



DEPARTMENT OF COMMUNITY SERVICES
 PLANNING DIVISION
 TOWN OF WEST HARTFORD
 50 SOUTH MAIN STREET
 WEST HARTFORD, CT 06107-2431
 TEL: (860) 561-7555 FAX: (860) 561-7504
www.westhartford.org

PERMIT APPLICATION FOR: (check one of the following)

- Lot Split Special Use Permit Site Plan
 Lot Line Revisions Subdivision Building Line

File # 1287 Application Fee \$900 Surcharge Fee \$60 Date Received 1.15.16

Street Address 1678 Asylum Avenue

Lot or Parcel # 0181 2 1678 0001 Acreage/Lot Area 88.48 Zone R-10

Applicant's Interest in Property: Owner

Brief Description of Proposed Activity: Construction of a 1 story addition to an existing classroom / office building on the USJ campus

The undersigned warrants the truth of all statements contained herein and in all supporting documents to the best of his/her knowledge and belief. Furthermore, the applicant agrees that submission of this document constitutes permission and consent to Commission and Staff inspections of the site. *Note: Notice is hereby given the Connecticut Department of Public Health must be notified by applicants for any project located within a public water supply aquifer protection area or watershed area. (CTDPH website at <http://www.dph.state.ct.us>)*

University of Saint Joseph
 Record Owner's Name
1678 Asylum Avenue
 Street
West Hartford CT 06117
 City State Zip
860.232.4571
 Telephone #

University of Saint Joseph
 Applicant's Name
1678 Asylum Avenue
 Street
West Hartford CT 06117
 City State Zip
860.232.4571
 Telephone #

Contact Person:
Robert Swain
 Name
242 Trumbull Street
 Street
Hartford CT 06103
 City State Zip
860.549.4725 rswain@amentaemma.com
 Telephone # E-Mail

Robert Swain
 Applicant's Signature
Robert Swain
 Signature of Owner/Authorized Agent



HARTFORD

242 Trumbull Street
Hartford, CT 06103
860 549 4725

STAMFORD

One Landmark Square
Stamford, CT 06901
203 348 0767

CAMBRIDGE

32 Warren Street
Cambridge, MA 02141
617 492 3662

AMENTA | EMMA

ARCHITECTS



Design. Precisely.

March 3, 2016

Mr. Todd Dumais
Town Planner
Town of West Hartford
Department of Community Services: Planning & Zoning Division
50 South Main Street
West Hartford, CT 06107

Re: 1678 Asylum Avenue, University of Saint Joseph Special Use Permit Application for an Addition to Lourdes Hall

Dear Mr. Dumais,

The University of Saint Joseph is launching a graduate Physician Assistant Program with a scheduled student start date of January 2017. The University proposes to create the required space to support this academic initiative by the renovation of 6,330 sf of space on the first floor of Lourdes Hall and the construction of a one-story 4,760 sf addition to the east side of Lourdes Hall. Existing office and classroom space on the first floor of Lourdes will be renovated to create updated and accessible instructional, office and support spaces. The new addition will house a new classroom and a new Physician Assistant Lab. Lourdes Hall is located on the campus quadrangle. Entry to the new program space will be through both the existing Lourdes Hall entrance facing the quadrangle along with a proposed new building entrance on the east side with pedestrian connections back to existing walkways. The natural lawn area and landscape of the existing site around Lourdes Hall will be maintained.

Please accept this letter and the following documents as an update to the University's application for a special use permit on this project, previously submitted on January 15, 2016.

1. Twelve reduced size (11 x 17) plan sets dated March 3, 2016 titled "University of Saint Joseph – Renovations and Addition to Lourdes Hall – Special Use Permit.
2. Twelve copies of all documentation related to the University's Community Outreach.
3. One flash drive with a digital copy of all information listed above.

In response to Town Planning and Zoning Commission comments, dated February 25, 2016, we offer the following information (numbers correspond to list of comments):

1. See Cover Sheet with updated title and location map.
2. See L0.00 for Zoning Compliance / Summary Table.
3. Sheet G2.01 has been removed from the set.
4. See sheets C3.01, C3.02, C4.01, and C4.02 for information related to Soil Erosion and Sediment Control compliance.
5. See L2.00 and L3.00 for information related to proposed landscape planting.
6. Based on discussions with the project's construction manager and the scale of the project, only 15-25 construction related vehicles are anticipated during construction. As such, these spaces can be accommodated on campus and within Lot J. From the parking assessment, this lot had over 70 available spaces during the peak time period.
7. No response required.

Todd Dumais, Town Planner
University of Saint Joseph, Lourdes Hall
March 3, 2016
Page 2

8. See attached documentation related to community outreach, including a letter from the University, map and list of adjacent property owners, invitation to outreach meeting, and minutes from the meeting.

Sincerely,



Robert E. Swain, AIA, LEED AP
Principal

cc: Shawn Harrington, V.P. Finance and Administration

DEPARTMENT OF
COMMUNITY SERVICES

March 4, 2016

Robert Swain
Amenta Emma Architects
242 Trumbull Street
Hartford, CT 06103

**Subject: 1678 Asylum Avenue – University of Saint Joseph
Special Use Permit Application #1287 – Lourdes Hall Expansion
Final Staff Comments**

Dear Mr. Swain:

The Planning Division received the above-referenced revised plans and narrative response to previous staff comments. Based on a review of the revised information, staff notes that all planning and zoning aspects of the application have been satisfactory addressed.

