
|--------------------------|---------------------------|
| ➤ Commercial | 1 space per 300 sq. ft. |
| ➤ Industrial / Storage | 1 space per 1,000 sq. ft. |
| ➤ Residential Apartments | 1 space per 750 sq. ft. |
| ➤ Residential <4 Units | 1.5 space per/unit |

It must be recognized that at this point in the planning process it is difficult to be specific as to the reuse of existing structures. This is particularly true in the case of multi-story buildings where the assessment records show an entire building as commercial, but where upper story use in the future may be residential. When such a conversion occurs, the parking need would be less at 1 space per 750 square feet for residential use than the 1 space per 300 square feet for commercial use. Considering that the parking demand for the institutional/places of assembly would be off-peak, no parking demand has been assigned to these uses. This approach is consistent with the results of the parking usage survey contained in EIE.

The Phase I Conceptual Plan was used to estimate parking need and supply. This analysis resulted in a parking need estimate of 1,826 spaces with a supply of 1,761 spaces for a supply deficit of approximately 65 spaces. It should be remembered that this calculation assumed full occupancy of currently vacant

space. Furthermore, the assumption that vacant non-residential space will not be converted to residential use may overstate demand.

To further address parking needs in the Project Area, the proposed zoning described in Section 8 permits a reduction in parking requirements through shared parking based on different peak hour demand periods. The reduction may be as great as 40%.

Based upon the Phase I Concept Plan and the parking need/supply analysis, it is recommended that the construction of a parking structure only be considered as a later phase activity to supplement the existing and proposed surface parking. The timing of the development of a parking structure would be determined through a monitoring of increased parking demand resulting from new investment in the Project Area. As this new investment results in the occupancy of currently vacant and underutilized space, the parking need will then approach the level estimated above.

In order to plan for the possibility of a parking structure in the future, five potential sites strategically located within the Project Area have been identified. One site is behind the properties on the west side of Main Street between Mason Street and Maiden Lane. This site is adjacent to the Yankee Peddler Inn where additional parking would be beneficial to the operation of that business as well as surrounding uses. A second location is where the fire station on Water Street is currently located. While this site has been considered as part of the development in the western portion of the Project Area, it is centrally located to serve the entire Project Area. The current municipal parking lot adjacent to the YMCA is a possible site since it is already dedicated to a parking use. The other two locations would be construction of a parking structure on the reconfigured surface parking areas proposed in Phase I.

7.3.6 Phasing of Project Activities and Infrastructure Improvements

Consistent with the phased approach to implementation of this Project Plan, a program of activities including infrastructure improvement phasing is proposed. The sequence and content of the phases places priority on improvements which support the existing development strengths of the Downtown as well as new investment. The public infrastructure investment program is intended to provide the incentive for private development proposals in the planning stages as well as those which will emerge in the future. This phased approach also recognizes the public funding limitations under which the Project Plan will be implemented. The timing and content of the infrastructure phases shown on Figure 7-4 are summarized below. The specific phasing and activities are flexible and can be adjusted as appropriate as the Project Plan is implemented.

Action Area A

These improvements are proposed as the first phase and include the construction of City Hall Avenue Extension and the consolidation and expansion of off-street parking.

Action Area B

These improvements include a major reconfiguration of the East Main Street, South Main Street, Water Street and Main Street intersection and the closure of Franklin Street. This will be implemented in conjunction with the potential conversion of Main Street to a one-way northbound street. This phase will also include an expansion of pedestrian areas within plazas and expanded sidewalks as shown on the Concept Plan. Streetscape improvements will be implemented on Main Street and East Main Street. The section of the greenway on the south side of the Naugatuck River between South Main Street and Prospect Street will be part of this phase.

Action Area C

These improvements include the consolidation and expansion of off-street parking. The realignment of Center Street as shown on the Concept Plan may be part of this phase or part of a later phase based upon funding availability.

Infrastructure improvements in the balance of the Phase 1 area and the balance of the Project Area will be implemented in support of the future private investment and on a schedule based on the extent and timing of funding availability.

8.0 PROPOSED ZONING / LAND USE CONTROLS

As shown on Figure 4-2 Existing Zoning, the Project Area is predominately zoned as a General Business (GB) district. There are small portions of the Project Area classified as Industrial (I), Residential (R-6) and Local Business (LB). It is proposed to create a new zoning classification – Downtown District (DD). The boundary of this district will be co-terminus with the Project Area boundary. The regulations and the district will be adopted by the Planning and Zoning Commission to provide consistency with the Project Plan.

The Downtown District controls are as follows:

Uses

The uses permitted either as of right or by special exception in the Downtown District are listed below. The definition of uses shall be those contained in the City of Torrington Zoning Regulations. The use code from the Torrington Zoning Regulations is provided in () for cross-reference purposes.

The following uses are permitted as of right subject to submission of a Site Plan.

- Educational Uses (2.05-2.09)
- Libraries and Museums (2.15)
- Social and Fraternal Clubs, Union Halls (2.20)
- Hospitals (2.60)
- Sales and Rental of Goods, Merchandise or Equipment – no storage or display of goods outside a fully enclosed building (3.00)
- Retail Stores (3.10)
- Retail Stores with Drive Through Windows (3.12)
- Personal Services with the exception of pawnbrokers (4.10-4.99)
- Hotels and Motels (4.90)

- Bed and Breakfast (4.95)
- Professional Offices (5.10-5.80)
- Radio and TV Stations (5.90)
- Indoor Recreation (6.10, 6.15)
- Theaters for Movies and Performing Arts (6.18)
- Restaurants, including taverns and other places licensed to sell alcoholic beverages with carry-out and delivery service as well as service and consumption outside fully enclosed structure (7.10-7.50)
- Service and Sales with Installation of Motor Vehicle Parts or Accessories (8.20)
- Motor Vehicle Repair or Service (8.30)
- Automobile Garages or Parking Lot which is the principle use on the Lot (9.10)
- Buildings and Uses of the City of Torrington (18.0)
- Print Shops, Sign Painters, Photocopy Centers, Newspaper Production (19.05)
- Temporary Outdoor Uses – Carnivals, Fairs, Auctions (21.00)
- Residential Use and Dormitory Use for educational programs, 2nd and 3rd floors (1.31)

The following uses are permitted by Special Exception:

- Churches, Synagogues and Other Places of Worship including accessory buildings related to such uses. (2.10)
- Residential Uses Including Multi-Family. For Multi-Family housing, the minimum lot size for new construction is 9,000 square feet. There shall be no minimum lot size or maximum number of units requirement for the conversion of existing structures to residential use. New construction shall be limited to 15 units per net acre. (1.10-1.30, 1.35, 1.39)
- Boarding Houses (1.60)
- Group and Family Care and Day Care Facilities (1.84-1.85)
- Sale of Gasoline (8.40)
- Car Wash (8.50)

- Warehouse providing interior access to self storage which are completely enclosed in a building existing on or before 8/2/99 and which has been converted to such use. (9.31)
- Cemetery and Crematorium (14.00)
- Bus Station and Train Station (16.00)
- Utility Companies and Energy Production (20.00)
- Child Daycare Center (2.30)

Use not listed as permitted either as of right or by Special Exception shall not be permitted in the Project Area.

Area, Setback and Height Requirements

There shall be no minimum lot sizes nor lot width requirements with the exception of new construction multi-family housing in the DD. The only yard setback requirements shall be when a property is adjacent to a residential zone. In such situations, there shall be a side or rear yard setback of 20 feet. There is no front yard setback requirement. For new construction, there shall be a maximum front yard setback of 10 feet unless the setback is used for streetscape, open space or outdoor dining. The maximum height shall be 60 feet.

Parking Requirements

Many areas of the Downtown District were developed prior to the emergence of the motor vehicle as the dominant transportation mode. For this reason, on-site parking was not part of the historic fabric of the area. It is recognized that the successful revitalization of the area cannot be realized if traditional parking standards are made a requirement of the occupancy existing buildings. For that reason, special parking requirements applicable only to the Project Area and the Downtown District in the Zoning Regulations are included in these land use controls. These requirements are as follows:

1. For existing non-residential structures, there will be no requirement for on-site parking. It is the intent of this Project Plan to provide adequate off-street and on-street parking to meet the needs of existing buildings.
2. New non-residential development or an increase of 10% or more of non-residential space in an existing structure must provide evidence that sufficient parking is available within 1,000 feet of the property to serve the new or increased development. Such parking shall be provided at the rate of 1 space per 350 square feet of building area.
3. New residential development must provide on-site parking at a ratio of 1 space per dwelling unit for efficiency and one-bedroom units and 1.5 spaces per dwelling unit for units with 2 or more bedrooms.
4. In the calculation of the parking requirement, reduced parking based upon different peak demand periods may be used. The reduction may be as great as 40% based on a parking need study submitted by the applicant.

Design Guidelines

In recognition of the architectural and historic heritage of the Torrington Downtown, the City of Torrington, the Planning and Zoning Commission and the Architectural Review Committee have prepared Design Review Guidelines for the area. These guidelines are attached as Appendix B. The guidelines include several central design principles to be followed in the rehabilitation and/or construction of buildings. These principles are:

- Buildings should be restored in a historically sensitive and appropriate manner.
- New construction should be architecturally compatible with local historic buildings.
- Use materials that need little or no maintenance and which equal the natural beauty and characteristics of the original structure.
- Replace or repair original facades.

- Maintain the open character of storefronts by using comparatively large amounts of glass.
- Maintain the rhythm created by upper story windows.
- Choose a combination of colors which unify building elements.
- New construction and additions should incorporate massing, building shapes and roof shapes that are present in surrounding buildings as well as the use of compatible building materials.
- Principle facades of new construction should have an orientation and setback which relate to surrounding properties.
- While signs are unique to a particular building, the placement and design of the sign should relate to the façade of the building. Signage shall be limited to no greater than 15% of available window space.

In addition to the design principles listed above and contained in Appendix A, the design of structures should, to the extent feasible, incorporate elements which will result in LEED certification. This will include both the construction and operation of new buildings. LEED promotes a whole building approach in five areas:

- sustainable site development;
- water savings;
- energy efficiency;
- materials selection;
- indoor environmental quality.

9.0 ACQUISITION / DISPOSITION

9.1 Acquisition, Policies and Procedures

As described in Section 6.0, the vision for the Phase 1 for the Project Area as represented in the Concept Plan is to provide public improvements building upon existing strengths and to provide an incentive for private investment. Therefore, Phase 1 acquisition and disposition within the Project Area will be focused on these public improvements. As a result of acquisitions to provide for public improvements, there may be limited sites available for in-fill development, but this is not the primary purpose of the proposed acquisition program. The proposed acquisitions described in this section are based upon conceptual designs completed to date. The extent of acquisitions necessary to construct improvements will be determined based on detailed design in consultation with property owners.

The acquisition process will comply with regulations and procedures as such may apply under federal, state and local law inclusive of the Uniform Relocation and Real Property Acquisition Act. The TDC intends to pursue acquisitions through negotiation with property owners. The TDC will commission fair market appraisals which will be used as a basis for acquisition negotiations. However, if after good faith efforts negotiated purchases are not possible, the adoption of this Project Plan authorizes the use of eminent domain by the City of Torrington to acquire property. Prior to the use of the eminent domain process, the property to be acquired will be identified and the need for eminent domain made part of the official record. The use of eminent domain to acquire specific properties must be approved by the TDC and the City Council.

9.2 Acquisition Areas

Phase 1 activities will be implemented in stages with the first priority being the extension of City Hall Avenue and the reconfiguration of the parking between the extended City Hall Ave. and the rear of properties fronting Main Street. This area has been designated as Action Area A. It is the intention of the Torrington Development Corporation to provide the land needed for these activities through negotiations with property owners. The extent of land necessary to construct these improvements will be determined based on detailed design in consultation with property owners. Based upon conceptual designs completed to date, five parcels and portions of three parcels would be the maximum number of parcels needed to accommodate these activities.

The second priority area within Phase 1 is the area bordered by East Main St., Center St. and Franklin St. Activities proposed in this area include reconfiguration of the parking area internal to this block. This area has been designated as Action Area C. Based upon anticipated funding availability, these activities will be implemented within a later timeframe than the first priority activities described above. The same design and consultation process as described above will be used to determine the amount of land necessary for these activities. Based upon conceptual designs completed to date, seven parcels and portions of three parcels would be the maximum number of parcels needed to accommodate these activities. Figure 9-1 shows these areas and a list of the proposed acquisitions is presented in Tables 9.1 to 9.2. Figure I-I includes parcel lines and ID numbers as included in the tables.

Table 9.1
Action Area A
Proposed Acquisitions

Parcel ID	Address
116	32 City Hall Avenue
117 *	City Hall Avenue
121 *	84 Main Street
122 *	68 Main Street
126	57 East Main Street
127	73 East Main Street
128	83 East Main Street
130	53 St. Johns Place

* Partial Acquisition

Table 9.2
Action Area C
Proposed Acquisitions

Parcel ID	Address
162	48 Center Street
163	34 Center Street
164	28 Center Street
165 *	80 East Main Street
167	37 Volkman Lane
168 *	50 East Main Street
169 *	46 East Main Street
176	Franklin Street
177	33 Franklin Street
178	Franklin Street

* Partial Acquisition

9.3 Disposition

The properties to be acquired will create four disposition parcels to implement the Project Plan. These parcels are shown on Figure 9-2 Disposition Map. The following describes the proposed use as well as the square footage of each parcel. The square footage is an estimate which will be refined by final design and survey prior to disposition.

Disposition Parcel 1

This parcel will be transferred to the City of Torrington as a right-of-way for an extension of City Hall Avenue from its current easterly terminus point in a southerly direction to intersect with East Main Street. This parcel contains 27,250 square feet.

Disposition Parcel 2

This parcel will be a public off-street parking lot with access from the extended City Hall Avenue. The lot will be connected to the existing public parking lot located on the south side of City Hall Avenue. This lot will consolidate several existing parking areas as well as some areas currently occupied by structures. As noted on Figure 9-2, the actual boundary of this parcel will be determined as part of final design and survey. A critical component of this design will be to provide access for servicing the rear of properties on Main Street. Several of these uses including the Warner Theater have specific needs for unloading and loading which must be accommodated. Also, final design of City Hall Avenue extension will need to address this service access requirement. This parcel contains 77,586 square feet.

Disposition Parcel 3

Depending on the extent of acquisition required for the parking area and the City Hall Avenue extension, there may be a parcel created for in-fill development. As included in the Concept Plan, this parcel contains 9,472 square feet inclusive of a building designated

for rehabilitation. A development parcel at this location is intended to retain and strengthen the East Main Street gateway.

Disposition Parcel 4

This parcel will be a public off-street parking lot with access from East Main Street and Center Street. This lot will consolidate several existing parking areas as well as some areas currently occupied by structures. This parcel contains 105,735 square feet. As with Disposition Parcel 2, the actual boundary of this parcel will be determined as part of the final design and survey. This design will address the issue of access to parcels fronting on East Main Street.

Disposition Parcel 5

This parcel will be dedicated to the realignment of Center Street as it approaches East Main Street. The existing Center Street ROW to the east will be retained for streetscape improvements as part of strengthening the East Main Street gateway.

10.0 APPRAISALS / TITLE SEARCHES

The TDC will procure appraisals and title searches for parcels designated for acquisition in accordance with local and state procurement policies. The appraisals will be used as a basis for negotiation for property acquisitions. Title searches of properties to be acquired will be requested as part of the implementation of the project. Acquisition dollars for a property will not be released until the title search is submitted to DECD.

11.0 FINANCING PLAN

11.1 *Estimated Project Costs*

A preliminary cost estimate has been prepared for Phase 1 activities within Action Areas A, B and C. The component costs for each Action Area include:

- Property Acquisition
- Relocation Costs
- Demolition
- Infrastructure Improvements
- Support Services Including Program Administration
- Contingencies

The cost estimates are as follows:

Action Area A	\$6,325,000
Action Area B	\$5,900,000
Action Area C	<u>\$5,545,000</u>
	\$17,770,000

Following approval of the final MDP Project Plan, as part of project implementation, these estimated costs will be refined.

11.2 *Financing Plan*

The implementation of this Project Plan is to be financed by a combination of federal, state and local funds as well as potential proceeds from the disposition of property. It is anticipated that applications for funding will be filed under various programs as

applicable. It is expected that following approval of this Project Plan, the Torrington Development Corporation acting as the Development Agency designated by the City of Torrington will make application to the Commissioner of Economic and Community Development on forms prescribed by said Commissioner.

12.0 RELOCATION PLAN

12.1 Estimate of Displacement

Subject to detailed design and consultation with property owners, the Phase 1 acquisition as described in Section 9 will result in the potential displacement of 9 businesses, 6 households and 1 fraternal club. The estimate of occupancy is based upon a review of assessor records and field surveys. Prior to project implementation, on-site relocation interviews will be undertaken. The on-site interviews may reveal some vacancies which could reduce the amount of displacement. Table 12.1 presents a listing of estimated displacement by parcel.

**Table 12.1
Estimate of Displacement**

Parcel ID	Address	Occupancy
116	32 City Hall Avenue	Offices (5)
126	57 East Main Street	Retail (1)
128	83 East Main Street	Retail (1)
162	48 Center Street	Industry
163	34 Center Street	Fraternal Lodge (1)
164	28 Center Street	Residential (2)
167	37 Volkman Lane	Residential (4)
177	33 Franklin Street	Retail (1)

12.2 Relocation Plan

A Relocation Plan which contains the policies and procedures to be followed in assisting businesses and households to be displaced is attached as Appendix C.

13.0 ADMINISTRATIVE PLAN

13.1 Development Agency

The Torrington Development Corporation (TDC) has been designated as the Development Agency for this project. The TDC will exercise all necessary powers granted to it under Section 8-188 of the Connecticut General Statutes to implement the Project Plan.

13.2 Development Agency Responsibilities

The TDC responsibilities shall include the following as well as others which may be determined necessary to implement the Project Plan.

- Procure title searches and appraisals for property to be acquired.
- Negotiate the purchase of property.
- Provide assistance to businesses and households displaced in accordance with the procedures contained in the Relocation Plan.
- Procure the services of appropriate design and other professionals necessary to carry out demolition and construction activities.
- Obtain any necessary permits and approvals under local, state and federal regulations.
- Coordinate and supervise the bidding process for construction activities.
- Monitor compliance with applicable affirmative action/equal employment opportunity laws and regulations.
- Provide for inspection and quality control of construction activities.
- Dispose of property at fair market value.
- Manage all local, state and federal funds in accordance with accepted accounting standards.

- Prepare and submit required progress reports to appropriate local, state and federal agencies.

13.3 Project Plan Modifications

This Project Plan may be modified at any time in accordance with the provisions of 8-191. Such modifications must be with the consent of the Commissioner of DECD. In addition, if the modification is after the lease or sale of real property, the lessors or purchasers of such real property or their successor or successors in interest affected by the modification must consent. When the proposed modification will substantially change the Project Plan, the modification must be approved in the same manner as originally approved.

13.4 Time Period of the Project Plan

This Project Plan and/or modification shall be in full force and effect for a period of ten (10) years from the date of approval by the City Council. The City Council shall review the Project Plan at the end of this ten (10) year period and shall reapprove the Plan for an additional ten (10) years in order for the Plan to remain in effect.

14.0 DESCRIPTION OF PUBLIC BENEFITS

The implementation of this Project Plan will create a wide range of public benefits within the context of downtown revitalization. The focus on activities which support investment in existing properties rather than clearance and redevelopment recognizes the unique qualities of Torrington’s Downtown. These qualities include significant cultural assets, high quality architecture, the potential to rediscover the Naugatuck River and to re-create a mixed live/work/shop/entertainment environment which was once the strength of the Downtown.

The provision of off-street parking, pedestrian friendly streetscapes, and more efficient traffic flow support infill investment opportunities as well as the investment in existing properties. The long term benefits will include an increase in the tax base, increased employment, improvement in structural conditions and infrastructure systems as well as new residential opportunities.

Based upon existing conditions and the potential for investment, the public benefits have been quantified as follows for the Phase 1 area.

Employment

Construction Period Employment

The Phase 1 construction period jobs will be generated by infrastructure improvements and the renovation of existing buildings. The estimated infrastructure improvement budget inclusive of demolition of approximately \$11,000,000 is expected to generate an estimated 130 Full Time Equivalent (FTE) jobs. This estimate is based on labor costs at 60% of total costs and an average wage of \$50,000. There is an estimated 180,000 square feet of vacant building space in the Phase 1 area. A rehabilitation cost of \$100 per square foot results in an \$18,000,000 investment. Labor costs at 60% of this investment

are \$10,800,000 with an average wage of \$40,000 generates 270 ETE jobs. It is not unreasonable to expect that investment will also be made in building space not currently vacant. This will potentially equal the investment in vacant space creating a similar level of job generation.

Permanent Employment

The amount of full time employment to be generated will depend on the mix of uses in both the vacant space to be renovated and the overall increase in economic activity as revitalization proceeds. An estimate has been made assuming occupancy of 90,000 of the 180,000 square feet of vacant space by commercial uses. At 3.5 employees per 1,000 square feet, the 90,000 square feet will generate 315 jobs. It should be noted that the Environmental Impact Evaluation (EIE) for the total project area estimated employment at 2 jobs per 1,000 square feet for 70,000 square feet of office space and 5 jobs per 1,000 square feet for 200,000 square feet of retail. The 3.5 jobs per 1,000 square feet used here is an average of these two rates. This job estimate does not include additional employment resulting from increased demand by existing establishments.

Housing

Phase 1 activities will result in the creation of new housing units through the occupancy of vacant building space as well as the renovation and reconfiguration of currently occupied space. In order to calculate the increase in the number of dwelling units, only vacant space is included. Based on an average unit size of 750 to 1,000 square feet, renovation and occupancy of 50% of the vacant space (90,000 square feet) will accommodate 90 to 120 dwelling units.

Market Value of Land

As Phase 1 is implemented, the market position of the Downtown will be strengthened. The improvements at the East Main Street, South Main Street, Main Street, Water Street, Franklin Street intersection and the other improvements described in Sections 6 and 7 will enhance the vitality of the Downtown when combined with private investment. This

will create a demand for additional investment in the Project Area including the Phase 2 area designated as a Future Mixed Use Development Area. As a result, market values in the Project Area will be sustained and in many cases increased.

Infrastructure and Aesthetic Improvements

The primary focus of public infrastructure improvements in the Project Area is to improve pedestrian and vehicular movement. These improvements include the development of consolidated, well designed off-street parking areas. These parking areas will support existing businesses and cultural venues as well as the occupancy of vacant building space. The design of the parking areas will be integrated with streetscape improvements to encourage people to park their vehicles and experience the Downtown as pedestrians. The design and installation of a greenway along the Naugatuck River will enhance this experience.

The aesthetic quality of the Project Area will be raised through a program of rehabilitation of existing structures and the construction of in-fill development. The land use controls for the Project Area included in Section 8 include Design Review Guidelines. These guidelines encourage the restoration of existing buildings as well as new construction in a manner which is historically and architecturally sensitive.

Goals for Blight and Environmental Remediation

The proposed infrastructure improvements as well as the renovation of structures will address conditions wherein a lack of investment has resulted in varying levels of deterioration. This deterioration is found in both public infrastructure elements and privately owned structures. Project activities will provide investment to address these conditions. As part of project activities, environmental remediation will be undertaken when conditions warranting such remediation exist.

The Project's Role In Assisting Residents To Improve Their Standard of Living and In Maintaining or Enhancing The Competitiveness of Torrington

Torrington has long served the role as a regional center. The State Conservation and Development Policies Plan 2005-2010 includes this regional center designation. The project activities will strengthen the downtown as a mixed use environment where people work, dine, enjoy cultural activities and live. The historical and architectural character of the area will be preserved and improved to provide a vibrant, exciting experience for residents and visitors. The standard of living of residents will be assisted by the availability of additional employment opportunities, new and renovated housing units, an improved physical environment and a strengthened tax base.

15.0 DETERMINATION OF FINDINGS

The adoption of this Project Plan shall affirm the following findings:

- ***Use of Project Area Land and Buildings***
The land and buildings within the Project Area will be used principally for industrial or commercial uses.

- ***Consistency With the Torrington Plan of Conservation and Development***
The Torrington Planning and Zoning Commission is currently in the process of updating the Torrington Plan of Conservation and Development. The current plan contains goals, objectives and policies for the downtown area. The Project Plan is consistent with these goals, objectives and policies as follows:

Goal: To maintain the viability of the downtown area as a major commercial center in the city.

Objectives:

- Increase available parking
- Maintain the architectural integrity and character of the downtown area during new construction and renovations.
- Increase the usage of second and third story vacant area for residential use.

Policies:

- Change the zoning regulations to insure the maintenance of the architectural integrity and character of the downtown area. This would include regulations for store fronts, signs, lighting and landscaping.
- As the downtown area expands, confine retail expansion to the area shown in the future land use map.

- As the downtown expands, recommend that municipal parking be expanded by building multi-level parking on one or more of the existing City-owned parking lots. Recommended for consideration – City Hall Avenue, Mason Street and behind the library; also recommend that consideration be given to acquiring additional property in the downtown area and the acquiring of the parking lot behind the Warner Theater.

- ***Consistency With the Regional Plan***

The Regional Plan approved by the Litchfield Hills Council of Elected Officials designates the Torrington Downtown as a Regional Center consistent with the State Conservation and Development Policies Plan 2005-2010. The definition of a regional center and Growth Management Principle #1 is described below.

- ***Consistency With State Conservation and Development Policies Plan 2005-2010***

This Project Plan has been prepared with due consideration given to the State Conservation and Development Policies Plan 2005-2010. *The Locational Guide Map* designates the Torrington Downtown as a Regional Center. Regional Centers are assigned the highest priority value for development. The policy for these areas is described as follows:

“Regional Centers – Redevelop and revitalize the economic, social and physical environment of the state’s traditional centers of industry and commerce.”

The State Conservation and Development Policies Plan 2005-2010 contains 6 Growth Management Principles. Growth Management Principle #1 is *Redevelop and Revitalize Regional Centers and Areas with Existing or Currently Planned Physical Infrastructure*. The actions proposed in the Project Plan build on the existing infrastructure in the downtown as well as retention of its urban fabric.

- ***Need For Public Action***

This Project Plan will contribute to the economic welfare of Torrington and the State of Connecticut as a result of the generation of construction period and permanent jobs, increased local property taxes as well as state sales and income tax revenue. In order to create these benefits, it has been determined that the public action under Chapter 132 is required.

16.0 STATEMENT OF MINORITY PARTICIPATION

The Torrington Development Corporation (TDC) has established this Statement on Minority Participation and a Program for Affirmative Action. This Statement and Program is applicable to all development activities to be administered by TDC as described elsewhere in this Plan. The performance standard for minority and female participation is expressed in percentage terms of the total person-days of on-site labor on all project activities administered by TDC are as follows:

Minority Participation 10%
Female Participation 3%

In addition, set aside goals for participation in contracts awarded are 10% of construction costs for Disadvantaged Business Enterprises (DBE) and 4% of construction costs for Women Business Enterprises (WBE). Maximum practicable efforts are required to be made to achieve these goals.

Language which includes minority participation provisions will be incorporated in all contracts related to execution of activities to be administered by TDC. All contractors must prepare and submit a Contractors Minority Business Enterprises Utilization Form and comply with the provisions of Section 4a-60(a) - (e) of the Connecticut General Statutes. TDC will monitor compliance with these goals and will report as applicable to the Department of Economic and Community Development.

16.1 Project Purpose

16.1.1. Downtown Revitalization

The purpose of the Downtown Municipal Development Plan is to revitalize the Project Area through a combination of private and public investment. There is a

significant amount of vacant and underutilized buildings in the area which are proposed for mixed use development primarily through rehabilitation and renovation.

The public investment will be primarily for infrastructure improvements including off-street parking, street network improvements and enhancements to the pedestrian network. These activities will create both construction period and permanent jobs.

16.1.2. Job Creation

The activities proposed in the Project Plan will create an estimated 130 jobs during the construction period.

16.1.3. Affirmative Action

The Torrington Downtown Project is funded under the provisions of Connecticut General Statutes, Chapter 132. With the retention and/or creation of jobs explicit standards of affirmative action and equal opportunity will be implemented in the redevelopment activities.

16.2 Minority Participation

16.2.1 Commitment

Essential to the focus on job retention and creation is a commitment by the Torrington Development Corporation, to real and significant minority participation in the project during the construction stage.

16.2.2. Performance Standard

Pursuant to the terms and conditions of the state grant-in-aid for the project, a minority participation performance standard of 10% and a women participation standard of 3% of the total person-days of on-site labor has been established. In

addition, set aside goals for participation in contracts awarded are 10% of construction costs for Disadvantaged Business Enterprises (DBE) and 4% of construction costs for Women Business Enterprises (WBE).

16.2.3 Government Requirements

The State of Connecticut acting through the Department of Economic and Community Development and the Commission on Human Rights and Opportunities will be consulted as to the above performance standard for this project prior to the execution of any assistance agreement.

16.3 Area of Minority Participation

16.3.1 Construction Employment (Equal Employment Opportunity)

In accordance with the project's minority and women participation standard, the Torrington Development Corporation shall require contractors and sub-contractors to hire minority and women construction workers in constructing this project.

16.3.1.1 Minority Construction Workers Defined

Minorities for this area of participation are citizens of the United States who are Black, Hispanic, Asian, Native American, Eskimo or Aleutian.

16.3.1.2 Implementation Method

a. Pre-Qualification of Bidders

A process of pre-qualification of bidders will be used. As part of this process, all prospective bidders will be informed of the minority and women employment standards contained in this Statement. In addition, information as to a company's current

minority employment status and plans for future employment will be requested.

b. Bid Advertisement

Announcements inviting contract bids will advise candidates as to the following:

- i. The participation of minority and women construction workers is an integral part of the project plan, required by the terms and conditions of any federal and state grants-in-aid for constructing the project.
- ii. The performance standard for minority and women construction workers for the project is 10% and 3% respectively of the total person-days of on-site labor required to complete project activities.
- iii. Ability and willingness to meet the projects minority and women construction workers performance standards.

c. Alerting Minority and Women Construction Workers

On the same day the project is advertised publicly for prime contract bid, the Torrington Development Corporation shall alert governmental and social service agencies as to the public works nature of the project, the minority and women hiring requirements to be followed by the contractors and sub-contractors engaged to construct the project and the upcoming availability for construction worker jobs. The agencies to be contacted will be included on a list to be assembled by TDC

specifically for this project. This list may include but not be limited to:

- Connecticut Dept. of Labor- Employment Service Job Center
- Regional Workforce Development Board
- - NAACP- National Association of Women in Construction
- Building Trade Unions
- Organizations such as churches, synagogues, service clubs, lodges, social clubs, neighborhood clubs, etc. which can be identified as potential sources of outreach to minority and women construction workers.

Directly upon the award of the prime contract to a general contractor, TDC shall apprise the above-named organizations of the project and other pertinent information as to how qualified candidates may present themselves for consideration for employment.

16.3.1.3 Reporting System

By the fifth day of each month, the prime contractor shall be required to furnish the TDC a manpower utilization report, listing the names, addresses, job descriptions, number of hours worked, and racial and ethnic background of all those who worked on the project for them in the previous month, and such other information and in such form, as the TDC shall deem appropriate. And by the fifteenth day of each month, the TDC shall file a statement on construction manpower utilization, with prior verification thereof by construction contractor on-the-job representative, with the Connecticut

Department of Economic and Community Development, which report shall summarize the projects actual minority and women construction workers participation performance in relation to stated standards.

16.3.1.4 Impartial Monitoring

The TDC shall enlist the services of competent and impartial monitoring entity to assist in implementing this Minority Participation Statement by doing the following:

- a. Monitor compliance with the projects minority and women construction workers participation standard by visiting the construction site and communicating its observations to the TDC.
- b. Attest to the validity of statements made by the TDC and contractors to the agencies of federal and state governments, regarding the projects actual minority and women participation performance in relation to its stated performance standard.

16.3.2 Construction Subcontracts (Disadvantaged Business Enterprise)

This Affirmative Action Plan establishes goals for participation in construction sub-contracts by Disadvantaged Business Enterprises (DBE). This goal has been established at 10% of the total value of the on-site labor costs. This goal does not impact on the construction employment standards included in Section A. This goal does not represent a mandatory performance standard.

16.3.2.1 Disadvantaged Business Enterprise Defined

a. Private Ownership

A privately owned disadvantaged business enterprise is one in which at least 50% of the stock is owned by minority group members, 50% of the profits of which accrue to the minority group owners and minimum of 10% of the work force are minority.

b. Public Ownership

A publicly owned minority business is one in which at least 51% of the profits of which accrue to the minority group stock owners, and a minimum of 10% of the work force are minority.

16.3.3 Construction Subcontracts (Women Business Enterprise)

A goal for participation in construction sub-contracts by Women Business Enterprises has been established at 4% of the total value of the on-site labor costs. This goal does not impact on the construction employment standards included in Section A. This goal does not represent a mandatory performance standard.

16.3.3.1 Women-Owned Enterprise Defined

a. Private Ownership

A privately women-owned business enterprise is one in which at least 50% of the stock is owned by female group members, 50% of the profits of which accrue to the female group owners and a minimum of 10% of the work force are women.

b. Public Ownership

A publicly women owned business is one in which at least 51% of the stock of which is owned by female group members, 51% of the profits of which accrue to the female group stock owners, and minimum of 10% of the work force are women.

16.3.4 Implementation Method (Construction Subcontracts)

16.3.4.1 Pre-Qualification

As part of the pre-qualification process for bidders, all contractors will be made aware of the goals for DBE and WBE sub-contract participation. Information will be requested as to how the firm will attempt to meet the established sub-contract goals. Also as part of this process, potential DBE and WBE sub-contractors will be solicited for inclusion on the bidders list. These DBE and WBE firms will be asked to provide evidence as to the source of their certification.

16.3.4.2 Bid Advertisement

Announcements inviting contract bids will advise potential bidders as to the following:

- a. The participation of minorities and women is an integral part of the project plan, required by the terms and conditions of applicable federal and state grant-in-aids for constructing the project.

- b. The DBE participation goal and WBE participation goal for the project is 10% and 4% respectively of the total dollar value of on-site labor costs.
- c. Ability and willingness to meet this projects 10% DBE and 4% WBE is a significant bidding qualification for prime contract bidders.
- d. Each prime contract bidder shall submit as part of this bid package a sufficient break-down of on-site labor costs for each division of work and for each subcontract intended to be given by such contract bidder, to include the name and minority and women participation of each such sub-contractor.

16.3.4.3 Impartial Monitoring

The TDC shall enlist the services and assistance of local building trade unions and regional employment and business development agencies, in consultation with the Connecticut Department of Economic Development and Small Business Administration to assist in implementing this Minority Participation Statement by doing the following:

- a. Attest to the validity of statements made by the TDC to the agencies of state government, regarding the projects actual minority and women participation performance in relation to its stated goal.
- b. Notify minority and women subcontractors of the project.

- c. Endorse minority and women subcontractors to qualify for participation in the bid competition.
- d. Assist minority and women subcontractors to secure bid and performance bonds and financing.

16.3.5 Reporting System

By the fifth day after the award of the prime contract, and on the fifteenth day after the beginning of each calendar quarter thereafter the TDC, with prior verification thereof by construction contractors on-the-job representative, shall file a statement with the Connecticut Department of Economic and Community Development summarizing the projects actual DBE and WBE participation in related to stated goals.

16.4 Penalties

Based upon the reports filed by contractors and reviewed by TDC, a failure by contractors to meet the mandatory performance standards will result in a forfeiture without legal recourse by the contractor of \$10,000 for each percentage point below the minority and women employment standard established in the contract.

16.5 Responsibility

By form of this Statement on Minority Participation, bidders for prime contract, subcontracts, and sub-contractors are served notice that in order to qualify a responsible bidders for award and of performance of any contract attendant to the construction work for the Project, they must be willing and able to strive for the Projects Performance Standard and goals established herein.

3153-01-Apr0309-rpt.

**APPENDIX A
HISTORIC RESOURCES
INVESTIGATION REPORT**

HISTORIC RESOURCES INVESTIGATION

TORRINGTON MUNICIPAL DEVELOPMENT PLAN



Prepared under contract to:

MILONE & MACBROOM, INC.

By:

FITZGERALD & HALLIDAY, INC.
72 Cedar Street
Hartford, CT 06106



March 2009

Torrington Municipal Development Plan Historic Resources Investigation

Overview

Potentially significant historic and architectural resources within the study area of the proposed City of Torrington Municipal Development Plan (MDP) were identified and evaluated by Fitzgerald & Halliday, Inc. (FHI) in January 2009. Information was obtained through research and review of the National Register of Historic Places, the Connecticut Statewide Historic Resource Inventory, and the archival collections at the Torrington Historical Society Library. In addition, FHI reviewed the highly detailed Sanborn maps of the area, which provided a comprehensive view of the succession of resources within the MDP site during its period of significance in the late 19th and early 20th centuries (see Appendix 1). FHI also utilized field reconnaissance, site tours, review of aerial and oblique aerial photography, and current building records to obtain information on current building conditions and the quality of remaining historic fabric.

Much of the proposed MDP site coincides with the Downtown Torrington Historic District, which is roughly bounded by Church and Alvord Streets, Center Cemetery, Willow Street, East Main Street, Litchfield Street, and Prospect Street. Under the proposed MDP, most of the Historic District would remain intact and undergo rehabilitation; however, some areas of the Historic District, specifically portions of Center Street and Franklin Street, were proposed for demolition and redevelopment. FHI canvassed the MDP site on foot, performed historic research, and consulted with Susan Chandler, Historical Architect at the Connecticut State Historic Preservation Office (SHPO), to identify and evaluate potential historic and architectural resources that may be impacted by the MDP.

Findings

The majority of buildings proposed for demolition under the MDP did not contribute to the historic character of the district. However, two impacted buildings/complexes were deemed significant: the Torrington Manufacturing Company complex and the residential apartment building at 66 Center Street. Pictures of these buildings are shown below. Both 66 Center Street and the office building portion of the Torrington Manufacturing Company complex, located at 70 Franklin Street, were included in Torrington's 1986 Statewide Historic Resources Inventory. Through FHI's consultations with SHPO (Susan Chandler), preliminary approval for the proposed MDP was obtained, provided that State Level Historical Documentation Reports were prepared for these two sites. (See coordination with SHPO in Appendix 2). Subsequently, the MDP was altered so that both 66 Center Street and the Torrington Manufacturing Company Office were to be retained. The history and significance of the Torrington Manufacturing Company complex and 66 Center Street are described below.



Oblique view of the Torrington Manufacturing Company Office from Center Street



Rear view of the Torrington Manufacturing Company building from across the Naugatuck River



View of 66 Center Street at intersection of Franklin and Center Streets

Torrington Manufacturing Company Complex

The Torrington Manufacturing Company complex includes a series of brick structures located on an embankment immediately northeast of the Naugatuck River in Torrington. The factory buildings run along Franklin Street and Franklin Drive, at the intersection with Center Street, southeast of Torrington's town center. The Torrington Manufacturing Company began producing brass upholstery tacks on this site in 1885, with the current buildings on the complex dating from 1901 to 1953. The earliest remaining portion of the complex, which stands directly opposite the intersection with Center Street, was designed by Torrington architect C.D. Jansen, who also designed other prominent local buildings including the Agard House, and the Meara Building, which is on the National Register.

The company was one of many industrial enterprises, including several manufacturers of brass goods, that arose in Torrington in the second half of the 19th century. These industries transformed the town from a small agricultural community to a regionally

important manufacturing city. The company and its products continually evolved, branching into and focusing on different products with each passing decade, including brass fans, brass nuts, coiled springs, tie clips, grommet knobs, stamped caps, washers, burglar alarms, and, during World War I, munitions and surgical needles. In 1968, the company was purchased by Ingersoll-Rand, which constructed a new corporate headquarters for its new subsidiary in 1970. Vacant in the 1980s, the factory was more recently occupied by the Kembric Manufacturing Corporation, a manufacturer of plastic novelty products.

The Torrington Manufacturing Company Office is located at the northwest portion of the complex. It was constructed by the Torrington Building Company in 1916, from a design by Ernest Greene, a New York City Architect who also designed the Torrington Library. It was used as residential apartments in the 1980s, but currently provides office space for several businesses.

66 Center Street

66 Center Street is a Neo-Classical residential apartment building that is significant primarily for its architecture. The plan of this three-story building has a trapezoidal shape, with only two parallel sides, one of which is very short, giving onlookers the impression that the building is a rounded triangle. This type of building plan, commonly known as a flatiron, was utilized to conform to the triangular lot created by the intersection of Center and Franklin Streets. 66 Center Street was constructed circa 1908, and reflects the increasing use of flatiron shapes in urban settings in the late 19th and early 20th centuries, most notably in New York City's 1902 Fuller Building, more commonly known as the Flatiron Building.

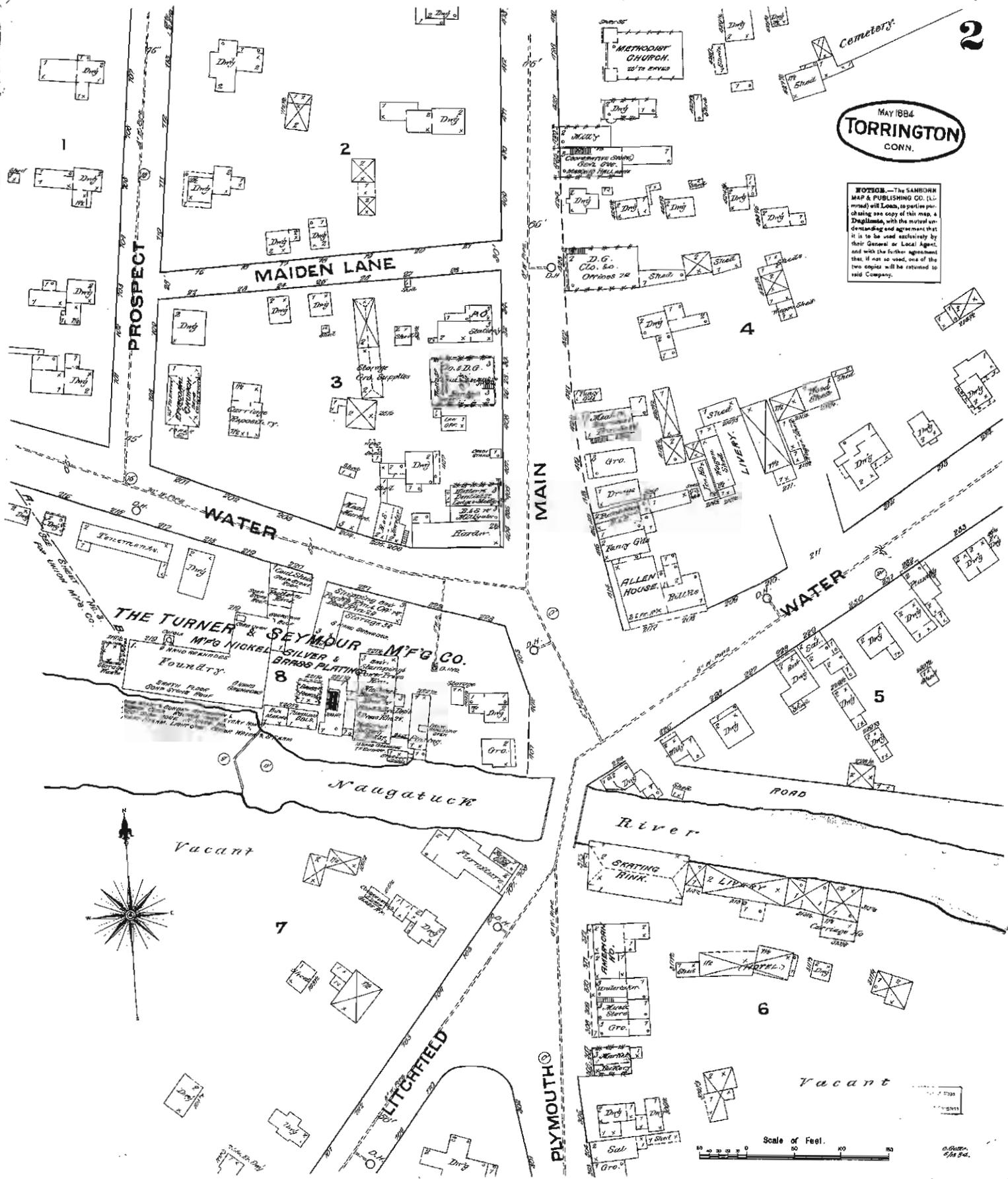
66 Center Street was constructed (circa 1908) only three years after Center Street was opened. The building originally housed tenement apartments on the upper stories, and a store on the first floor, which was subsequently blocked in, early in the building's history.

APPENDIX 1

SANBORN MAPS

MAY 1884
TORRINGTON
CONN.

NOTICE—The SANBORN
MAP & PUBLISHING CO. (In-
corporated) will loan, to parties pur-
chasing one copy of this map, a
Diagram, with the mutual un-
derstanding and agreement that
it is to be used exclusively by
their General or Local Agent,
and with the further agreement
that if not so used, one of the
two copies will be returned to
said Company.



PROSPECT

MAIDEN LANE

WATER

THE TURNER & SEYMOUR MFG CO.
SILVER & BRASS PLATING
Foundry

Naugatuck

Vacant

LITCHFIELD

PLYMOUTH

MAIN

WATER

River

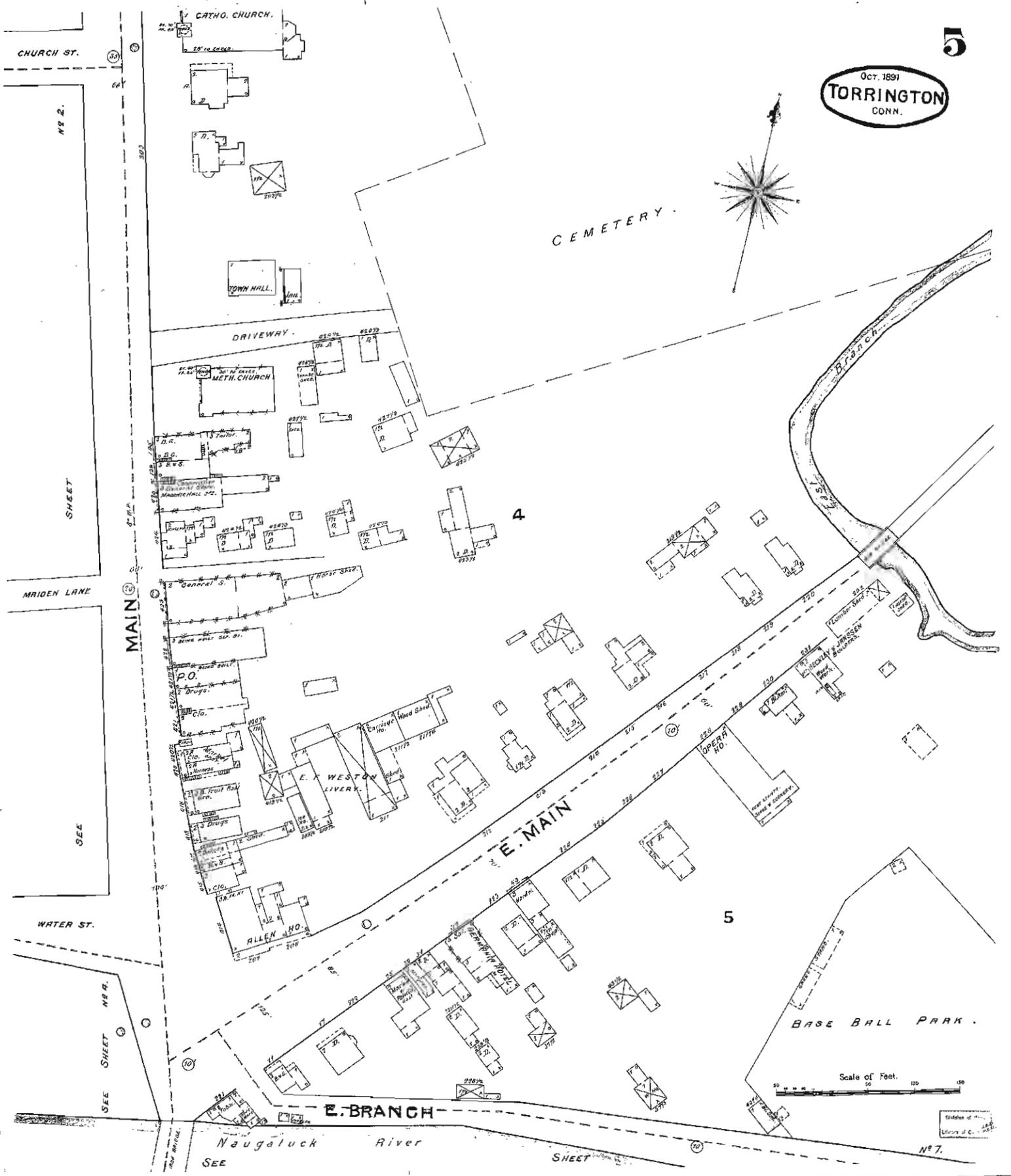
ROAD

Vacant

Scale of Feet.
0 50 100 200

© 1884 S.B.C.

Oct. 1891
TORRINGTON
CONN.



CHURCH ST.

N 2.

CATHO. CHURCH.

TOWN HALL.

CEMETERY.

DRIVEWAY.

METH. CHURCH.

4

MAIDEN LANE

MAIN

WESTON LIVERY

E. MAIN

ALLEN HO.

OPERA HO.

5

WATER ST.

BASE BALL PARK.

E. BRANCH

Naugatuck River

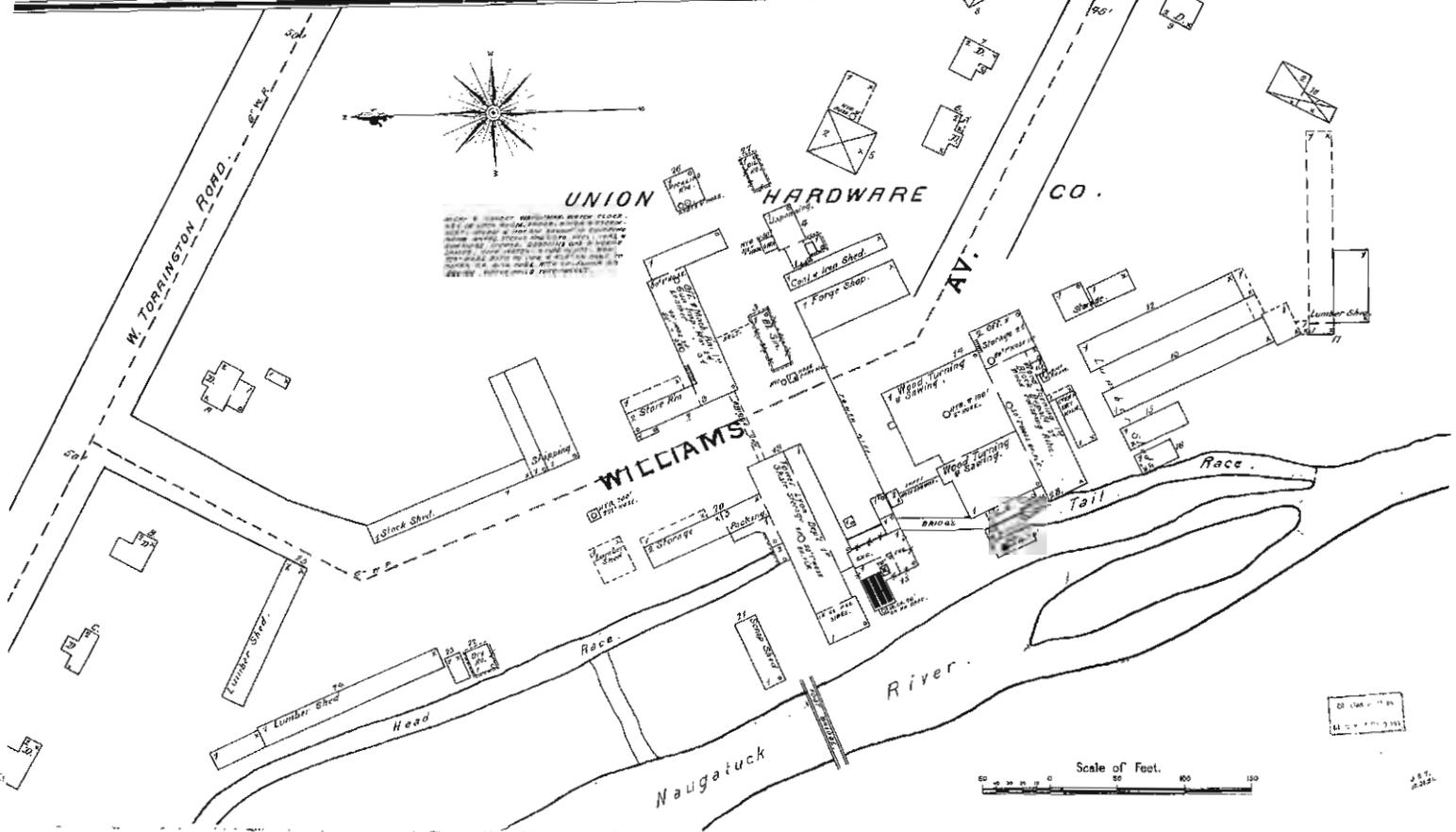
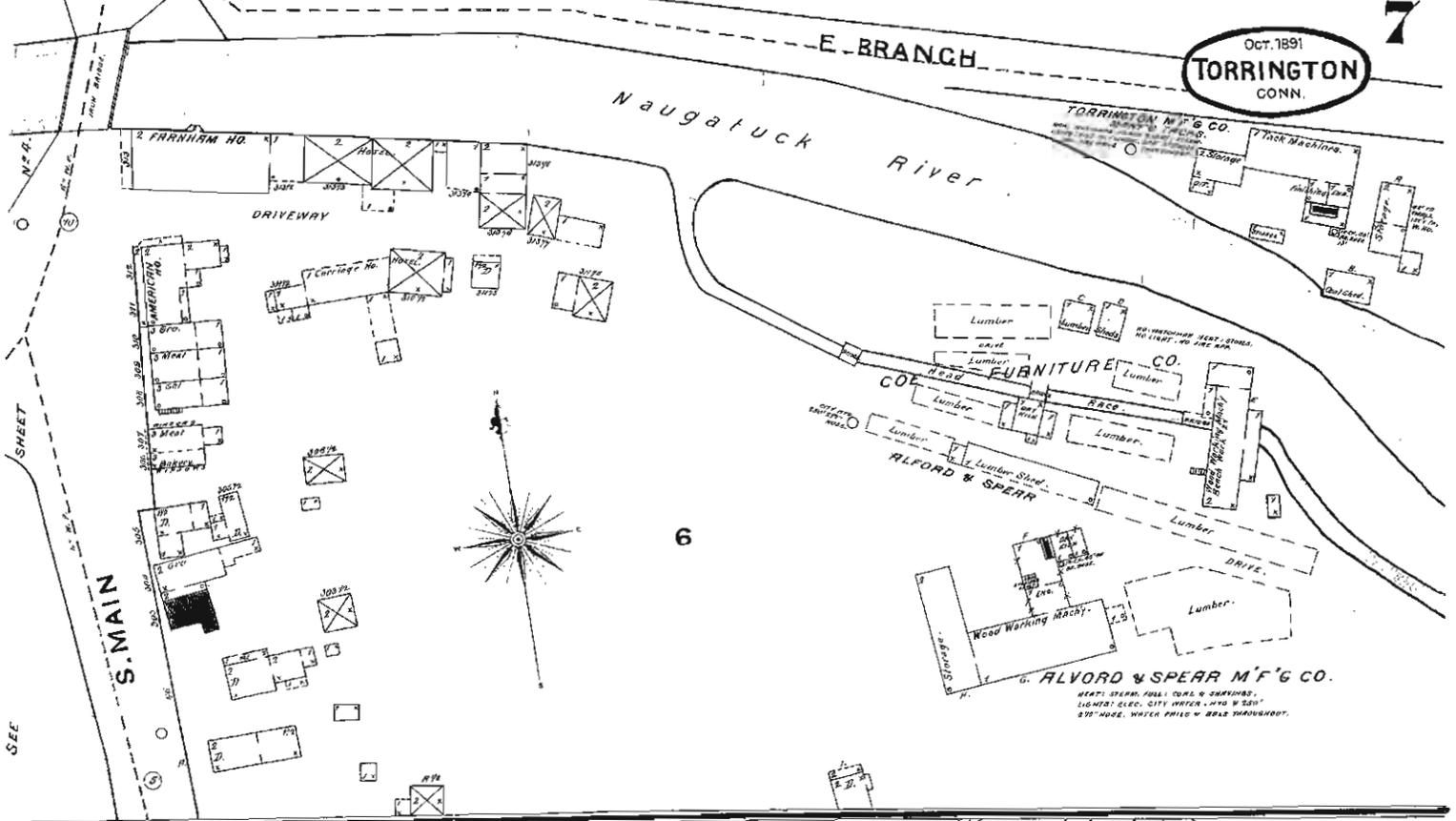
Scale of Feet.

SEE SHEET N 7.

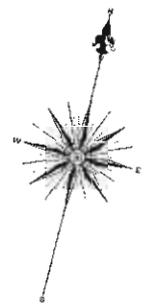
SHEET

N 7.

OCT. 1891
TORRINGTON
CONN.

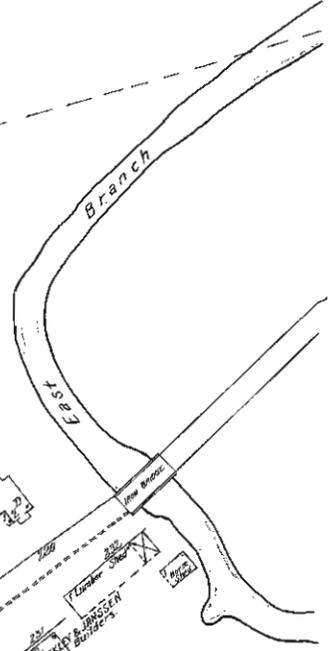


SEP 1896
TORRINGTON
CONN.



CEMETERY

Branch



CHURCH ST

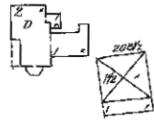
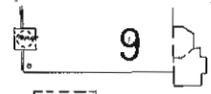
3

MARDEN LANE

MAIN

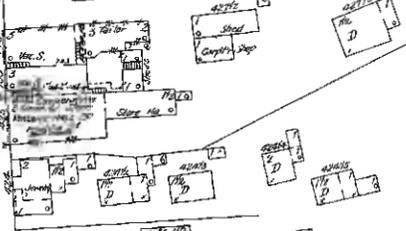
WATER ST

6



DRIVEWAY

METH. CHURCH



Office 2nd
Dry & Fancy eds

PG
Druggs

Allen No. 1
Allen No. 2

Allen No. 3
Allen No. 4

Allen No. 5
Allen No. 6

Allen No. 7
Allen No. 8

Allen No. 9
Allen No. 10

Allen No. 11
Allen No. 12

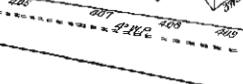
Allen No. 13
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Allen No. 15
Allen No. 16

Allen No. 17
Allen No. 18



4



E. MAIN

E. BRANCH

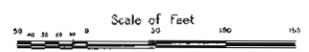
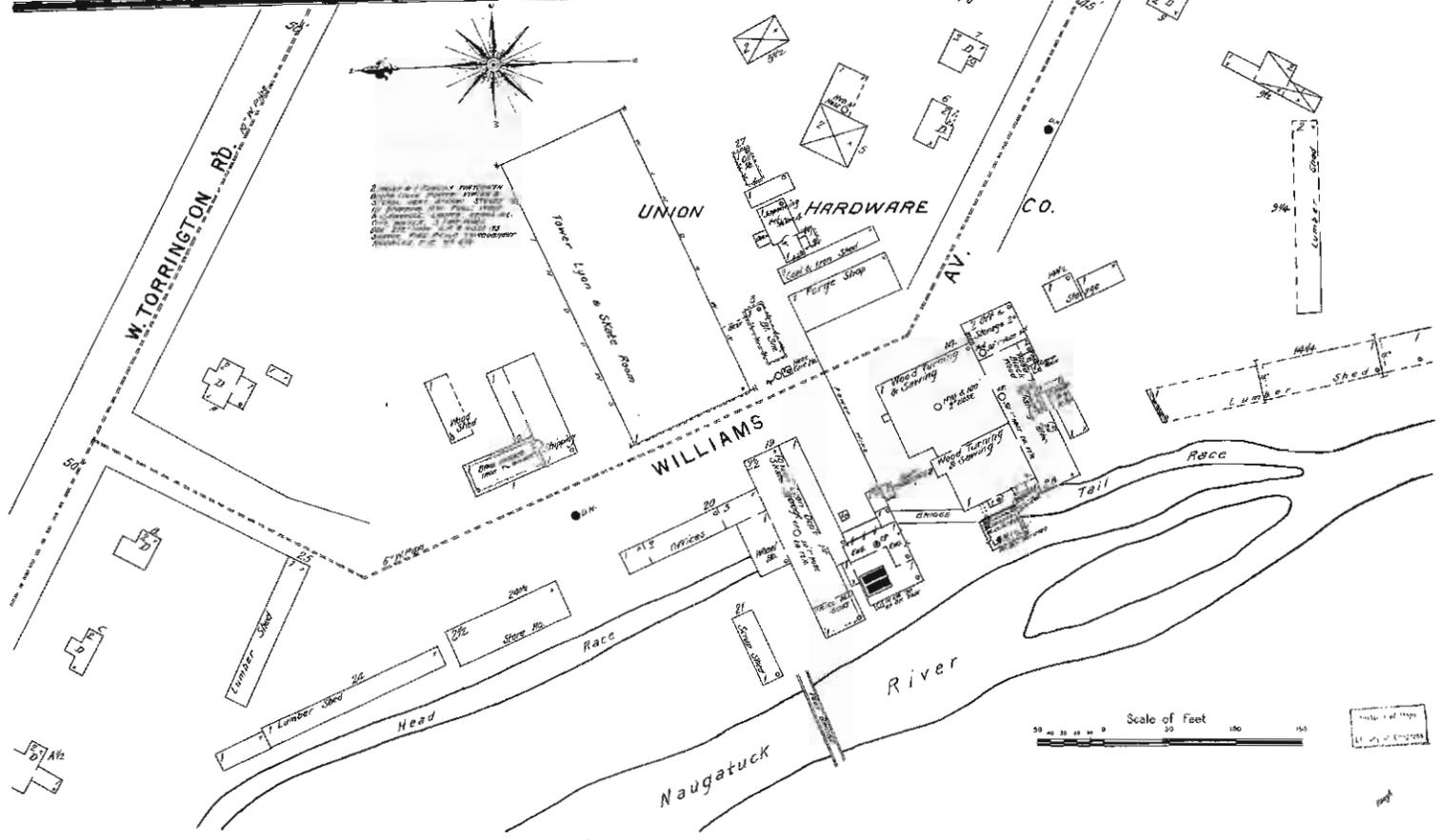
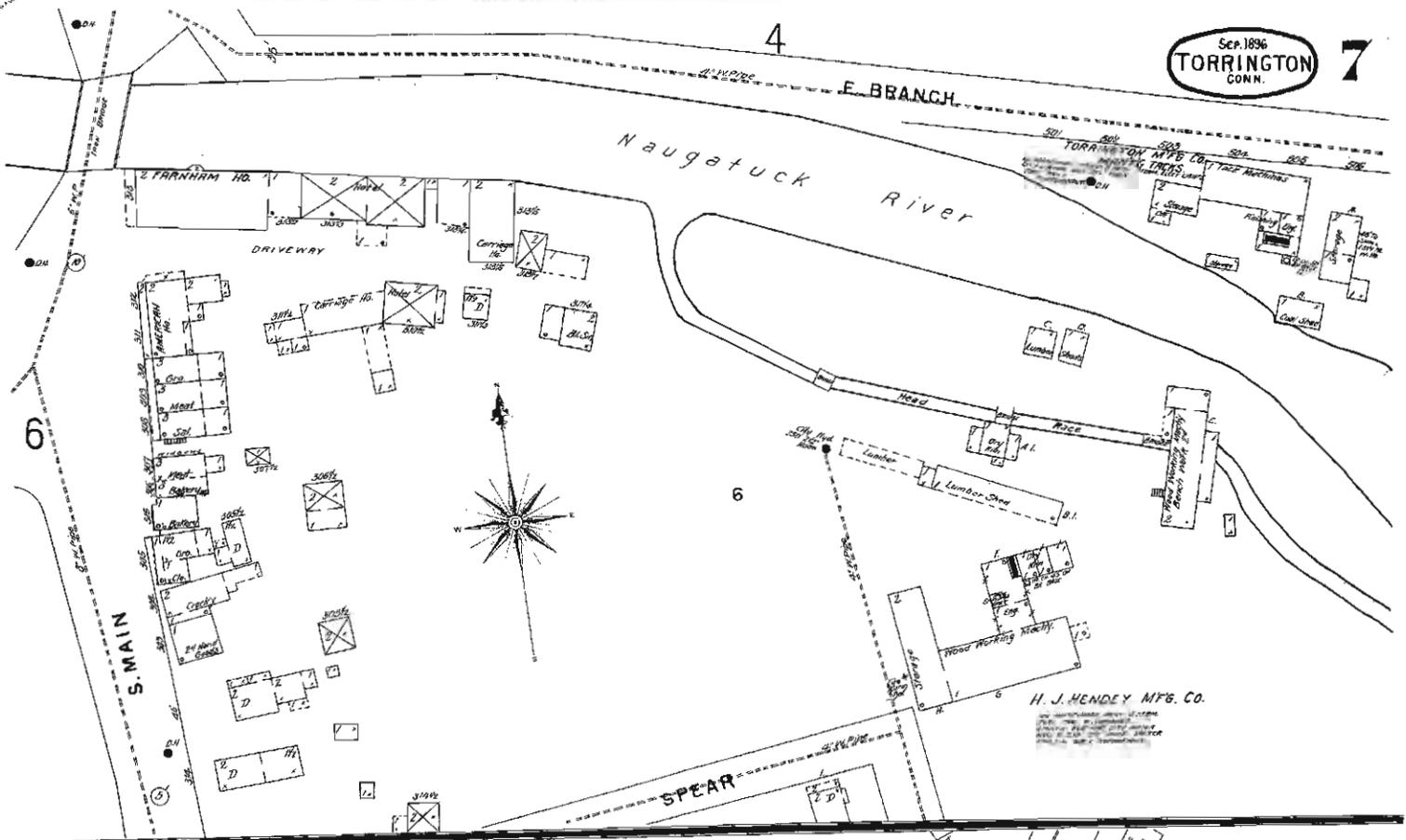
Naugatuck River

BASE BALL PARK

Scale of feet.



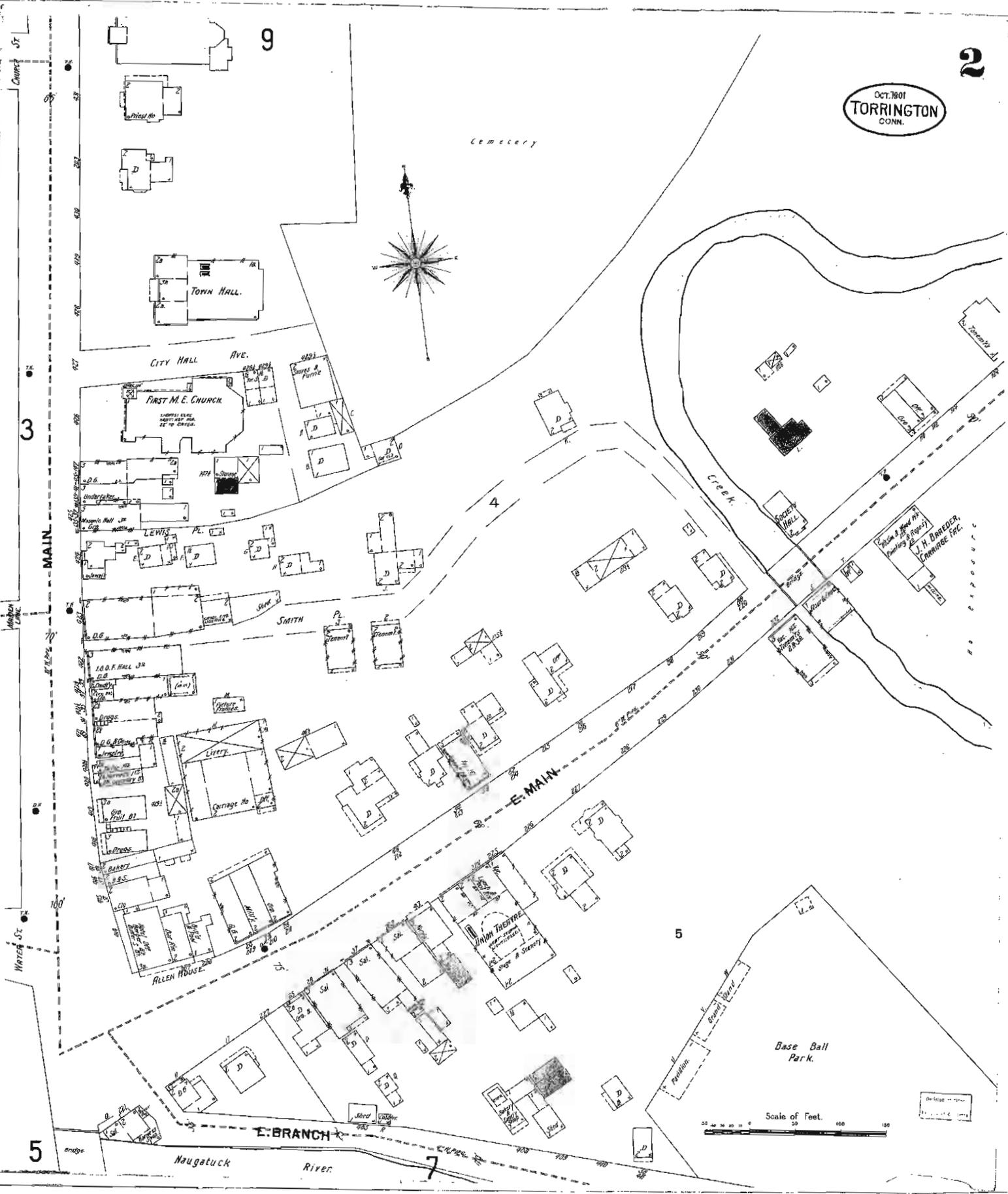
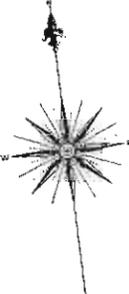
Library of Congress



Copyright 1896
by
J. H. H. H. H.

OCT. 1901
TORRINGTON
CONN.

Cemetery



9

Prison No.
D

TOWN HALL

CITY HALL AVE.

FIRST M. E. CHURCH

LEWIS

SMITH

100 F. HALL

LIBRARY

4

E. MAIN

5

ALLEN HOUSE

UNION THEATRE

Base Ball Park

E. BRANCH

Naugatuck

River

7



Scale of feet.

3

MAIN

5

Church St

Water St

Water St

Water St

APRIL 1909
TORRINGTON
CONN.

17

19

PROSPECT

NETWOP
PUBLIC SCHOOL
BUILT FROM
1884-1885

CHURCH

21

WATER

N. DEAN

3

CONLEY'S INN

18

N. MAIN

CITY HALL

W. E. CHURCH

CENTER CEMETERY

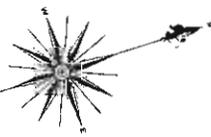
22

E. MAIN

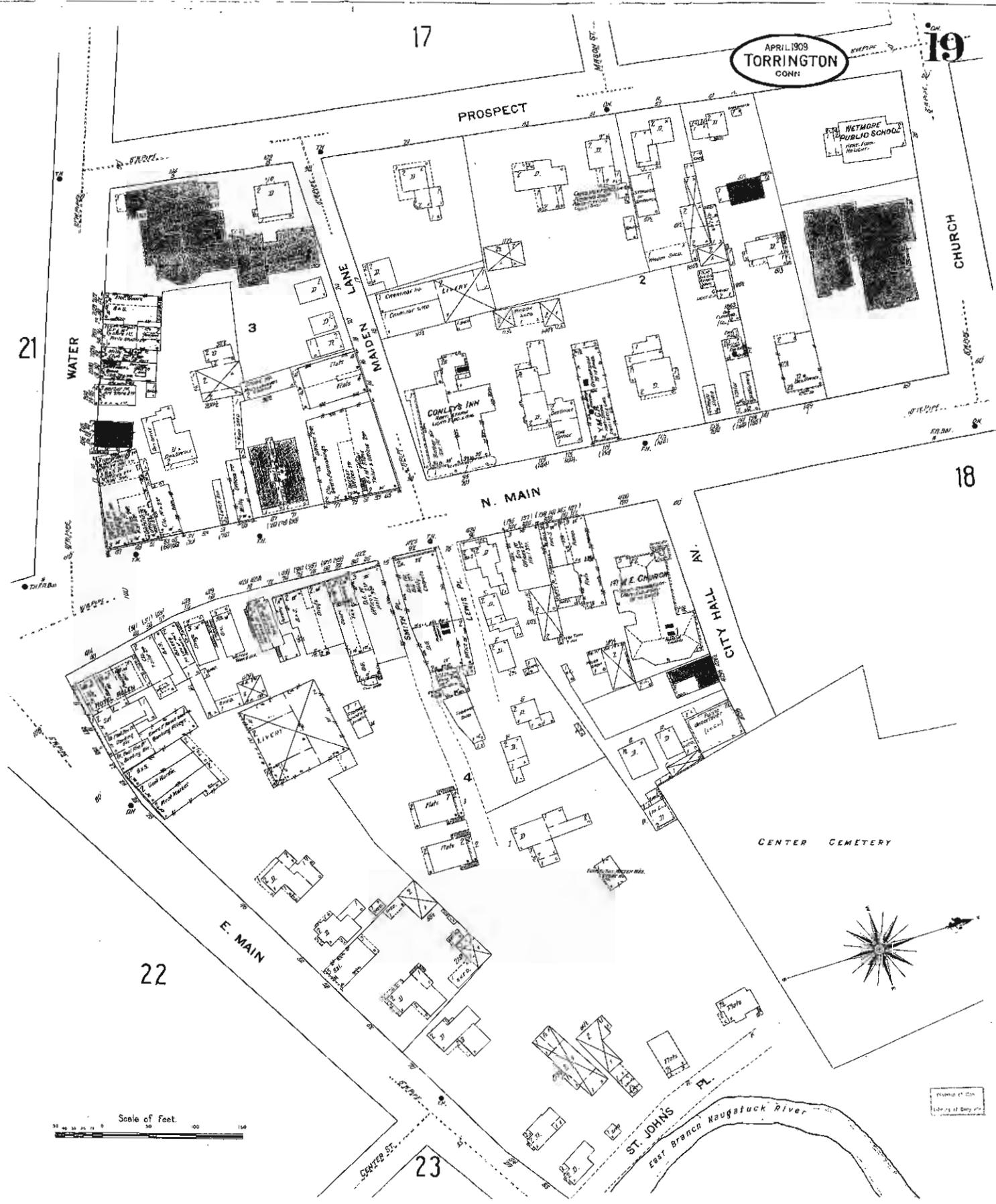
23

ST. JOHNS

East Branch Naugatuck River



Division of City
Library of Day



THE TORRINGTON MFG CO
MANUFACTURERS OF SPECIAL BRASS GOODS
 281 PARK AVENUE TORRINGTON CONN.
 THE TORRINGTON MFG CO. HAS BEEN REORGANIZED AS THE TORRINGTON MFG CO. INC. THE NEW CAPITAL STOCK HAS BEEN ISSUED AND THE COMPANY IS NOW IN A POSITION TO TAKE ON ALL THE WORK WHICH HAS BEEN REFERRED TO IT BY THE STATE OF CONNECTICUT.
 THE TORRINGTON MFG CO. HAS BEEN REORGANIZED AS THE TORRINGTON MFG CO. INC. THE NEW CAPITAL STOCK HAS BEEN ISSUED AND THE COMPANY IS NOW IN A POSITION TO TAKE ON ALL THE WORK WHICH HAS BEEN REFERRED TO IT BY THE STATE OF CONNECTICUT.
 THE TORRINGTON MFG CO. HAS BEEN REORGANIZED AS THE TORRINGTON MFG CO. INC. THE NEW CAPITAL STOCK HAS BEEN ISSUED AND THE COMPANY IS NOW IN A POSITION TO TAKE ON ALL THE WORK WHICH HAS BEEN REFERRED TO IT BY THE STATE OF CONNECTICUT.

APRIL 1909
TORRINGTON
 CONN.

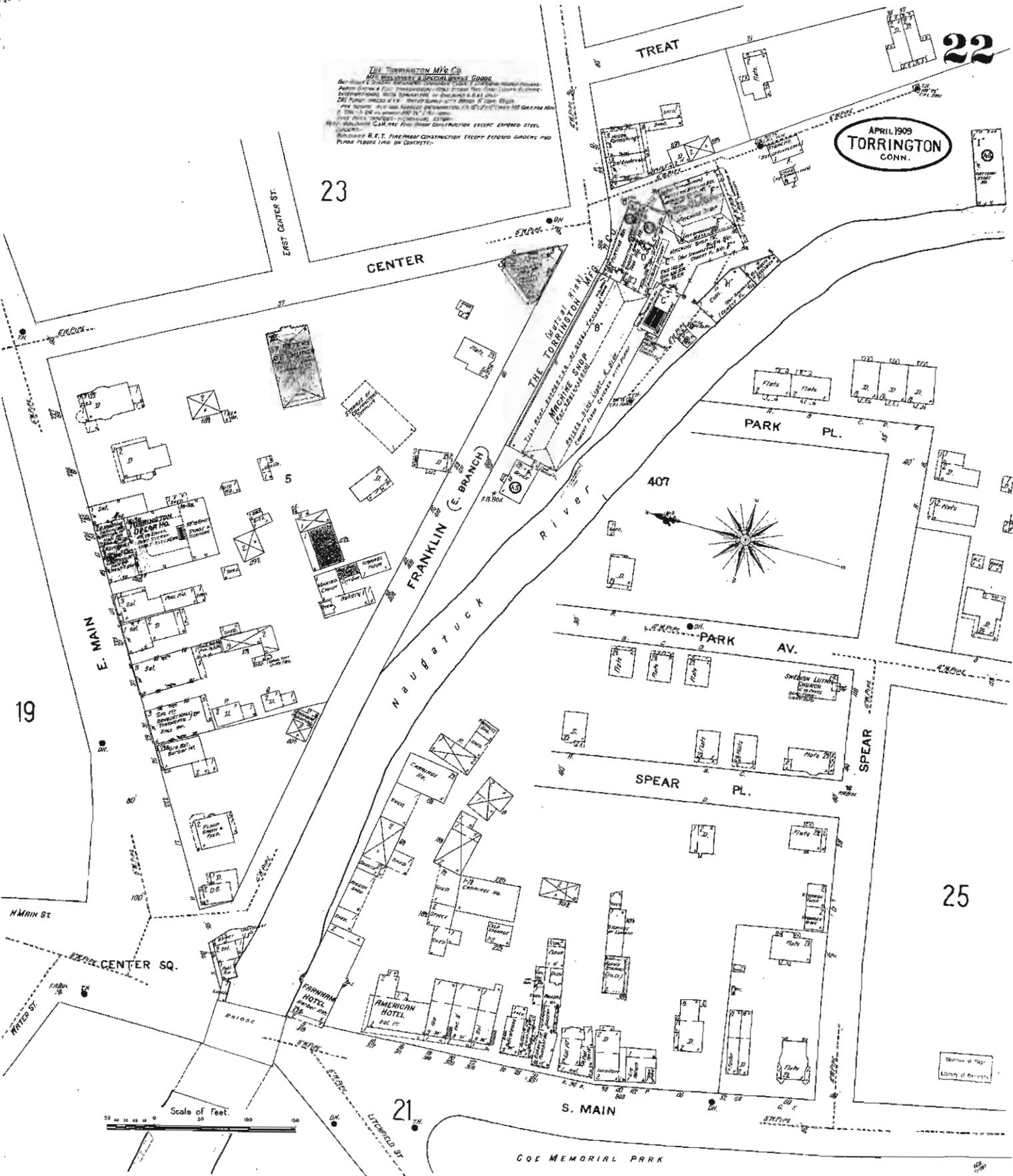
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23

19

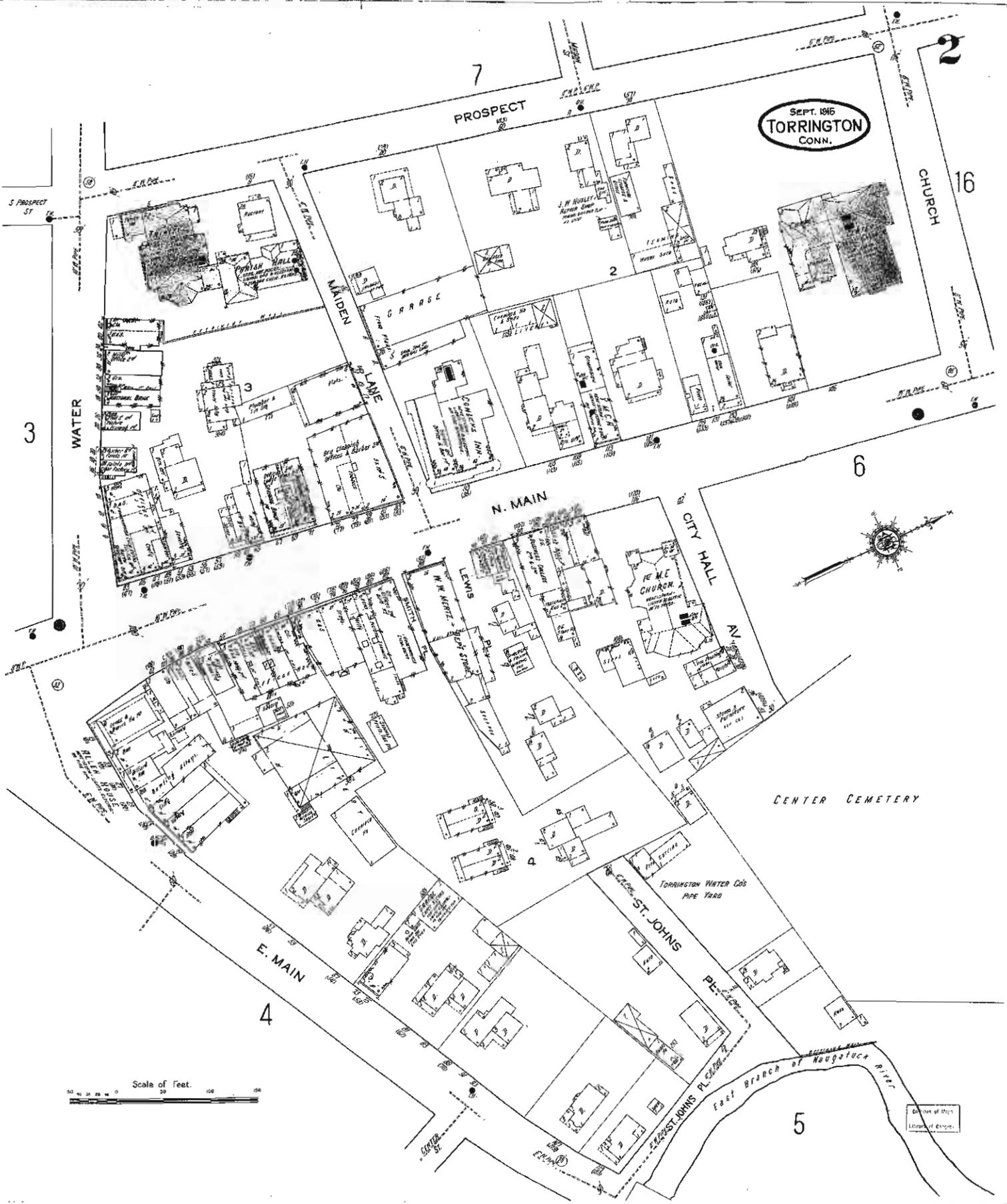
25

21



COE MEMORIAL PARK

SEPT. 1916
TORRINGTON
CONN.



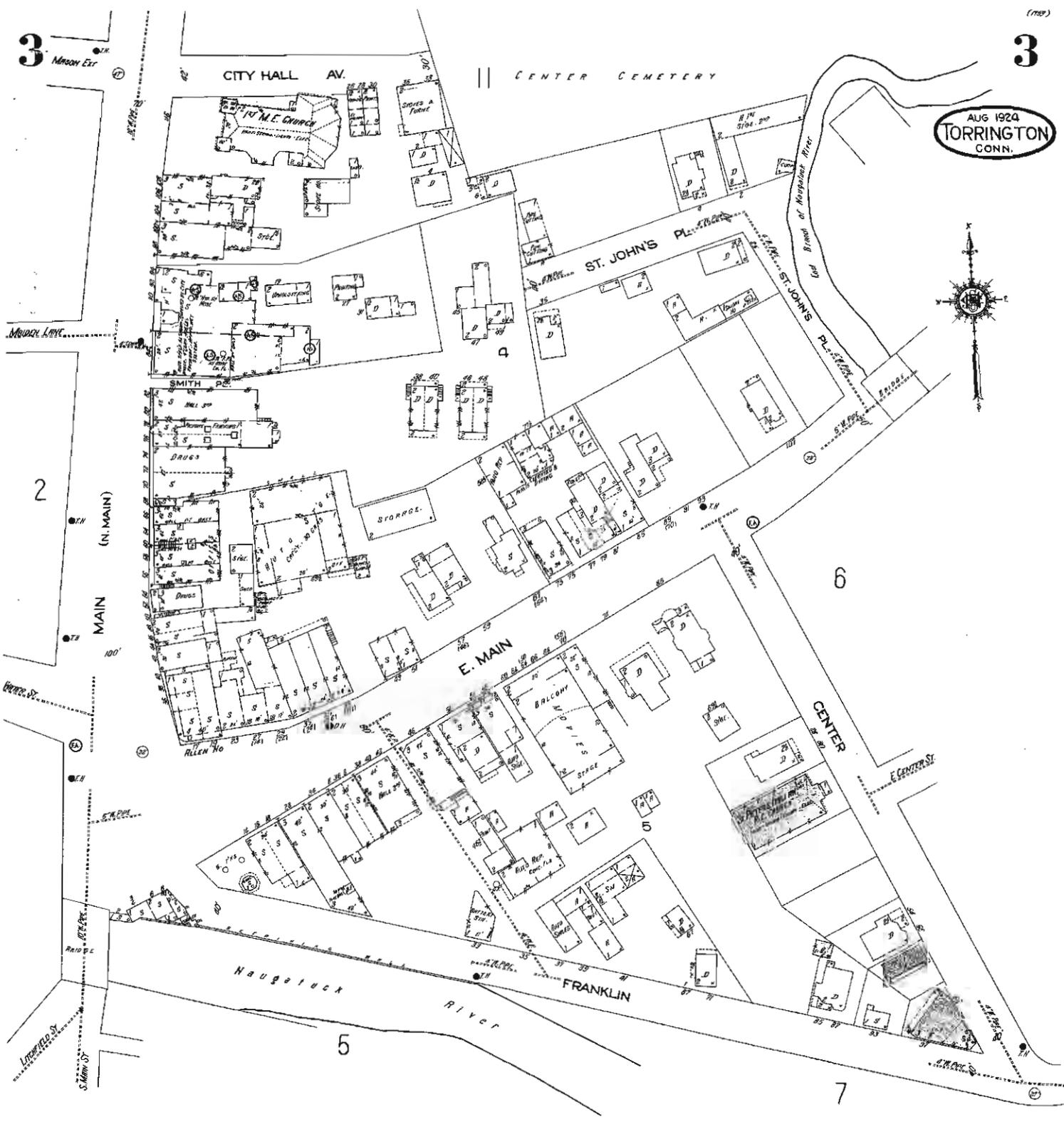
Scale of Feet.
0 20 40 60 80 100 120 140 160

Division of Maps
Lithographed by Engle

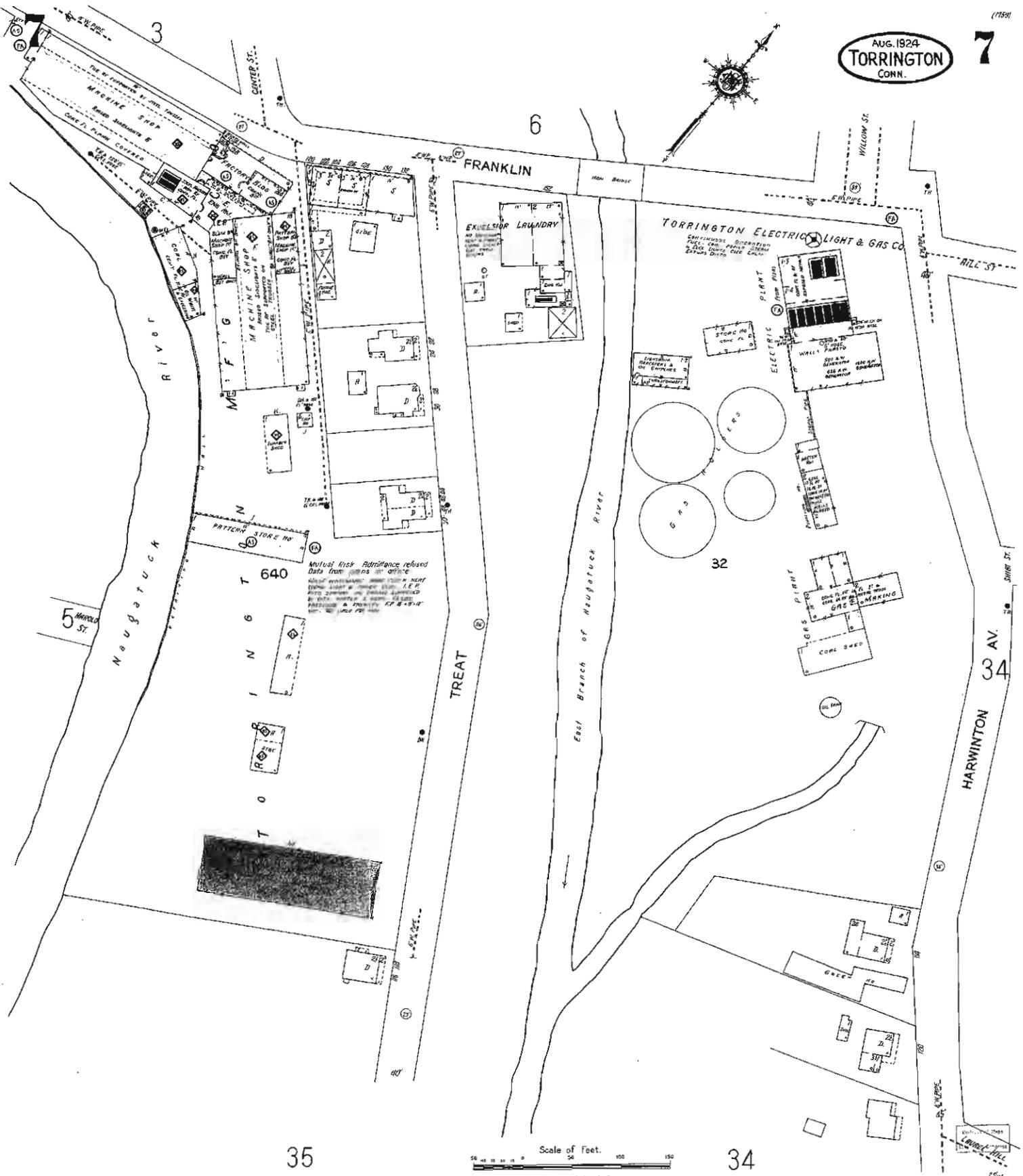
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Mason Cr.

3

AUG 1924
TORRINGTON
CONN.



Dist. 4-1924
Lith. 1-1924



35

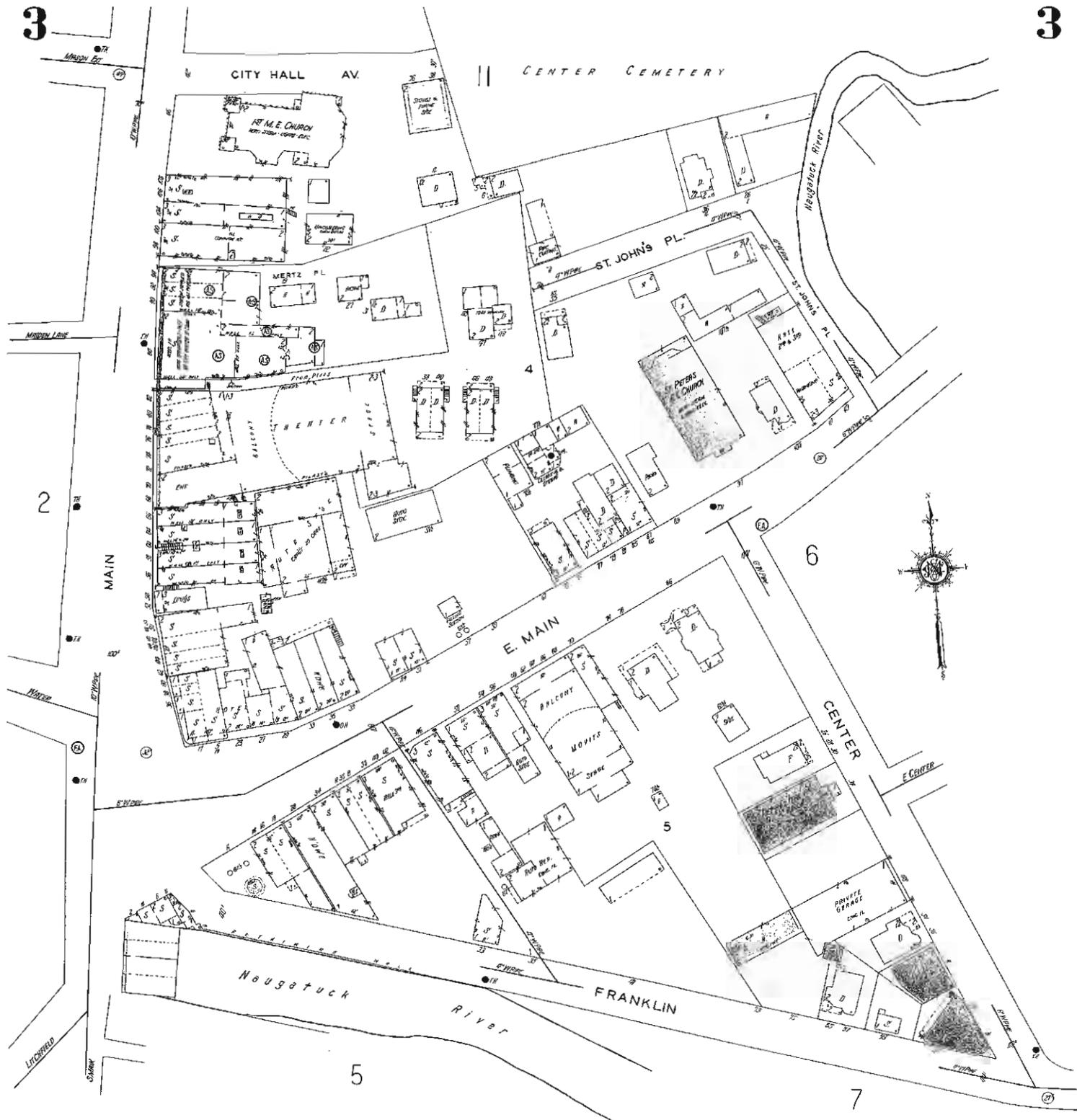
Scale of Feet. 0 50 100 150

34

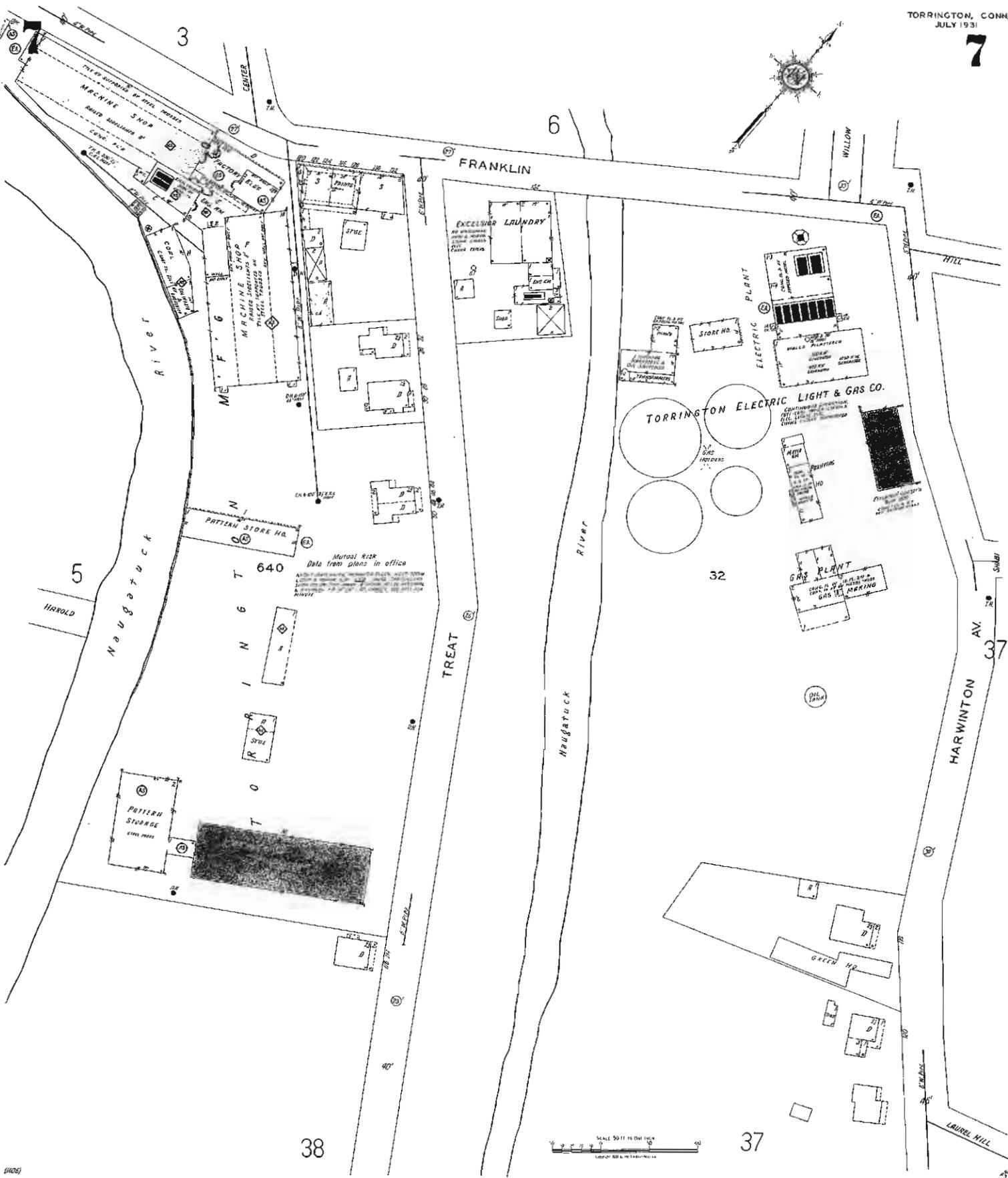
Copyright 1924 by the Southern Map Co.

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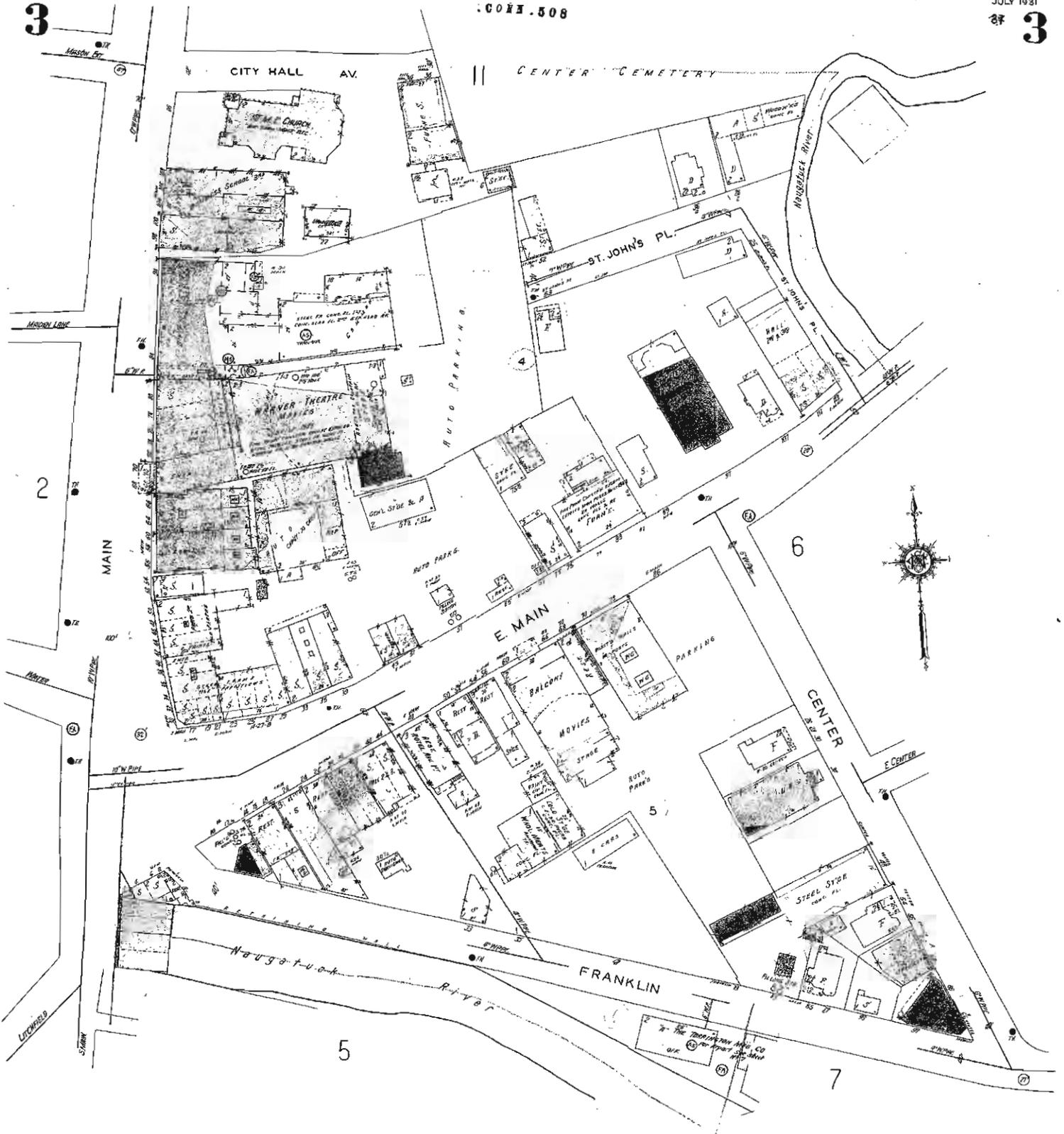


ALL DIMENSIONS IN FEET
1" = 50'

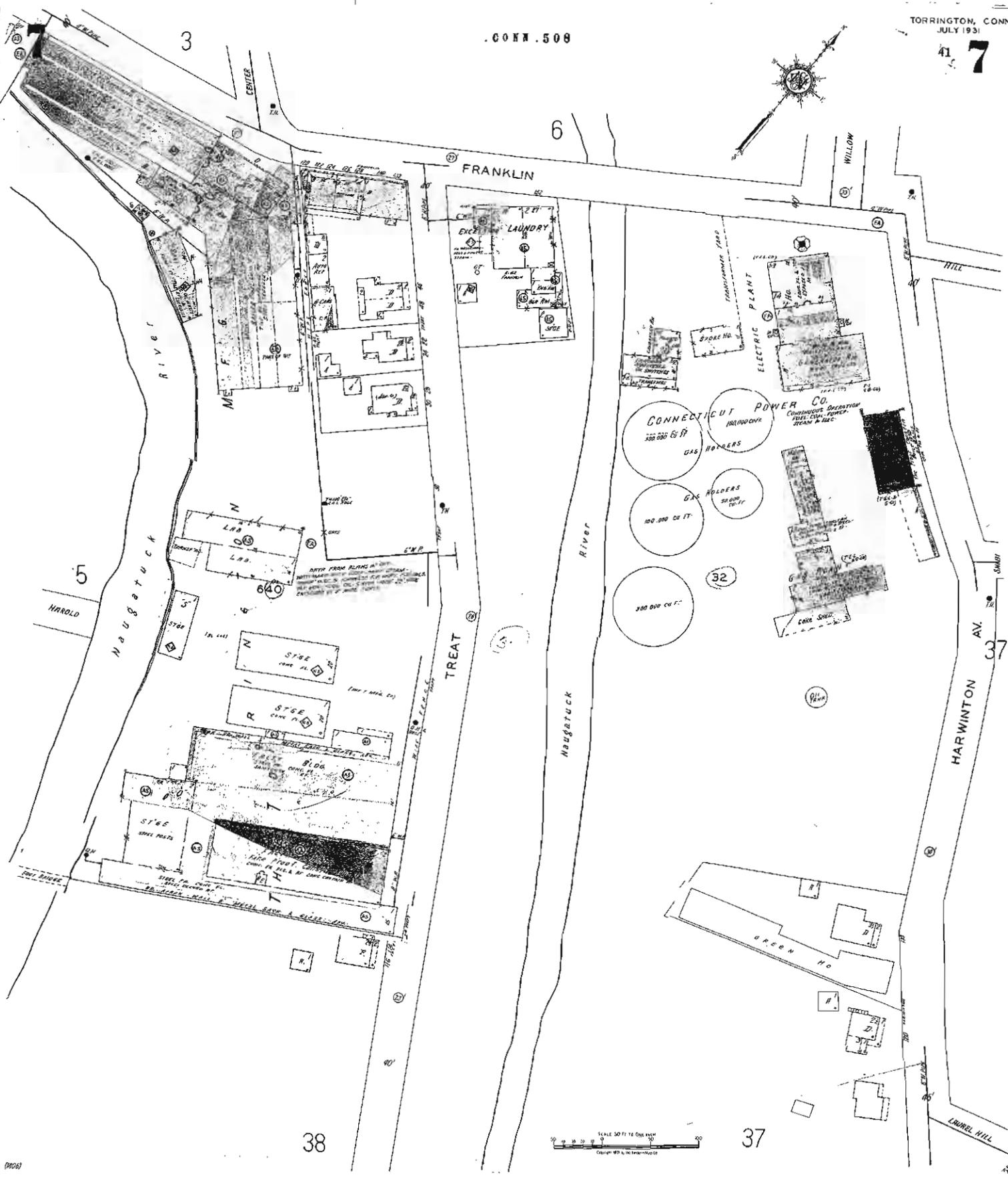
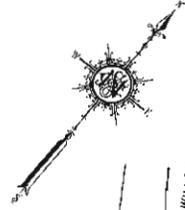


CONR. 508

3



SCALE 50 FE TO ONE INCH



38

SCALE 30 FT TO ONE INCH
Copyright 1931 by W. B. Lewis & Co.

37

APPENDIX 2

COORDINATION WITH SHPO

Rebecca Parkin

From: steven Bedford [sbedford9908@charter.net]
Sent: Wednesday, February 04, 2009 7:49 AM
To: Rebecca Parkin
Subject: FW: Plans of Torrington MDP

Attachments: torringtonmdp001.jpg; torringtonmdpaerial002.jpg



torringtonmdp001.jtorringtonmdpaerial
pg (114 KB) 002.jpg (11...

----- Forwarded Message

From: steven Bedford <sbedford9908@charter.net>
Date: Tue, 27 Jan 2009 16:26:42 -0500
To: <susan.chandler@ct.gov>
Conversation: Plans of Torrington MDP
Subject: Plans of Torrington MDP

Hello Susan:

I'm attaching 2 files --one is a reduced version of most of the big map you have with some notes on it. The other is an aerial of the town with the MDP boundaries on it.

Steven Bedford, Ph.D.

Principal Planner, Architectural Historian II Fitzgerald & Halliday, Inc.
72 Cedar Street
Hartford, CT 06106
860-247-7200
860-247-7206
Direct phone 860-496-9173
860-371-2873 (direct fax)
sbedford@fhiplan.com

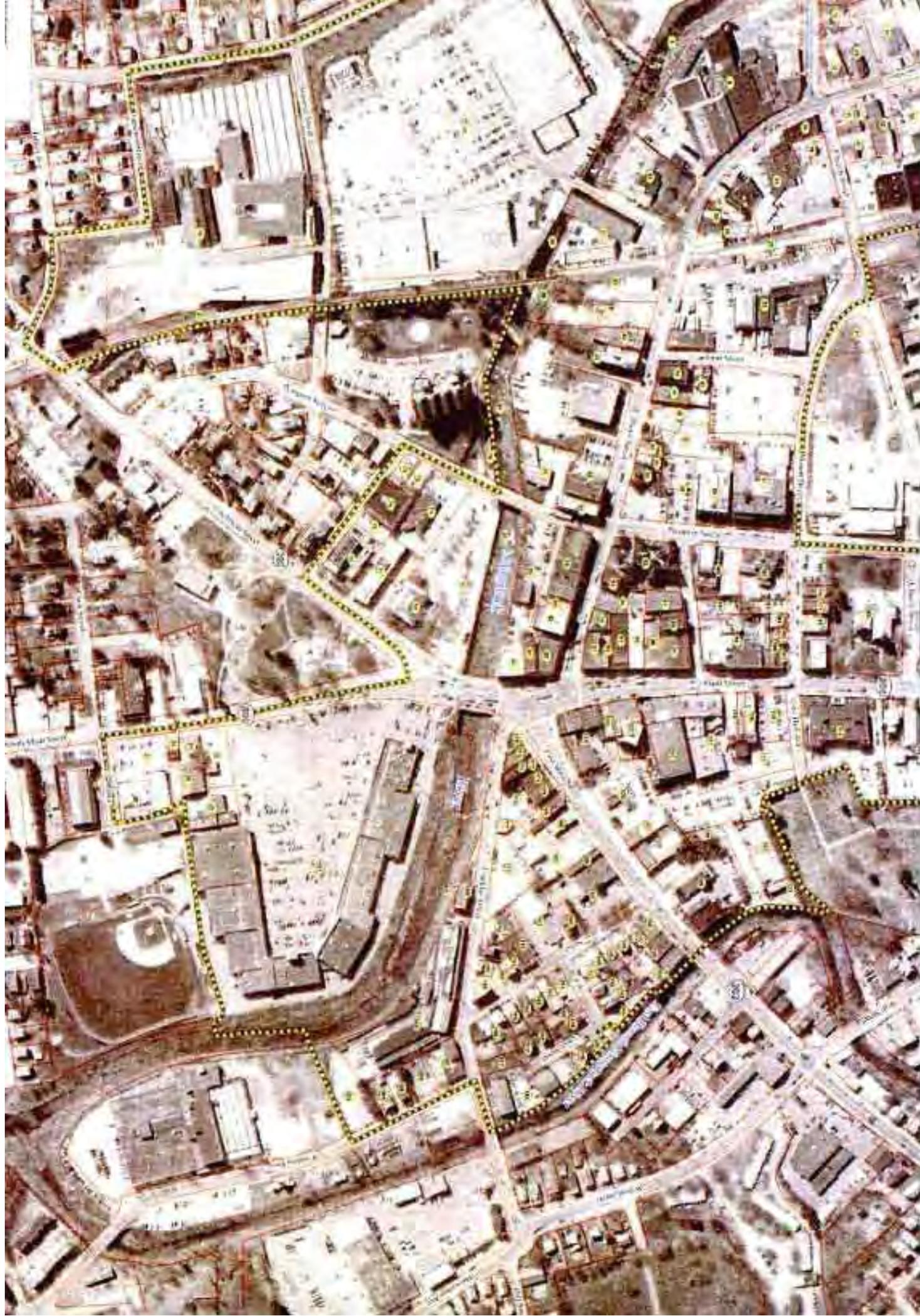
WWW.fhiplan.com>

No arts, no letters, no society, and which is worst of all, continual fear and danger of violent death, and the life of man solitary, poor, nasty, brutish, and short. The Leviathan. Part i. Chap. Xviii.

Thomas Hobbes (1588-1679)

----- End of Forwarded Message





Rebecca Parkin

From: steven Bedford [sbedford9908@charter.net]
Sent: Friday, February 06, 2009 3:03 PM
To: Linda Perelli Wright; Rebecca Parkin
Subject: FW: Signed and sent
Attachments: CEPA Torrington MDP.doc

----- Forwarded Message

From: "Chandler, Susan" <Susan.Chandler@po.state.ct.us>
Date: Fri, 6 Feb 2009 11:28:38 -0500
To: steven Bedford <sbedford9908@charter.net>
Conversation: Signed and sent
Subject: Signed and sent

Susan R. Chandler
Historical Architect

We've moved!

Connecticut Commission on Culture & Tourism

One Constitution Plaza, 2nd floor
Hartford, Connecticut 06103

860-256-2800 (main)
860-256-2764 (direct)
860-256-2763 (fax)

----- End of Forwarded Message

DRAFT

February 6, 2009

Mr. Peter Simmons
Department of Economic and
Community Development
505 Hudson Street
Hartford, CT 06106

Subject: Revised Municipal Development Plan
Torrington, Connecticut

Dear Mr. Simmons:

The State Historic Preservation Office is providing review and comment on materials submitted by Steven Bedford of Fitzgerald & Halliday for the above-referenced project, submitted pursuant to the provisions of the Connecticut Environmental Policy Act. This proposal differs from the Master Plan developed as part of the EIE process, which this agency reviewed on August 3, 2006.

At that time, we concurred with the conclusions of the EIE and the proposed mitigation to “increase historic building rehabilitation/reuse component of the development plan and decrease demolitions to meet the standards of the Connecticut SHPO.”

The current scope includes rehabilitation of properties in the block across from the Warner Theater on Main Street, demolition of four structures along East Main Street, demolition of the west side of Center Street between East Main and Franklin Streets, demolition of three structures on the north side of Franklin Street and the demolition of the Torrington Manufacturing Company buildings.

For the schematic materials submitted, our comments are thus:

- Rehabilitation of all properties within the National Register district must meet the Secretary of the Interior’s *Standards for the Treatment of Historic Properties*,
- Demolition of non-contributing properties within the NR district will have no adverse effect on the condition that this office provide review and comment of the new construction to ensure compatibility,
- Demolition of contributing properties will be considered an adverse effect unless compelling documentation is submitted to justify a find of “no feasible and prudent alternative,”
- The historic and architectural significance of the Torrington Manufacturing Company (factory and office) must be thoroughly evaluated prior to any determination regarding the proposed demolition,

- The Patent Stone building at the corner of Franklin and Center Street is an unusual property which deserves further evaluation. This office recommends rehabilitation in accordance with the *Standards*, and
- Design drawings for the new construction for the entire project area must be submitted to SHPO for review and comment in order to ensure compatibility with adjacent historic resources.

The State Historic Preservation Office appreciates the opportunity to provide DECD and the City of Torrington with this review and comment. Please contact Susan Chandler, Historical Architect, should you have additional questions concerning the matter.

Sincerely,

David Bahlman
Division Director and Deputy
State Historic Preservation Officer

c: Steven Bedford, Fitzgerald & Halliday
Vincent McDermott, Milone & McBroom
Rose Ponte, City of Torrington

**APPENDIX B
DESIGN REVIEW
GUIDELINES**

Torrington Design Review Guidelines

Downtown Historic Area

Planning and Zoning Commission

Richard Calkins, Chairman
David Frascarelli, Vice Chairman
Doris Murphy
Gregory Perosino
Greg Mele
Donna Greco
James Bobinski

Architectural Review Committee

Marc Trivella, Chairman
Robert Mileti
Roberta Boe
Rod Cameron
Jonathan Laschever
Greg Perosino
Martin Connor
Ed Fabbri

City of Torrington

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TORRINGTON DESIGN REVIEW GUIDELINES

DOWNTOWN HISTORIC AREA



Guidelines for Rehabilitating Existing Storefronts

Downtown Torrington has a unique architectural history and is filled with buildings with historic character and distinctive style. Property owners are encouraged to restore their buildings in a historically sensitive and appropriate manner. New construction should be architecturally compatible with local historic buildings. Additions to Downtown Torrington buildings should relate closely to the existing building, while maintaining the visual prominence of historic buildings. Most of the historical buildings in Downtown Torrington were built during the Industrial Era 1860-1920.

Art Deco buildings appeared in Torrington in the 1930's with the construction of the Allen Building and Warner Brothers Art Deco Movie Theater. The concept of restoration is simple and straightforward. Use materials that need little or no maintenance and which will equal the natural beauty and characteristics of the original structure. Replace and/or repair the original facades to help recreate Torrington's Industrial Era shopping district or the Art Deco building designs.





Allen Building



Warner Theater

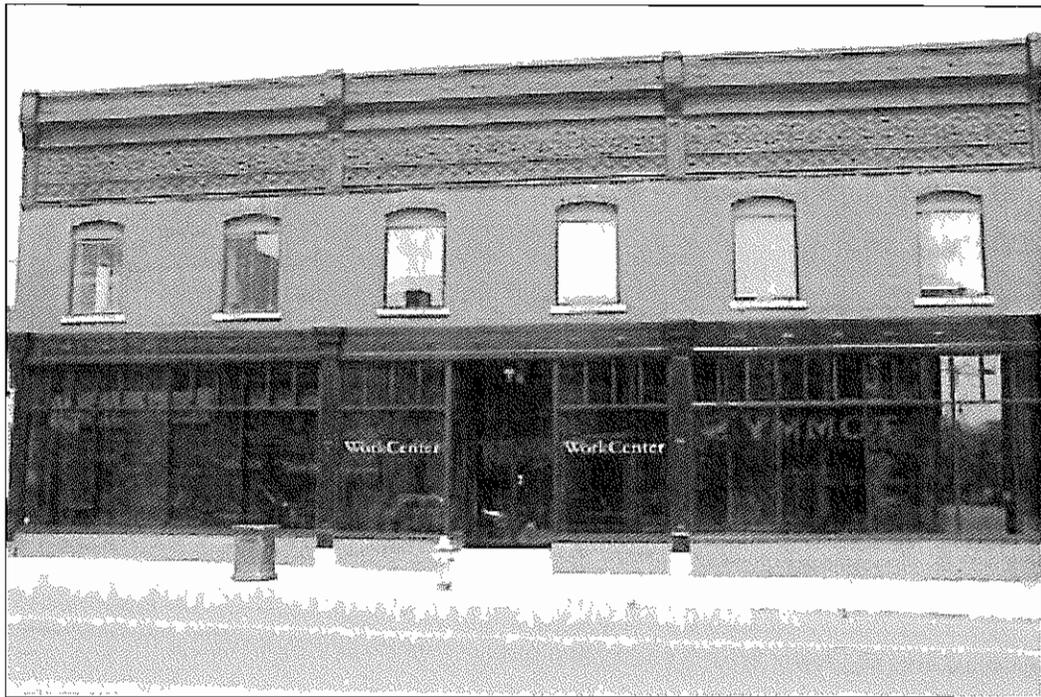
To obtain information on historic buildings, property owners are encouraged to look for old photographs, contact the Torrington Historical Society architectural archives, ask neighbors or look for old materials stored in the basement or attic for help in determining the historic elements of the building. You can also consult the Torrington Historic Resource Survey, 1983, Volumes 1 and 2, on file in the City Clerks office.

Later storefronts often hide rather than remove original elements and details. By carefully removing select non-historic materials, the historic character may be revealed. Historic elements revealed should be retained and incorporated into restored storefronts. The Secretary of the Interior's *Standards for Guidelines for Rehabilitating Historic Buildings* provides good guidance in proper restoration and renovation of historic buildings.



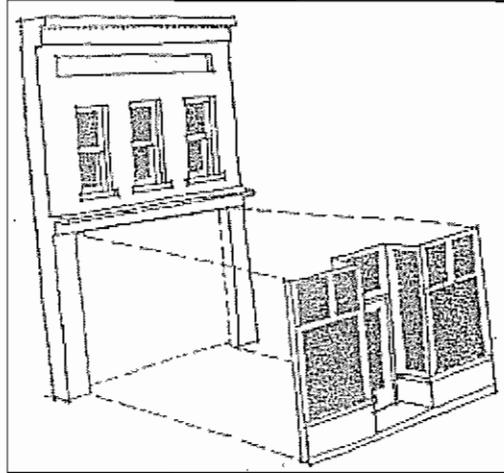
The following guidelines are recommended:

- Maintain the commercial character of existing storefronts. Avoid adding elements that appear residential in character. The traditional Torrington storefront was composed almost entirely of windows, providing maximum light and display.
- Maintain the open character of the storefront by using comparatively large amounts of glass. This large glass area creates a visual openness that is part of the overall proportional system of the façade and is as valid today as it was in the past. Generally there should be more glass and less wall at the storefront level, balanced by more wall and less glass on the upper façade. Don't add solid materials to display window openings. Do not block up windows from either the inside or outside in order to install new windows or display something inside. Do not use clouded or "frosted" glass in display windows. If a smaller window area is desired for a new use, the historical windows should be retained. Install interior blinds, shutters or curtains.



- Use materials that were historically used in Torrington. Vinyl and aluminum siding, artificial masonry and mirrored or tinted glass are not appropriate for high visibility buildings. A mansard roof with wood shingles, rough textured wood siding and gravel aggregate materials are not appropriate.

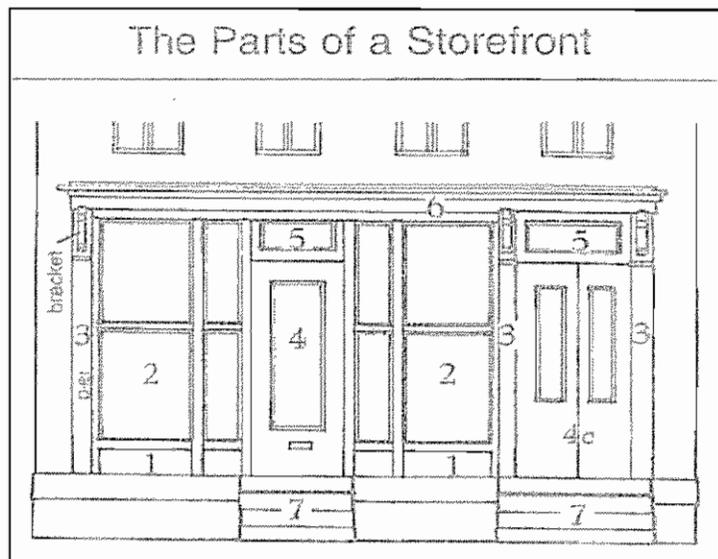
- Historically, storefronts were set into the façade, not applied to it. This character should be maintained. A general rule for remodeling is that the storefront should be designed to fit inside the original opening and not extend beyond it. Maintain the location of the historic storefront entrance. If the entrance was always at the center of the building, avoid moving it to the side.



- Avoid placing air conditioners in storefront and transom windows.

Parts of a Storefront

1. **Bulkheads (or kickplates).** Bulkheads provide a base for the glass of the display windows. They are typically of frame construction, and sometimes have raised panels.
2. **Display windows.** Extensive window displays were considered advertisements in themselves and visibility of merchandise was a priority for most shop owners. Large display windows typically flank the entrance to a storefront.



3. **Structural supports.** Constructed of wood, masonry, or cast iron, these supports are necessary to carry the weight of the structure above and to allow the use of large display windows. These supports are typically located on both sides of the windows and entrance doors.
4. **Entrance.** Storefront entrances are either set flush with the windows and wall, or are recessed to provide more display area. Sometimes a secondary entrance that leads to the upper stories is incorporated into the storefront design (4c.) Remaining historic wooden doors are important and should be retained.
5. **Transoms.** Transoms are windows located above the entrance and the display windows. They are often of multi-pane design, or fitted with stained, leaded, or textured glass. Sometimes they incorporate lettering or ornamental designs.
6. **Storefront Cornice.** A cornice (a simple or elaborate series of moldings) usually caps the storefront composition. It may include brackets, panels, and other ornamental details.
7. **Other Elements.** Storefronts also typically include signs and awnings, and may incorporate steps and ramps into their designs. Building numbers and lighting are also included.

Guidelines for Upper Stories and Cornices of Commercial Buildings

Upper story windows give an appearance of vitality and use even if the upper floors are vacant. They create a repeated pattern that helps tie together the facades.

- Maintain the rhythm created by upper story windows. Avoid filling in window openings, adding new openings, or otherwise altering their shape or size.
- Closed window openings should be reopened and treated as original.
- Place air conditioning units on walls that are not visible from the street. No new openings should be made in the front wall to accommodate air conditioners, mechanical devices, satellite dishes and vents. Also avoid these in 2nd floor windows and walls visible from the street.
- Retain and maintain all window moldings and trim, and other elements of the midsection of commercial buildings.
- If a historic cornice must be removed because it is too severely deteriorated, replace it with a new cornice. The new cornice may be a simplified design, but it should convey the same character as the historic cornice.



Painting.

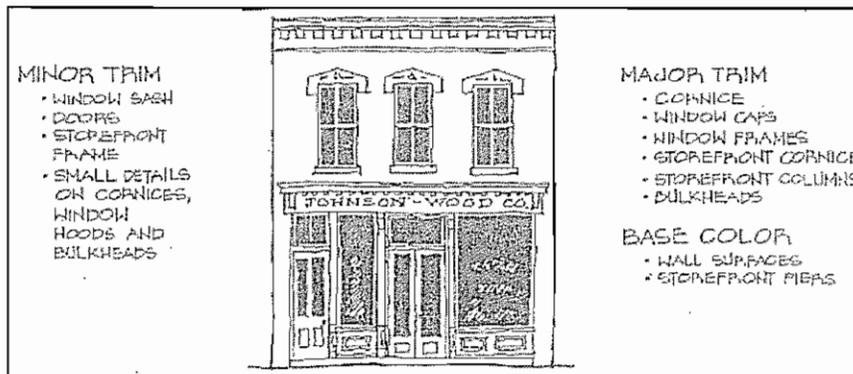
Choosing the right combination of colors can unify the building elements within the façade as well as relate the building on the street.

- Three colors are sufficient to highlight any façade. Do not paint the entire building one color. The base color appears on the upper wall and piers flanking the storefront. Often this color will be natural brick or stone requiring no paint. The major trim color defines the decorative elements of the building, tying together the upper façade trim and the storefront. The trim color should complement the base color. Major trim elements include the building cornice, storefront cornice, window frames, sills and hoods and storefront frame, columns and bulkheads (including aluminum framing.)



- The minor trim color should enhance the color scheme established by the base and major trim. Often a darker shade of the major trim can be used to highlight the window sashes, doors and selective cornice and bulkhead details.

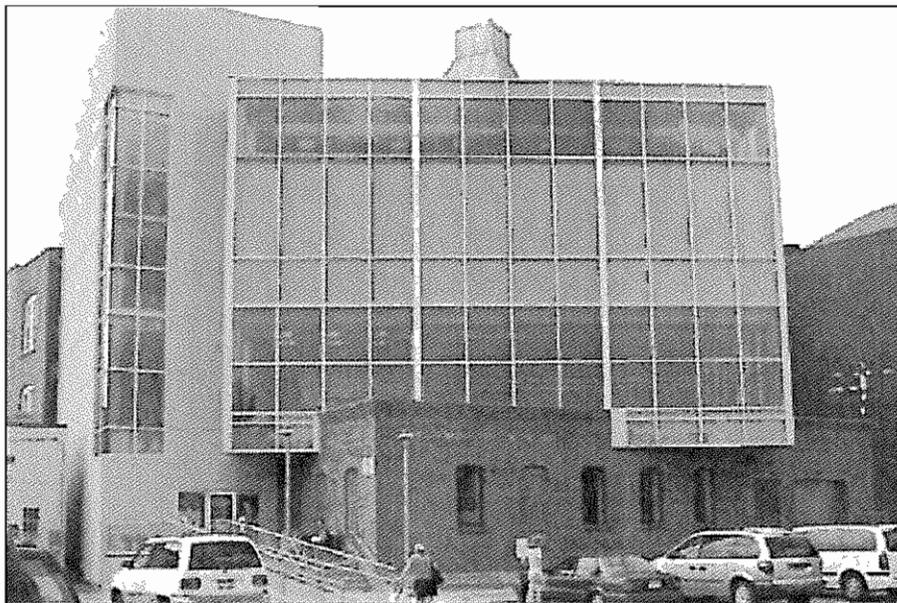
Do not paint masonry. Brick, concrete and stone have a natural beauty, which should be seen.



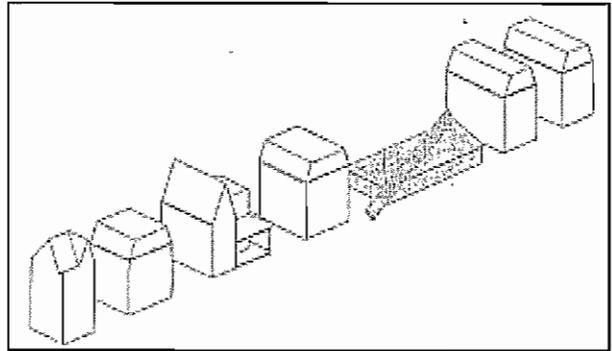
Guidelines for New Construction

When designing a new storefront the emphasis should be on transparency. New construction should be compatible with local historic buildings, a reproduction is undesirable. The basic storefront design should include large display windows with thin framing, a recessed entrance, cornice or a horizontal sign panel at the top of the storefront to separate it from the upper façade and low bulkheads at the base to protect windows and define the entrance.

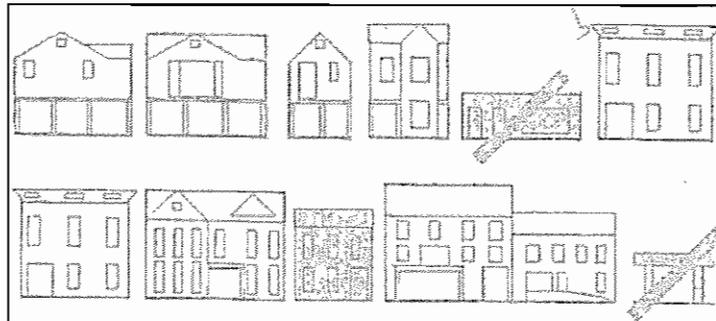
- **Appearance.** New construction in the Torrington Downtown area should relate closely to the buildings in the immediate neighborhood. They should not duplicate the design of nearby historic buildings. The colors chosen for an infill façade should relate to the building's neighbors.



- **Size, Scale and Proportion.** New construction should relate to the dominant proportions, size and scale of nearby buildings downtown. The average height and width of the surrounding buildings determines a general set of proportions for an infill structure or the bays of a larger structure. Long low buildings are inappropriate amid taller structures. New buildings should not visually overpower surrounding buildings.



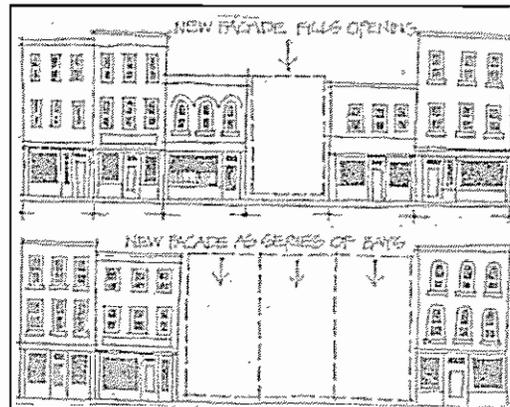
- **Shape and Massing.** New construction should incorporate massing, building shapes, and roof shapes that are present in surrounding buildings.



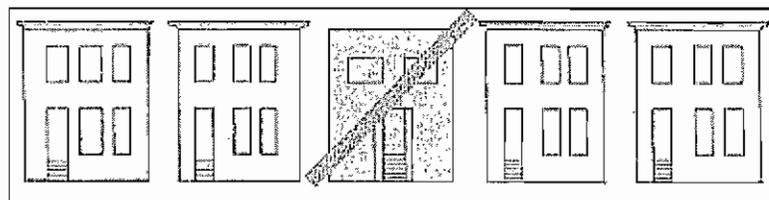
- **Materials.** Building materials should be compatible with those of surrounding buildings. Traditional materials that are common in the Torrington Downtown area such as brick, concrete, stone and wood, are preferred. An infill façade should be comprised of materials similar to the adjacent facades. The new building should not stand out against the others.



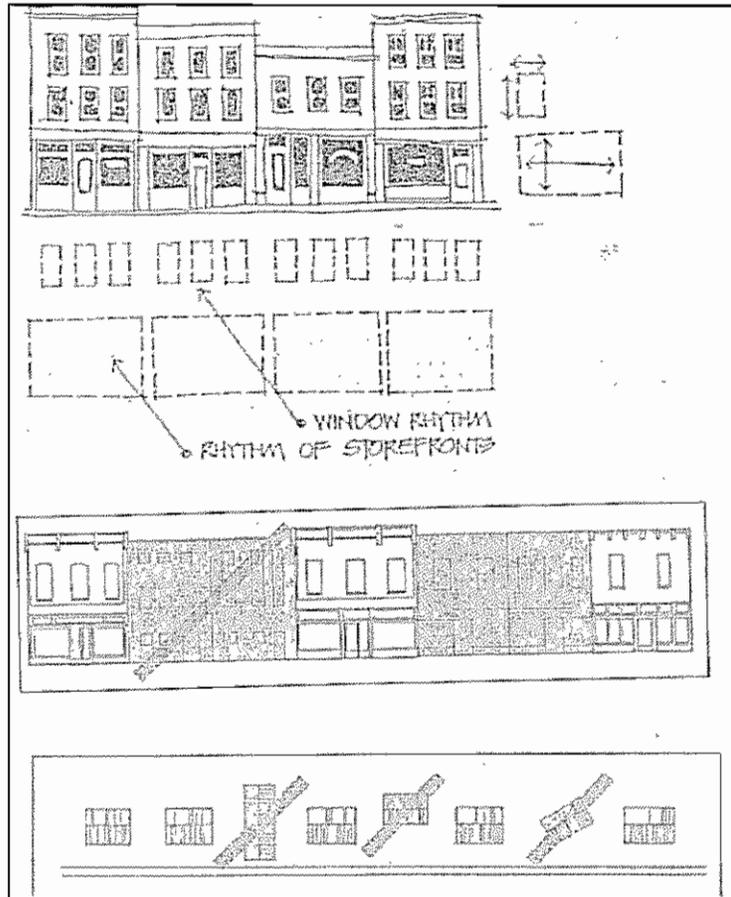
- Patterns and Rhythm.** The rhythm of facades along the street and components thereof should be maintained. The infill building should fill the entire space and reflect the characteristic rhythms of facades along the street. If the site is large, the mass of the façade can be broken into a number of smaller bays to reflect rhythms of the surrounding buildings.



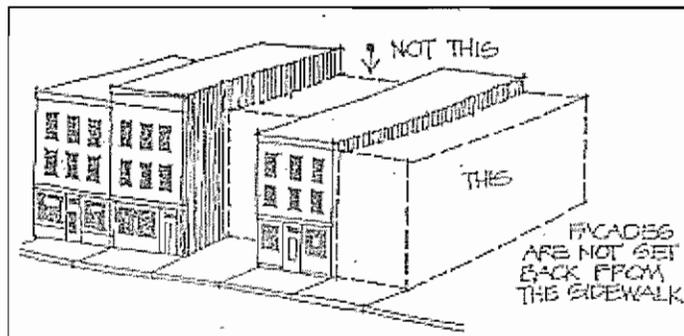
- Cornice and Floor-to-Floor Heights.** New construction should continue the floor-to-floor and cornice heights of historic buildings in the district, or should incorporate detailing suggesting those heights.



- **Windows and Doors.** New construction should use window and door openings of design and size typical of those of historic buildings in the immediate neighborhood.



- **Detailing.** Infill architecture should reflect some of the detailing of surrounding buildings in window shapes, cornice lines and brickwork.
- **Orientation and Location.** Principle facades of new construction should face the same direction as the rest of the buildings on the street. The prevailing setback line at the street should be preserved. The new façade should be flush to its neighbors.



Additions

Additions to Downtown Torrington buildings should relate appropriately to the existing buildings, while maintaining the visual prominence of the historic buildings.



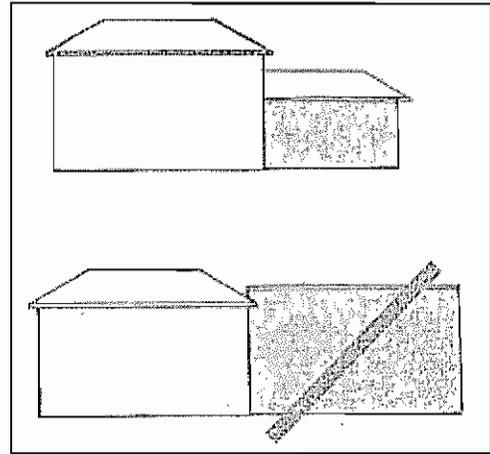
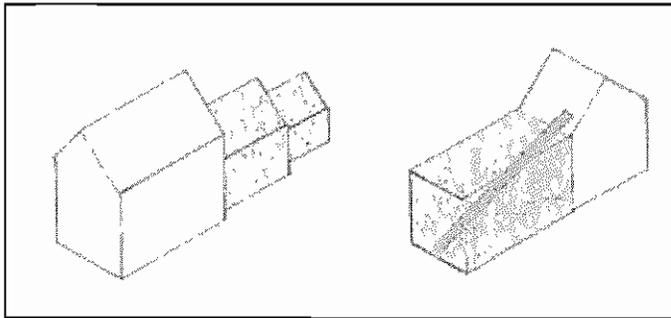
Guidelines

When attempting to replicate the appearance of an historic building, size and scale are critical features that must be closely adhered to. Otherwise:

- Design additions so that it is clear what is historic and what is not. Contemporary designs for additions are not discouraged when compatible with the character of the building.
- Additions to non-historic buildings should not clash with or visually overwhelm nearby historic structures.
- Additions should be constructed so that their removal will not harm the historic form or integrity of the building.
- Build additions so that walls of historic buildings that face the street are not hidden, damaged or destroyed.

Size, Scale, and Proportion. The height and width of an addition should not exceed that of the historic building.

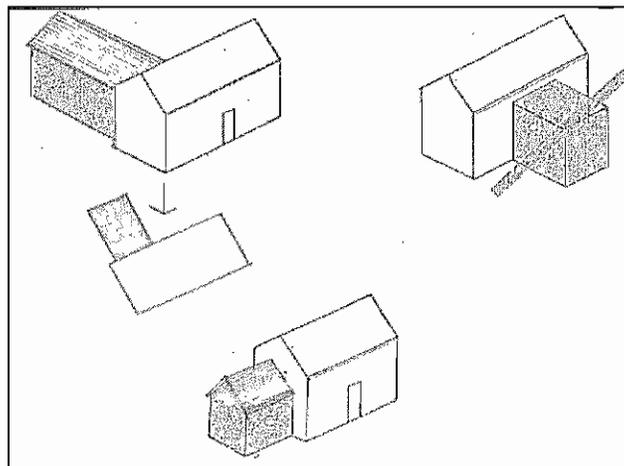
Shape and Massing. Additions should incorporate massing techniques used by the historic building. Using dominant roof shape and pitch of the historic building will increase compatibility. When adding stories to a building, set them back from the front wall to differentiate them and make them less conspicuous from the street.



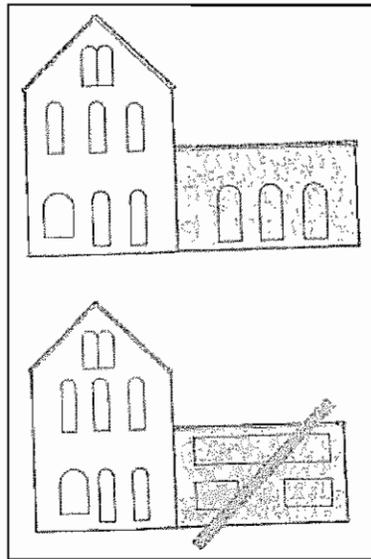
Materials. Building materials should be compatible with those of the historic building. Traditional materials are preferred. Avoid using materials or details that draw attention away from the historic building. Construct additions to minimize the loss of historic material.

Location. Additions should maintain the proportions and profile of the original building. Place additions so that they are inconspicuous to the public eye. Use rear or side walls whenever possible.

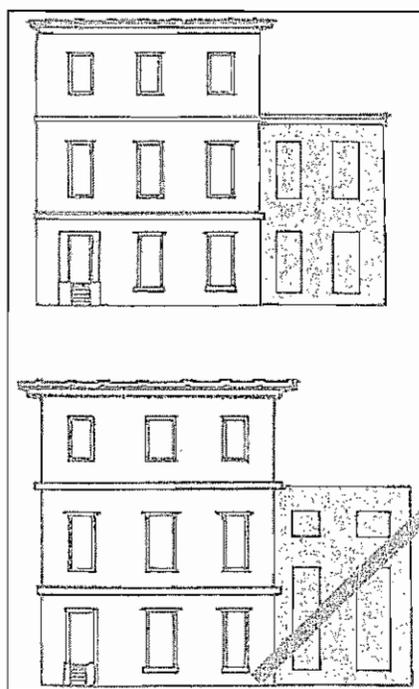
- Set additions back from the front wall of the existing building.
- Construct additions so that important details of the historic building are not hidden, damaged or destroyed.



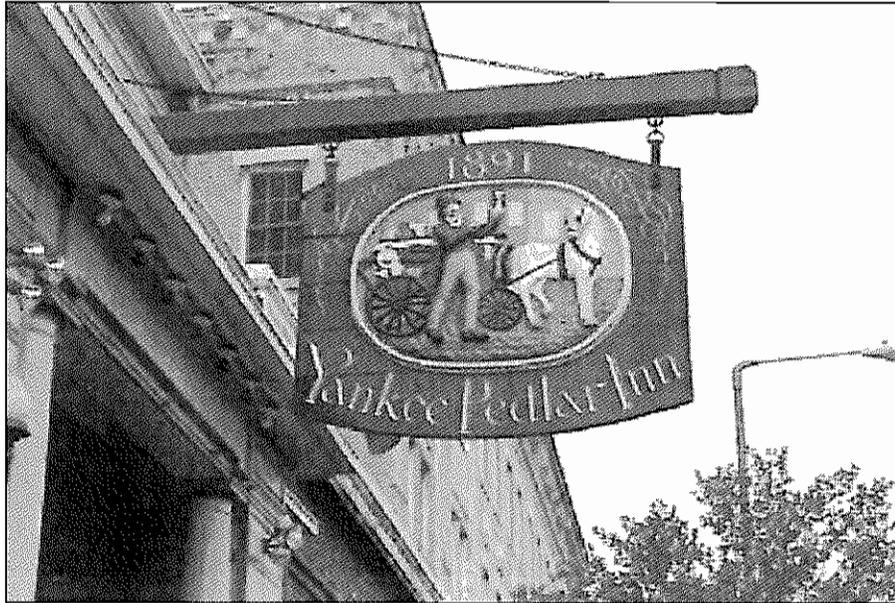
Windows and Doors. Windows and doors in an addition to an historic building should relate in size, shape, scale and proportion to original openings in the existing building.



Floor-to-Floor Heights. Additions should conform to the floor-to-floor heights of the historic building or should incorporate detailing that suggests consistent floor-to-floor heights.

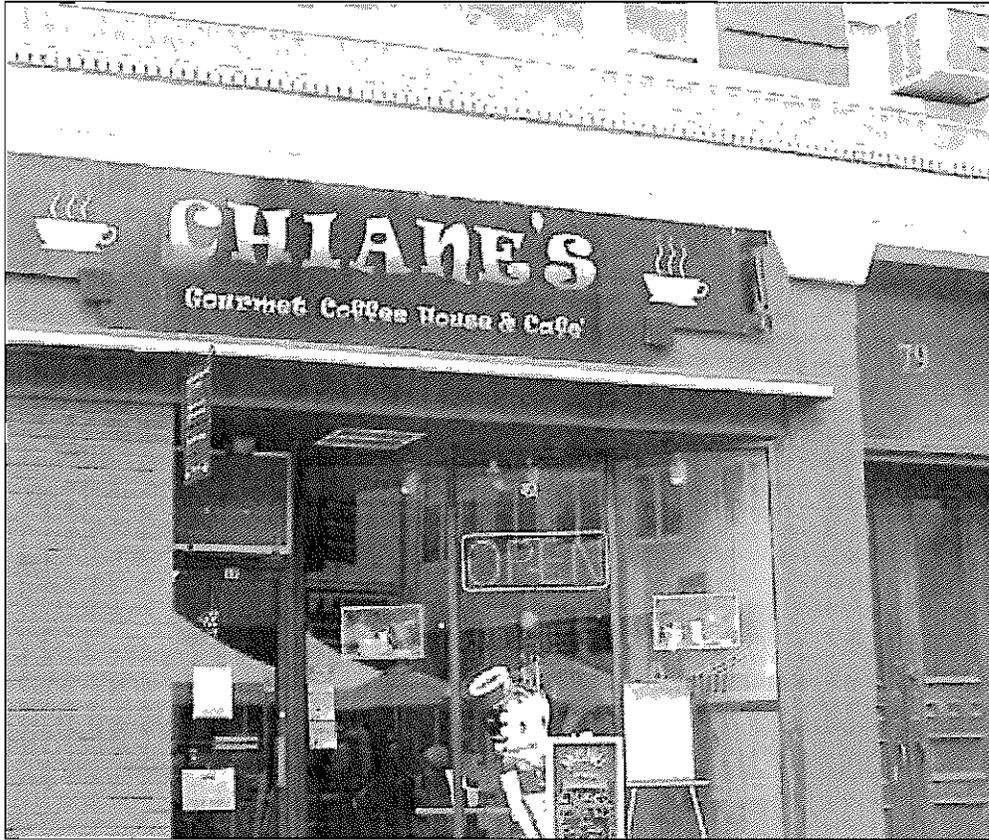


Signage



Principles of Sign Design

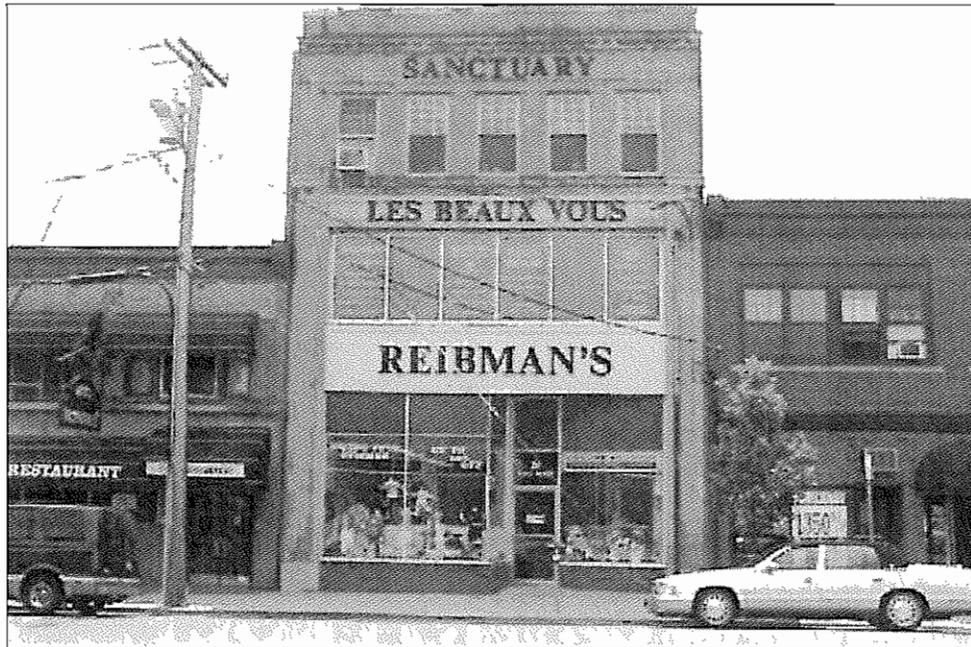
The effectiveness of a sign is determined by a number of factors, including size, placement, content, legibility, letter size and color contrast. The location selected for a sign influences its size, colors and methods of illumination. Because each building is different in design, each sign must be considered individually. The design of a building façade will usually present obvious clues for the best location of a sign. Flat, continuous surfaces, unbroken by either decorative detailing or openings such as windows and doors, are logical places to consider installing a wall mounted sign. Covering up such details and openings merely undermines the attractive features that give architectural style its character. If no suitable flat surface is available in the General Business Zone, a projecting sign may be appropriate. Hand-painted signs are preferred that are not internally lit. Almost every building has one or more logical locations where a sign can be placed for good visibility without obscuring the architectural design of the building. Signs should be coordinated with the landscaping. These locations include the area between the storefront windows and overhanging cornice, the area immediately above the cornice, the surface of the piers that frame the storefront and the display and transom windows. In some cases placing the sign higher on the façade may be appropriate but, in general, placing it below the second story windows will ensure that it can be easily read by pedestrians and motorists.



Content and Legibility

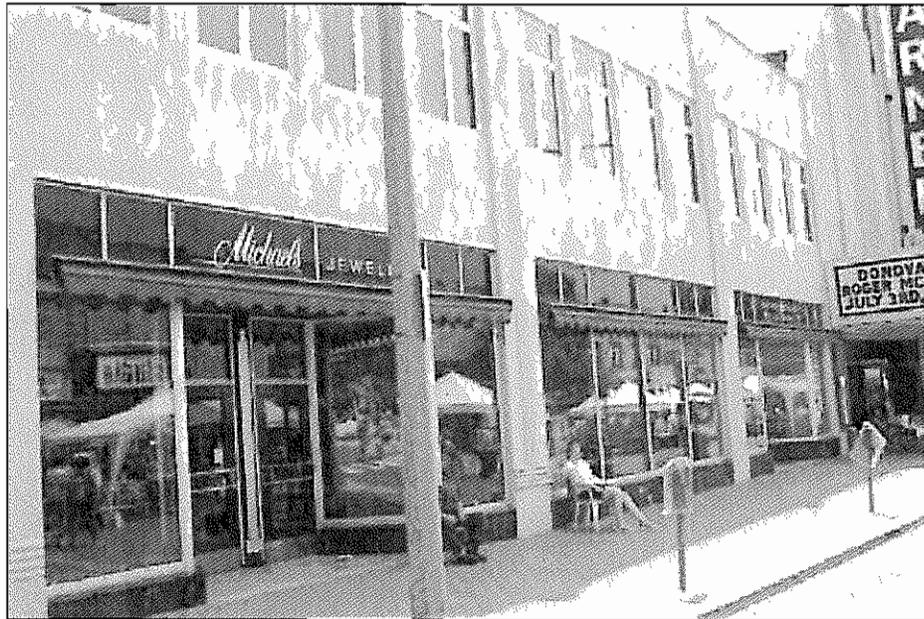
The fewer the words used to communicate a message, the more effective. Signs with too much information can be confusing. Keep the message clear and direct so that the name is easy to read. Secondary information can be placed on signs on doors, awning valances, bulkheads and inside display windows. Proper proportioning of a sign and lettering can add distinction to a building of modest design. If too numerous or too large, signs hung at right angles can easily overwhelm the proportions of a building, obscure its details and create a cluttered appearance along the street.



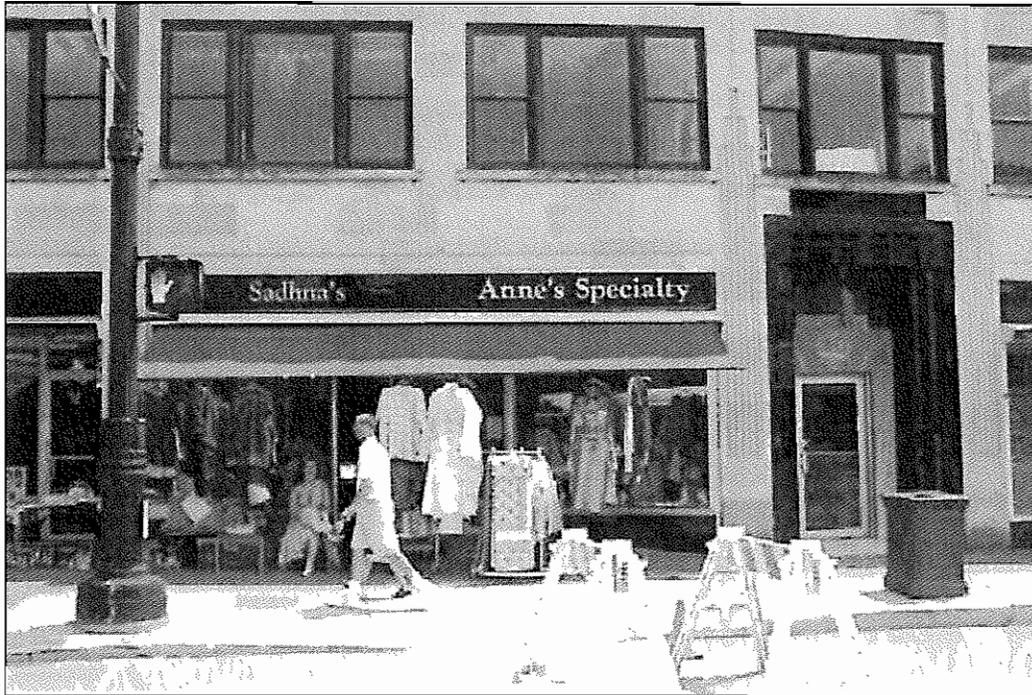


When a business expands into one or more adjoining buildings, the owner will often hang a sign that spans them all. Such an oversized sign visually cuts buildings in half and diminishes the distinctive architectural features that differentiate them. One solution is to install two smaller signs that expose the buildings piers, restoring proper verticality and scale to both facades.

When a large building contains more than one storefront and each houses a different business, the signs should relate well to each other in terms of height, proportion, color and background value. Maintaining uniformity among these characteristics reinforces the buildings façade composition while still retaining each business's identity.

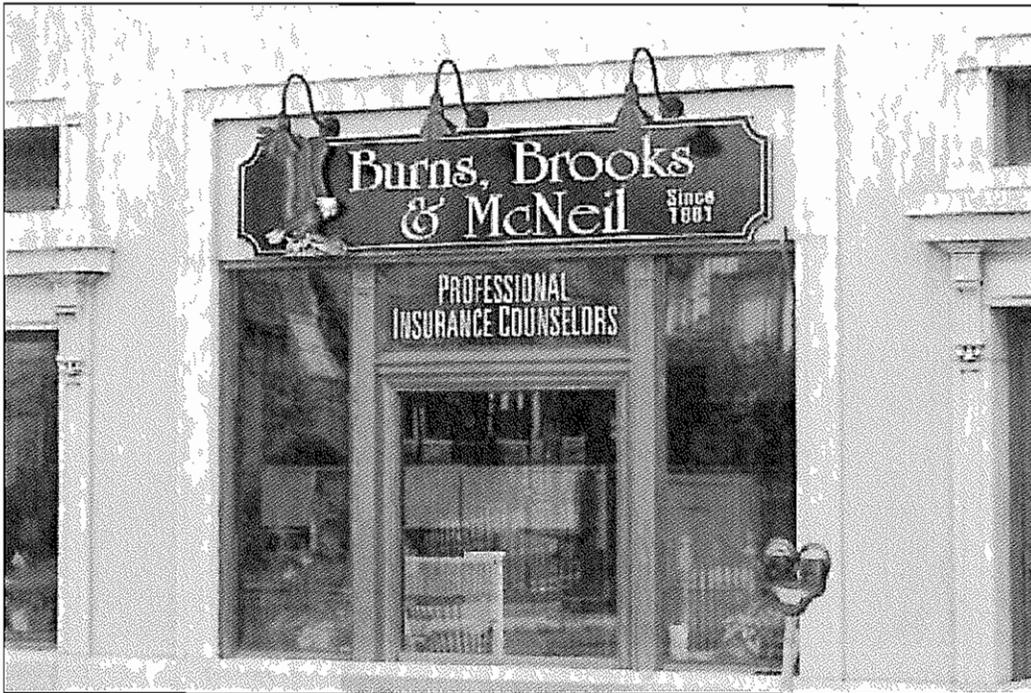


A good sign should communicate its message quickly and easily. The clearer the typestyle the more readily it will be understood. Ornate lettering should be avoided. The size and proportion of lettering affect the quality of the sign. A sign's colors, and, in particular, the contrast between the letters and background, influence legibility. A sign with a dark background will have the strongest visual impact because dark colors have a tendency to recede while lighter or brighter colors stand out. Using dark or muted colors for the background of a sign also helps it fit more naturally into the architectural design of most older buildings, especially when the sign's colors complement the colors of the building's materials. If the sign's background lacks color, as with those painted on glass or Plexiglas, then light colors should be used. Franchise sign's fit into the district when they respect the scale of the street and neighboring signs.



Lighting

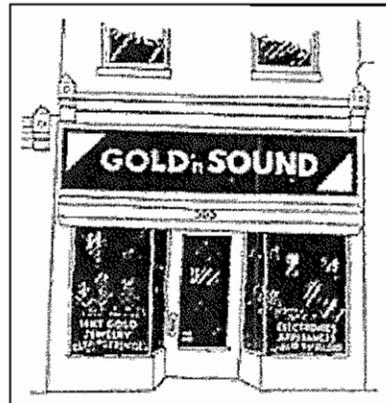
The appearance of a well-designed sign can be enhanced or marred by the way in which it is lighted. At night, illuminated signs and storefront display windows provide a pleasing ambient light to the sidewalks and streets of the General Business Zone, making them appear more lively, inviting and safe to pedestrians and passing motorists. While it is important to provide an appropriate level of illumination for a sign, it is equally important to select a fixture that will shield the light source from the viewers eyes. The size of the fixture, type of bulb and light level must be carefully scaled to serve the ambience of the General Business Zone. Incandescent bulbs provide a warm, bright light that renders objects in their true colors. More intense forms of light, such as sodium vapor, mercury vapor or other metal halide light sources are not well suited for illuminating signs. Their overly bright light can actually render signs illegible as well as distort the color of both the building and the sign. Internally lit signs can be effective when properly designed. Unfortunately, in their most common form, the commercially produced plastic signage, dark letters applied to a white background, making a glaring white box with a difficult to read message. Reversing the contrast between background and lettering can make the sign more legible.



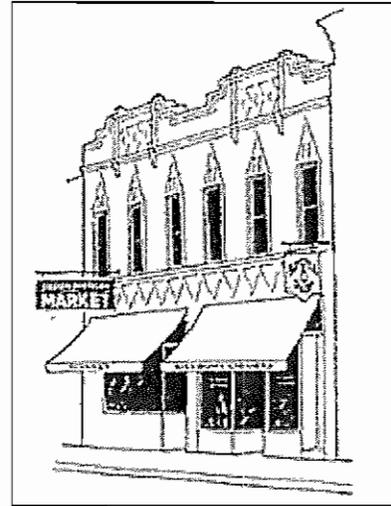
Signage & Awnings

The National Trust for Historic Preservation, "Main Street Guidelines, Signs for Main Street," is an excellent resource for designing good signs. Also the following guidelines are recommended when designing signs and awnings for downtown businesses:

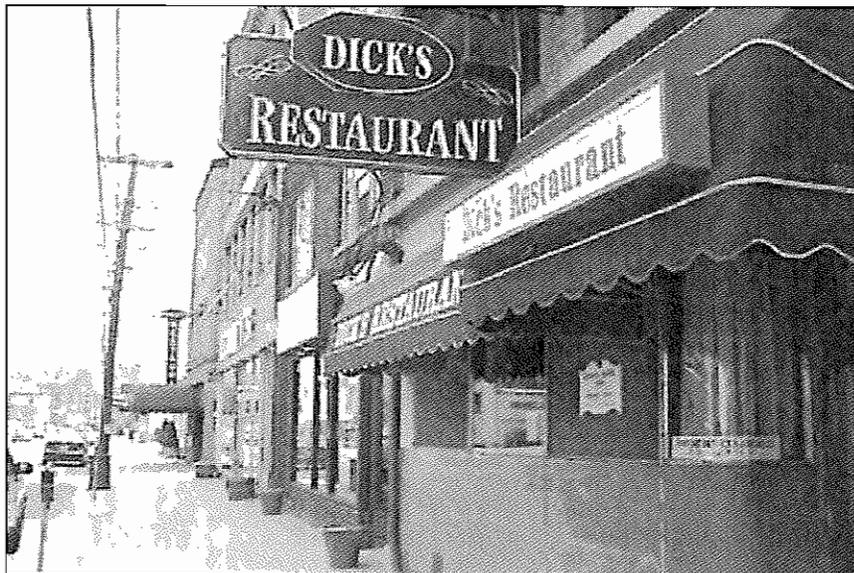
- Signage should provide information simply and legibly. Studies show that seven words are the most passersby can effectively read.
- All signs should be made of durable materials.
- Primary signage should be limited to advertising the name of a business and its main goods and services. In general, primary signage should not advertise national brand names or logos.



- Permanently applied or painted window lettering may also be an effective way to advertise a business name, type of business, and/or primary goods and services.
- Window signage should be limited to covering no more than 15 percent of available window space.
- In general, the number of signs per storefront should be kept to a minimum. Limit signage to the number necessary to effectively communicate the business message. Too many signs in one storefront can detract from the overall appearance.
- Signs should be of a size, location and design that do not obscure a building's important architectural details.

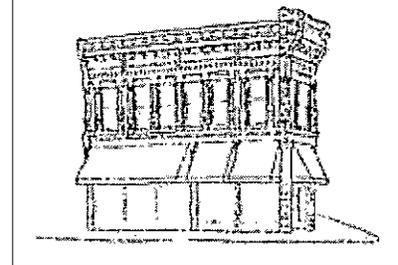
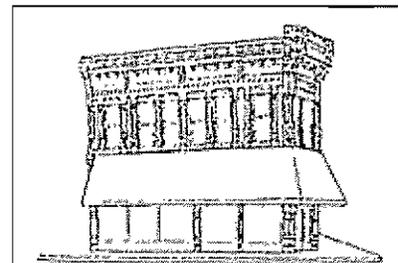
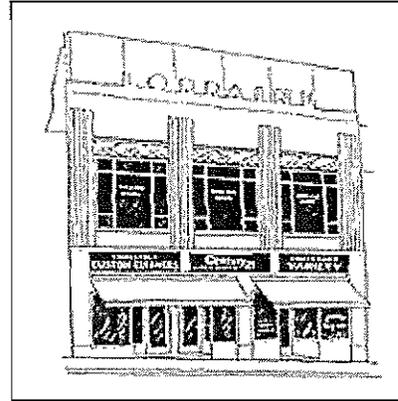


- Signage can employ colors and typefaces that are designed to complement the unique character of a storefront, or they can be used creatively to add visual interest without altering a building's primary architectural style. Harmony in color and style is always encouraged.
- Flat wall signs installed above storefronts should form a clearly articulated sign band and be integrated into the overall facade design. Other locations and types of signs could be appropriate depending on the building design and the business owner's interests.
- Temporary signs, such as banners and paper signs in windows, should be removed in a timely manner. The use of temporary signs that outlast the advertised sale or promotion is discouraged.



Awnings, Canopies and Marquees

- Awnings, canopies and marquees provide a secondary location for signage. They add color and interest to building storefronts and facades and can be used to emphasize display windows and entrances. They also serve to protect pedestrians and display windows from the sun and rain.
- Awnings, canopies and marquees consistent with local character and building type are encouraged.
- Awnings should reflect the overall facade organization of a building. Awnings should be located within the building elements that frame storefronts.
- Important architectural details should not be concealed by awnings, canopies or marquees.
- Awnings on a multiple-storefront building should be consistent in character, scale, and location, but need not be identical.
- Awning shapes should relate to the shape of the facade's architectural elements. The use of traditionally shaped awnings is encouraged, when appropriate. Creative or unusually-shaped awnings should be designed with considerable care.
- Canvas and fire-resistant acrylic are preferred awning materials. The use of vinyl or plastic as awning materials is discouraged.



APPENDIX C RELOCATION PLAN

**RELOCATION PLAN
FOR THE
TORRINGTON DOWNTOWN MUNICIPAL
DEVELOPMENT PLAN**

TORRINGTON DEVELOPMENT CORPORATION

April 2009

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RELOCATION PLAN

INTRODUCTION

The entire relocation process will be accomplished by the Torrington Development Corporation (TDC) with assistance from others as appropriate. The relocation of site occupants will comply with the Uniform Relocation Assistance Act (Chapter 135 Connecticut General Statutes), as may be amended from time to time, this relocation plan and local procedures.

The plan is divided into seven sections as follows:

- I. Non-Residential Relocation Workload and Resources
- II. Non-Residential Relocation Assistance Advisory Plan
- III. Anticipated Non-Residential Relocation Expenses
- IV. Residential Relocation Workload and Resources
- V. Residential Relocation Assistance Advisory Plan
- VI. Anticipated Residential Expenses
- VII. Procedures for Owners of Residential Properties

SECTION I. NON-RESIDENTIAL WORKLOAD AND RESOURCES

A. Identification of Businesses/Non-Profit Agencies

Based upon current estimates, there are nine businesses and one fraternal club which could be potentially displaced by Phase I activities identified in the Project Plan upon initiation of the project. A Torrington Development Corporation representative will meet with each business owner(s) or designated representative to conduct an informational survey. The purpose of the survey will be to document the characteristics, (i.e., services or products sold, space occupied) of each business and ultimately determine specifications for a new site. Based upon this information alternative sites will be identified for these businesses/non-profit agencies. Project relocation staff will follow the Non-Residential Assistance Advisory Plan as described herein.

B. Estimate of Non-Residential Relocation Resources

Due to the limited amount of displacement and the extent of vacancies in the Downtown and other areas of Torrington, it has been determined that an adequate supply of relocation resources is available.

SECTION II. NON-RESIDENTIAL RELOCATION ASSISTANCE ADVISORY PLAN

A. Surveys to Determine Relocation Needs

Planning Surveys

Interviews will be conducted by the Torrington Development Corporation representative with all business concerns located in buildings proposed for acquisition at the earliest possible time after authorization of the Project. These surveys are designed to determine the characteristics of each business, which would relate to its possible relocation. These characteristics include identification of minority owned businesses (i.e., African-American, Latino, etc.) tenure, space requirements, number of employees, relocation plans, location preferences, etc. The data to be compiled will be documented on a Site Occupant Record.

Additional Surveys

Additional surveys will be made of all occupants of properties to be acquired at the time of the beginning of activity in that area. These surveys will bring up to date the information gathered in the original surveys, and will be more detailed in regard to the specific situation and relocation factors of each concern to be relocated.

B. Information Program and Relocation Office

An informational letter for non-residential occupants will be delivered to all non-residential site occupants at the time of approval of a purchase contract between the property owner and the Torrington Development Corporation or its designee. This letter will include at least the following elements:

1. a complete description of the nature and types of activities which will be undertaken;
2. an indication of the availability of relocation payments, including the types of payments, the general eligibility criteria for non-residential occupants, and a precaution that premature moves might make concerns ineligible for benefits;
3. a statement that no concern lawfully occupying property will be required to move without at least ninety (90) days written notice;
4. a map, with clear explanation, showing the boundaries of the project area;
5. a statement of the purpose of the non-residential relocation program with a brief summary of the sources and aids available, including a statement that the Torrington Development Corporation or its designee will provide maximum assistance in locating non-residential relocation sites;
6. encouragement to site occupants to visit the Torrington Development Corporation offices, to cooperate with the staff, to seek their own relocation accommodations, and to notify the Torrington Development Corporation or its designee prior to their move;
7. a statement that the Torrington Development Corporation or its designee, by its Relocation staff or designated community groups or other entities, will provide assistance to concerns in obtaining locations of their choice, including assistance in the referral of their complaints of discrimination to the State Human Rights Commission;
8. a summary of the Torrington Development Corporation or its designee eviction policy and notice that an eviction will occur on a certain date if the occupant fails to move by the end of the ninety day period;
9. the address, telephone numbers and hours of the Torrington Development Corporation or its designee.

C. Services to be Provided to Non-Residential Concerns

Consultations

Representatives of the Torrington Development Corporation or its designee will periodically visit or call non-residential concerns being displaced in order to consult with them regarding their relocation. These consultations will keep up to date the information gathered in earlier surveys or consultations, and will enable the Torrington Development Corporation or its designee and these concerns to exchange information on new non-residential listings, listings found to be unsuitable by the concern and other opportunities or problems involved.

Current Information on Relocation Sites and Referrals

Gathering Information on Relocation Sites - the Torrington Development Corporation or its designee will be responsible for assembling data relating to relocation sites for non-residential concerns.

1. General Data

The Torrington Development Corporation or its designee will continuously collect current information on the availability, costs and floor size of comparable relocation sites. It will do this through a systematic review of all advertised vacancies; direct appeals through agents, brokers and the news media for vacancy listings.

2. Economic Information

Whenever and as often as it is deemed necessary and feasible, studies will be conducted and data compiled relating to the various economic and growth potential factors of non-residential vacancies and building sites. The study will include such elements as property values, growth potentials, zoning ordinances, and other general and economic information concerning individual sites and/or areas within the City and the surrounding area.

Listings and Referrals

Listings

The Torrington Development Corporation or its designee will maintain an up-to-date file of known and potential non-residential vacancies and sites for referral to relocating concerns. These listings will include available information concerning each potential location and the results of whatever economic studies may have been conducted.

Referrals

Relocating concerns will be notified of available locations, which are comparable and suitable by providing them, in person or by mail, with copies

of the relevant listing sheets. The Torrington Development Corporation or its designee will also assist through consultation, in the discussions of sites. In the course of these referrals and consultations, the Torrington Development Corporation or its designee will avoid involvement in or interference with the relocating concern's daily operation or its decisions.

D. Procedures for Making Relocation Payments

Eligibility

Relocation payments will be made to all eligible project or program area occupants under the provisions of the Uniform Relocation Assistance Act (Chapter 135 Connecticut General Statutes) and in accordance with the policies, procedures and requirements contained herein.

Notification to Persons in Area

The Torrington Development Corporation or its designee will notify, in person or by mail at the earliest possible time, all non-residential concerns who may be displaced by project or program activities of the availability of relocation payments, the address, telephone numbers and hours of the office where detailed information about the program may be obtained and the dates governing eligibility for the payments.

Assistance in Making Claims

Upon request of a claimant, the Torrington Development Corporation or its designee will provide assistance in the preparation of claims for relocation payments. Claim forms will be provided.

Time Limit for Submission of Claims

Claims for relocation payments must be submitted by the business concern within twelve (12) months of the date of claimant's displacement.

E. Review and Appeals

Determining Eligibility

The Torrington Development Corporation or its designee will be responsible for determining the eligibility of a claim for, and the amount of, payment in accordance with State regulations and Torrington Development Corporation procedures. Once the final determination is made, adjustments may be made as a result of the grievance procedures or if the Torrington Development Corporation or its designee is directed by the State government or a court, to make an adjustment as a result of a review of a claimant's grievance.

Appeals

The Torrington Development Corporation with the assistance of its attorney will promptly review all written appeals in accordance with applicable law, regulations and policies. It will consider a written appeal regardless of form.

A person may file an appeal in any case in which the person believes that relocation staff has failed to:

- (1) Properly determine that the person qualifies, for relocation assistance;
- (2) Properly determine the amount of any relocation payment;
- (3) Provide appropriate referrals to comparable replacement dwellings or inspect the replacement location in a timely manner;
- (3) Waive the time limit for (a) the filing of a claim or an appeal or (b) purchasing, renting or occupying a replacement space; or
- (4) Other relocation issues.

Refer to the Grievance Procedure contained in Appendix 1 for a explanation of the process of appeal. Appendix 1 is in the form of a notice to be provided to all occupants to be displaced.

F. Prior HUD Approval

Unless Federal funds are utilized, prior HUD approval is not applicable. If Federal funds are utilized, HUD approval will be sought as applicable.

G. Payment of Claims

All non-residential relocation payments will be made to eligible claimants in accordance with the regulations, guidelines and procedures promulgated by State Law, City and Torrington Development Corporation procedures.

Eligible businesses may choose to claim either reimbursement for actual moving and related expenses and real property loss or a fixed payment in lieu of moving expenses. The fixed payment will not exceed \$20,000 as stipulated by Section 8-268(c) of the Connecticut General Statutes as amended.

Timing of Payment

A payment will be made as promptly as possible after a claimant's eligibility has been determined. Advance payments may be made in hardship cases if the Torrington Development Corporation or its designee determines such advances to be appropriate (e.g., the claimant needs money for security deposit or building preparation costs on a replacement site).

Set-Off Against Claim

In instances where otherwise eligible claimants have unpaid occupancy-related financial obligations to the City, the City may set off these obligations against the claimant's relocation payments.

H. Procedures to Avoid Duplicate Payments

Any person who receives a relocation payment as part of an eminent domain award, under State Laws governing same, shall not receive a duplicate relocation payment of which he/she may be entitled to under these guidelines. However, the Torrington Development Corporation or its designee may make a relocation payment for any difference between the relocation payment prescribed by the court and the amount entitled to such person under these guidelines.

I. Payments Not to be Considered as Income

Federal and State regulations provide that relocation payments are not to be considered as income for Federal Income Tax purposes or for determining eligibility or extent of eligibility of a person under the Social Security Act or any other Federal or State Law.

J. Termination of Active Relocation Assistance

The Torrington Development Corporation or its designee will provide assistance to non-residential concerns until permanent relocation has been successfully achieved and all relocation payments have been made. In general, the only circumstances under which the Torrington Development Corporation or its designee relocation effort ceases are the following:

1. The business concern or non-profit organization has received all assistance and payment to which it is entitled and has either been successfully relocated or ceased operations;
2. The site occupant refuses to accept one or a reasonable number of offers of accommodations meeting the relocation standards, the Torrington Development Corporation or its designee shall forward the matter to the City Attorney's Office to commence ejectment proceedings. (In the case of continuous refusal to admit a relocation interviewer who attempts to provide assistance, visits the site occupant at reasonably convenient times and has, whenever possible, given notice of his intention to visit the site occupant, the Torrington Development Corporation or its designee and its staff shall write, telephone or take other reasonable steps to communicate with the site occupant before terminating active assistance).

K. Eviction Policy

Site occupants will be evicted only as a last resort. Eviction/ejectment in no way effects the eligibility of non-residential concerns for relocation payments. The records will be documented to reflect the specific circumstances surrounding the eviction from Torrington Development Corporation acquired property. Eviction shall be undertaken only for the following reasons:

- 1. Serious or repeated violations of the terms and conditions of the lease or occupancy agreement; or
- 2. The eviction is allowed by State or local Law and cannot be avoided by the Torrington Development Corporation or its designee.

L. Relocation Records and Reports

The Torrington Development Corporation or its designee will keep up-to-date records on the relocation of all site occupants, even if the information is originally obtained by a community group or entity. These records shall be retained for inspection and audit for a period of three (3) years following completion of the project or program or the completion of the making of relocation payments, whichever is later. These records shall be considered confidential documents, which may only be viewed or obtained by the site occupant, City personnel or designated entities. All others must file a request pursuant to the Freedom of Information Act set forth in Sections 1-19, 1-19a and 1-20 of the General Statutes of Connecticut.

SECTION III. ANTICIPATED RELOCATION EXPENSES

The total expenses to relocate ten businesses/non-profit agencies from the project area are estimated at \$310,000. This figure anticipates expenditures for eligible moving payments, moving personal property, reestablishment expenses and, when necessary, payments for direct losses of personal property. A contingency account will also be budgeted. Funding for the relocation program is to coincide with the phasing of the acquisition of properties.

SECTION IV. RESIDENTIAL RELOCATION WORKLOAD AND RESOURCES

A. Identification of Households to be Displaced

Based on current estimates, there are six residential households which could be potentially displaced by Phase I activities. Until relocation has been completed, or

the occupants have notified the Torrington Development Corporation that they will be moving within the next 30 days, the Torrington Development Corporation shall be obligated to repair and maintain acquired properties unless the property has been so severely damaged by fire, flood or other act of God that repair is not possible. In those instances, the Torrington Development Corporation shall follow the eviction procedures in Section L.

In addition, the Torrington Development Corporation shall notify all public utilities that termination of utility gas, water and electric service may not occur without prior notice to the Torrington Development Corporation

Once the project is initiated, project relocation staff will follow the Residential Relocation Assistance Advisory Plan as described herein.

B. Analysis of Housing Relocation Resources

The 2000 Census records Torrington as having 16,147 dwelling units with 14,743 units occupied and 1,404 units vacant. The Real Estate Market Study completed in 2008 as part of the preparation of this Project Plan estimated the number of occupied units to have increased to 15,535 due to the addition of dwelling units for a new total of 16,672. This resulted in an estimated vacancy rate of 6.8%. The vacancy rate in the rental segment was estimated at about 7% or approximately 400 units. When compared to the anticipated displacement of six households, it has been determined that adequate resources are available in the Torrington market area.

SECTION V. RESIDENTIAL RELOCATION ASSISTANCE ADVISORY PLAN

A. Survey to Determine Relocation Needs

1. Surveys and Consultations With Residential Occupants

A meeting with each household will be conducted by the Torrington Development Corporation and/or a designee at the earliest possible time. These meetings will be designed to determine the tenant needs of each household that will be displaced and record data to include the number of rooms, special needs, location preferences, etc.

2. Social Service Special Needs Assessment

If it is determined that the tenant's needs surpass the amenities and services offered in traditional rental housing, a tenant needs assessment will be conducted by an appropriate public service professional/provider. The tenants needs assessment -- a more detailed survey -- will cite the specific needs of each such household/tenant. All senior citizens, families with

school aged children and persons with medical disabilities shall be considered to be a tenant with a special need. At a minimum, families with school aged children shall be referred to the Board of Education to ensure that all children avoid any interruption in their education. Where feasible, relocation staff will follow up on referrals by contacting the tenant and the referral agency to determine whether identified needs are being addressed.

B. Information Program and Relocation Office

An informational letter for residential occupants will be delivered to all residential site occupants by the Torrington Development Corporation or its designee as soon as feasible after initiation of the Project. This letter will include at least the following elements:

1. A complete description of the nature and types of activities which will be undertaken in the project area and a map showing the project area boundaries; and
2. The notice to persons to be displaced shall:
 - a) Explain that a project has been approved and caution the person not to move before the person receives a notice of eligibility for relocation assistance; and
 - b) Generally describe the relocation payments for which the person may be eligible, the basic conditions of eligibility, and the procedures for obtaining the payments; and
 - c) Inform the person that he or she will be given reasonable relocation advisory services, special assistance for those with special needs such as senior citizens, families with school aged children, and those with medical disabilities; including referrals to replacement properties, help in filing payment claims, and other necessary assistance to help the person successfully relocate; and
 - d) Inform the person that he or she will not be required to move without at least 150 days advance written notice and a list which contains at least three comparable replacement dwellings has been provided; and inform any person to be displaced from a dwelling that he or she will not be required to vacate the property earlier than 90 days after at least one comparable replacement dwelling has been made available; and

- e) Describe the person's right to appeal staff determinations concerning relocation assistance.
 - f) Notify all persons that this relocation notice is also an eviction notice for vacating the premises no later than the last day of said notice, in accordance with State Law.
 - g) Provide the name, address and telephone number of the organization responsible for the maintenance of the building, and the Torrington Development Corporation's commitment to repair and maintain the building during occupancy.
 - h) Notify tenants that all rental payments shall be abated until a permanent relocation has been achieved, but said abatement period shall not exceed one hundred and fifty (150) days.
3. Notice of Eligibility for Relocation Assistance. This notice shall:
- a) Inform the person of his or her eligibility for the relocation assistance, effective on the date of the initiation of negotiations.
 - b) Describe assistance, the estimated amount of assistance and the procedures for obtaining the assistance.
4. One Hundred and Fifty-Day Notice (Covers Persons to be Displaced)
- a) General - No lawful occupant to be displaced shall be required to move unless he or she has received at least 150 days advance written notice of the earliest date by which he or she may required to move. However, this relocation notice is also an eviction notice for vacating the premises no later than the last day of said notice, in accordance with State Law.
 - b) Timing of Notice - The 150-day notice shall not be given before the person is issued a notice of eligibility for relocation assistance. A person to be displaced from a dwelling shall not be issued a 150-day notice before three comparable replacement dwellings are identified as available.
 - c) Content of Notice - The 150-day notice shall either: a) state the specific date by which the property must be vacated and indicate that this notice also serves as an eviction notice for that specific date; or, b) specify the earliest date which the occupant may be required to move and indicate that the occupant will receive a vacate and eviction

notice indicating, at least 30 days in advance, the specific date by which he or she must move.

- d) Urgent Need - In unusual circumstances, an occupant may be required to vacate the property on less than 150 days advance written notice if the Torrington Development Corporation or its designee determines that a 150 day notice is impracticable, but only when the conditions of the property cannot be repaired and maintained and therefore person's continued occupancy of the property would constitute a substantial danger to health or safety. A copy of the Torrington Development Corporation or its designee's determination shall be included in the applicable case file.
- e) Notice Not Required - The 150 day notice need not be issued if a) there is no structure or personal property on the real property, or b) the occupant makes an informed decision to relocate and vacates the property without prior notice, or c) the occupant owns the property and enters into a negotiated agreement for delivering possession of the property (e.g., delivery of possession is specified in the purchase contract), or d) the occupant will not qualify as a displaced person.
- f) Delivery of Notices - Each notice shall be sent by Certified Mail, return receipt requested. Each notice shall indicate the name and telephone number of a person who may be contacted for answers to questions or other needed help.

C. Replacement Housing Assistance

1. Written Notice of Comparable Replacement Dwelling - No tenant to be displaced shall be issued a 150 day notice until such tenant has been given a written notice of the availability of three "comparable replacement" dwellings.
2. Definition of Comparable Replacement.
 - a) Decent, safe and sanitary.
 - b) Functionally equivalent to the displacement dwelling. The term "functionally equivalent" means that it performs the same function, provides the same utility, and is capable of contributing to a comparable style of living. While a comparable replacement dwelling need not possess every feature of the displacement dwelling, the principal features must be present. Generally, functional equivalency is an objective standard reflecting the range of purposes for which the

various physical features of a dwelling may be used. However, when determining whether a replacement dwelling is functionally equivalent to the displacement dwelling, the Torrington Development Corporation may consider reasonable trade-offs for specific features when the replacement unit is "equal to or better than" the displacement dwelling.

- c) Examples of Trade-Offs: If the displacement dwelling contains a pantry and a similar dwelling with pantry is not available, a replacement dwelling with ample cupboards may be acceptable. Insulated and heated space in a garage might prove an adequate substitute for basement workshop space. A dining area may substitute for a separate dining room. Under some circumstances, attic space could substitute for basement space for storage purposes, and vice versa. Generally, a comparable replacement dwelling must contain approximately the same amount of space as the displacement dwelling. However, when the displacement dwelling is dilapidated, a smaller "decent, safe and sanitary" replacement dwelling (which by definition is "adequate to accommodate the displaced person") may be determined to be functionally equivalent to the displacement dwelling.
- d) In an area not subject to unreasonable adverse environmental conditions from either natural or human sources.
- e) Currently available to the displaced person. A dwelling is considered "available" if the person is informed of the location of the dwelling; has sufficient time to negotiate and enter into a purchase agreement or lease for the dwelling; and, subject to reasonable safeguards, is assured of receiving the relocation assistance in sufficient time to complete the purchase or lease.
- f) If the person does not receive a government housing subsidy before displacement, the comparable replacement dwelling must be available on the private market and not require a government housing subsidy.
- g) A comparable replacement dwelling for a person receiving government housing assistance before displacement may reflect similar government housing assistance, such as:

A privately owned dwelling with a project-based housing subsidy (i.e., subsidy tied to the unit) may qualify as a comparable replacement dwelling only for a person displaced

from a similarly subsidized unit or government-owned public housing unit.

A privately owned dwelling made affordable by a housing program subsidy to a person (i.e., subsidy not tied to the building), such as Section 8 Existing Housing Program Certificate or Housing Voucher, may qualify as a comparable replacement dwelling for a person receiving a similar subsidy before displacement from a unit with a project-based subsidy.

D. Replacement Housing Referrals

Gathering information on replacement housing will be the responsibility of the Torrington Development Corporation or its designee. However, this responsibility may be delegated to brokers and real estate agents hired by the Torrington Development Corporation or its designee. This information shall be updated on a regular basis.

1. Current Information
The City will continuously collect current information on the availability of rental units, rental costs and room size of comparable relocation sites. It will do this through a systematic review of all advertised vacancies; direct appeals through agents, brokers and the news media for vacancy listings.
2. Housing Information and Listings
Whenever and as often as it is deemed necessary and feasible by the Torrington Development Corporation or its designee, studies will be conducted and data compiled relating to the current residential rental costs such as a newspaper rent survey.
3. Referrals
Relocating households will be notified of available locations which are comparable and suitable by providing them, in person or by mail, with copies of the relevant listing sheets. The Torrington Development Corporation or its designee will also assist, through consultation with the relocating household, in other considerations or discussion of sites. In the course of these referrals and consultations, the Torrington Development Corporation or its designee will avoid involvement in or interference with the relocating household's daily operation or its decisions.
4. Moving & Storage
The City shall advertise and contract with all licensed and bonded minority (i.e., African-American, Latino, etc.) owned moving and storage companies.

E. Procedures for Making Relocation Payments

Eligibility

Relocation payments will be made to all eligible project or program area occupants under the provisions of the Uniform Relocation Assistance Act (Chapter 135 of the Connecticut General Statutes) and in accordance with policies, procedures and requirements contained herein.

Notification to Persons to be Displaced

The Torrington Development Corporation or its designee will notify, in person or by mail at the earliest possible time, all residential tenants who will be displaced by the project. Relocation payment eligibility and the office where detailed information about the project may be obtained will also be described in the notice to tenants.

Assistance in Making Claims

Upon request of a claimant, the Torrington Development Corporation or its designee will provide assistance in the preparation of claims for relocation payments. Claim forms will be provided.

Time Limit for Submission of Claims

Claims for relocation payments must be submitted by the tenant/head of household within twelve (12) months of the date of the claimant's displacement.

F. Review and Appeals

Determining Eligibility

The Torrington Development Corporation or its designee will be responsible for determining the eligibility of a claim for, and the amount of, payment in accordance with State regulations and Torrington Development Corporation procedures. Once the final determination is made, adjustments may be made as a result of the grievance procedures or the Torrington Development Corporation or its designee is directed by the State government or a court, to make an adjustment as a result of a review of a claimant's grievance.

Appeals

The Torrington Development Corporation with the assistance of its attorney will promptly review all written appeals in accordance with applicable law, regulations and policies. It will consider a written appeal regardless of form.

A person may file an appeal in any case in which the person believes that the staff has failed to:

- (1) Properly determine that the person qualifies, for relocation assistance;
- (2) Properly determine the amount of any relocation payment;

- (3) Provide appropriate referrals to comparable replacement dwellings or inspect the replacement dwelling in a timely manner;
- (4) Waive the time limit for (a) the filing of a claim or an appeal or (b) purchasing, renting or occupying a replacement dwelling; or
- (5) Other relocation issues.

Refer to the Grievance Procedure contained in Appendix 1 for an explanation of the process of appeal. Appendix 1 is in the form of a notice to be provided to all occupants to be displaced.

Relocation Payments Documentation

The Torrington Development Corporation or its designee will maintain in its files complete and proper documentation supporting the determination made with respect to each claim. The determination will be made or approved by the Torrington Development Corporation, or a duly authorized designee. These records shall be considered confidential documents, which may only be viewed or obtained by the site occupant, City personnel, State Funding Unit or designated entities. All others must file a request pursuant to the Freedom of Information Act set forth in Sections 1-19, 1-19a and 1-20 of the General Statutes of Connecticut.

G. Prior HUD Approval

Not applicable unless Federal funds are utilized. If Federal funds are used, HUD approval will be sought as applicable.

H. Payment of Claims

All residential relocation payments will be made in accordance with the regulations, guidelines and procedures promulgated by State Law.

Timing of Payment

A payment will be made as promptly as possible after a claimant's eligibility has been determined. Advance payments may be made in hardship cases or as required by State Law, if the Torrington Development Corporation or its designee determines such advances to be appropriate (i.e., the claimant needs money for security deposit on a replacement dwelling unit).

Set-Off Against Claim

In instances where otherwise eligible claimants have unpaid occupancy-related financial obligations to the City, the City may set off these obligations against the claimant's relocation payments.

I. Procedures to Avoid Duplicate Payments

Any person who receives a relocation payment as part of an eminent domain award, under the State Laws governing same, shall not receive a duplicate relocation payment of which he may be entitled to under these guidelines. However, the Torrington Development Corporation or its designee may make a relocation payment for any difference between the relocation payment prescribed by the court and the amount entitled to such person under these guidelines.

J. Payment Not to be Considered as Income

Federal and State regulations provide that relocation payments are not to be considered as income for Federal Income Tax purposes or for determining eligibility or extent of eligibility of a person under the Social Security Act or any other Federal or State Law.

K. Termination of Active Relocation Assistance

The Torrington Development Corporation or its designee will provide assistance to residential households until permanent relocation has been successfully achieved and all relocation payments have been made. In general, the only circumstances under which the Torrington Development Corporation or its designee's relocation effort ceases are the following:

1. The tenant receives all assistance and payment to which it is entitled and has either been successfully relocated and this matter is not subject to an appeal filed pursuant to the procedures set forth in Appendix 1, or the tenant is deceased;
2. The site occupant refuses to accept one or a reasonable number of offers of three comparable dwellings meeting the relocation standards and this matter is not subject to an appeal filed pursuant to Appendix 1. (In the case of continuous refusal to admit a relocation interviewer who attempts to provide assistance, visits the site occupant at reasonably convenient times and has, whenever possible, given notice of his intention to visit the site occupant, the Torrington Development Corporation or its designee and its staff shall write, telephone or take other reasonable steps to communicate with the site occupant before terminating active assistance).

L. Eviction Policy

Site occupants will be evicted prior to the last day of the notice to vacate the premises only as a last resort. Eviction in no way affects the eligibility of residential

households for relocation payments. The relocation record will be documented to reflect the specific circumstances surrounding the eviction from Torrington Development Corporation acquired property. Eviction prior to the last day of the notice to vacate the premises shall be undertaken only for the following reasons:

1. Serious or repeated violations of the terms and conditions of the lease or occupancy agreement, following proper legal notice as required by State or local law.
2. The eviction is allowed by State or local Law and cannot be avoided by the Torrington Development Corporation or its designee.
3. In the event of an eviction pursuant to Items 1 or 2, above, and temporary relocation, if the Tenant has school aged children, the Torrington Development Corporation shall notify the Board of Education to arrange for transportation to and from school.

M. Relocation Records and Reports

The Torrington Development Corporation or its designee will keep up-to-date records on the relocation of all site occupants. These records shall be retained for inspection and audit for a period of three (3) years following completion of the project or program or the completion of the making of relocation payments, whichever is later. These records shall be considered confidential documents, which may only be viewed or obtained by the site occupant, City personnel, State Funding Unit or designated community groups or entities. All others must file a request pursuant to the Freedom of Information Act set forth in Sections 1-19, 1-19a and 1-20 of the General Statutes of Connecticut.

Relocation Tenant File

The Torrington Development Corporation or its designee will develop and also maintain a relocation record, beginning with the information secured during the first interview to assess the needs of the displaced occupant. The record shall contain all data relating to relocation of the displaced occupant, including the nature and dates of services that were provided, the type and amount of relocation payments made and the location to which those displaced are relocated, including a description and/or inspection certificate for the accommodation. These records shall be considered confidential documents, which may only be viewed or obtained by the site occupant, City personnel, State Funding Unit or designated community groups or entities. All others must file a request pursuant to the Freedom of Information Act set forth in Sections 1-19, 1-19a and 1-20 of the General Statutes of Connecticut.

SECTION VI. ANTICIPATED RESIDENTIAL RELOCATION EXPENSES

The anticipated total expense to relocate the 6 households in the proposed project area is estimated at \$100,000. This figure includes payments for, replacement housing payments, rental assistance for tenants/households, if required, dislocation payment and moving expense payment for each household. Funding for the relocation program is to coincide with the phasing of the acquisition of properties.

It is important to note in some cases the Torrington Development Corporation or its designee may also be required to pay the dislocation payment plus the actual moving costs and no rental assistance payment would be required. If replacement housing is subsidized and/or operated by a non-profit housing corporation, there is a possibility the tenant relocation would not involve an increase in monthly rental costs.

APPENDIX 1
TORRINGTON DEVELOPMENT CORPORATION
RELOCATION ASSISTANCE PROGRAM

Grievance Procedures

If the Torrington Development Corporation (TDC) or designee finds that you are ineligible to receive relocation payments, or if the office approves a smaller payment than you wanted, or if you have any other relocation issues, you may request a full written explanation from the Torrington Development Corporation. This explanation will be provided to you within 15 days. If you are still unhappy with Torrington Development Corporation or designee's decision, you may make an oral presentation to the Torrington Development Corporation, in the company of an advisor if you so desire. The opportunity for an oral presentation shall be provided within 15 days of your request.

You may also file a written request for review. In your written request for review, you may include any statement of fact or other material which you feel has a bearing on your appeal. If more time is needed to gather and prepare additional material for review, you may be granted 30 days from the date of your request in order to prepare your information. If you need assistance in preparing your material, the Torrington Development Corporation will help you and will also tell you about other available sources of assistance.

A request for a review by the Torrington Development Corporation must be made not later than six (6) months after the Torrington Development Corporation or designee's initial decision or 30 days prior to the closeout of the project, whichever is earlier.

After you have submitted the new information in support of your request for review, the Torrington Development Corporation, in consultation with its attorney will reach a decision within 30 days. If the Torrington Development Corporation disapproves your review application, you are entitled to a review by the Connecticut Department of Economic and Community Development (DECD). You may obtain a DECD review by sending a written request to the DECD Commissioner, 505 Hudson Street, Hartford, CT 06106 within 30 days after you receive the review findings from the Torrington Development Corporation.

In any review of your application for relocation payments by the Torrington Development Corporation or DECD, you have the right to be represented by a lawyer or other counsel, and you may appeal any formal decision by DECD to the courts.

If you have any questions concerning these procedures, please do not hesitate to contact the Torrington Development Corporation, 40 Main Street, Torrington, CT 06790 or telephone (860) 482-6077.

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