If you have any questions please contact me at 860.561.7556.

Best Regards,



Todd Dumais
Town Planner

C: Mark McGovern, Director of Community Services
Subject File

File:u\tpz\SUP\supcomments\AsylumAvenue1678_SUP1287_UofSaintJoseph_LourdesHall_Final



TOWN OF WEST HARTFORD
50 SOUTH MAIN STREET
WEST HARTFORD, CONNECTICUT 06107-2485
(860) 561-7555 FAX: (860) 561-7504
<http://www.westhartford.org>
An Equal Opportunity/Affirmative Action Employer

March 2, 2016



Mr. Todd Dumais

Town Planner

Town of West Hartford

50 South Main Street, Room 214

West Hartford, CT 06107

Dear Mr. Dumais:

I am writing to describe the efforts undertaken by the University of Saint Joseph to keep our immediate neighbors informed of our plans to undertake two new projects on our main campus.

On February 12, 2016 we received a list of addresses for neighbors within 300 feet of the main campus. We sent a letter and a map showing each of the projects parameters to those neighbors (see Attachment A) to inform them of our plans and to invite them to an informational meeting on February 18, 2016. I also provided my contact information so that they could contact me directly with any questions. Additionally, we were in direct contact with Mr. William Fiocchetta, President and CEO of the Mercy Community regarding our plans for the two new projects on our main campus.

On February 18, 2016, we held the meeting for neighbors from 7:00 – 8:00 p.m., but none of our neighbors attended. The minutes are Attachment B. We have not received any written requests or other requests from neighbors based on our communications.

Additionally, signs noting the pending zoning hearing have been posted on our property.

Should you need any additional information about our efforts, please feel free to contact me at 860-231-5220 or via email at sharrington@usj.edu.

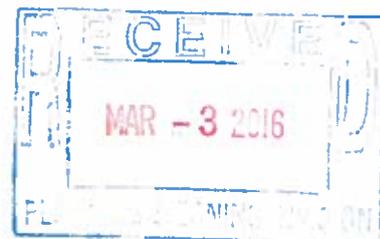
Thank you for your consideration.

Sincerely,

Shawn M. Harrington

Senior Vice President for Finance and Strategy

February 12, 2016



Dear Neighbor:

The University of Saint Joseph has plans to undertake two new projects on our campus. The first is a renovation of Lourdes Hall, one of the buildings in the center of our campus, to house our new Physician Assistant program. We are very excited about the potential for this new program, which will build from USJ's strengths in educating healthcare providers. The plan for Lourdes Hall provides for renovation of approximately 6330 sq ft space on the first floor of the building and construction of a one-story 4,760 sf addition to the east side of the building. Existing office and classroom space will be renovated to create updated and accessible instructional, office and support spaces. The new addition will house a new classroom and a new Physician Assistant Lab.

The second project is the installation of a temporary practice field for our athletic programs (including soccer, lacrosse, and field hockey teams). The temporary field will provide USJ athletic teams with an alternate practice site and serve as an alternate location during maintenance and upgrades to the existing athletic field bordered by the track on the main campus. The temporary (unlighted) field will be situated on the land in the northern portion of our campus, bordered by Albany Avenue and adjacent to Saint Mary Home. A black chain link fence along three sides (north, south, and east) of the field is proposed, as well as sufficiently-high athletic netting along the Albany Avenue side to trap errant balls. Please see the attached campus layout for proposed building sites.

We hope to commence the work on both projects in late spring/early summer 2016. The Physician Assistant program is beginning the accreditation process that will allow it to welcome its first class in January 2017, and our student-athletes are looking forward to having a practice field available for play in fall 2016. The University has applied to the Town Plan and Zoning Commission for approvals to proceed. Public hearings on our proposal are scheduled for March 7, 2016.

As we begin our work with the Town of West Hartford, we want to keep our neighbors informed of our plans. For this reason, I am inviting you to an informal meeting on Thursday, February 18, from 7:00 to 8:00 p.m. in the Crystal Room in Mercy Hall on the USJ West Hartford campus at 1678 Asylum Avenue, to share with you the design for the renovations and the practice field, and to answer any questions you may have. We hope that you will be able to join us.

If you are unable to attend this meeting but would like more information about our plans, please contact my office. You may contact me by phone at 860 231-5220 or by email at sharrington@usj.edu.

The University of Saint Joseph is looking forward to continuing the strong relationship that we have enjoyed with the West Hartford community throughout our history, and to being able to provide new educational and athletic opportunities for our students. Thank you for your continued interest in, and support of, the University of Saint Joseph.

Sincerely,

Shawn M Harrington
Senior Vice President for Finance and Strategy



UNIVERSITY OF SAINT JOSEPH

CONNECTICUT

NEIGHBORHOOD MEETING ON CONSTRUCTION PLANS

Minutes

February 18, 2016



In attendance

University of Saint Joseph: William Carone, Grounds Manager; Rhona C. Free, President; Shawn Harrington Senior Vice President for Finance and Strategy.
Amenta/Emma: Robert Swain, Principal.

Meeting summary:

- a) An informational meeting was scheduled for neighbors who had questions about the proposed renovation and construction projects at the University of Saint Joseph.

The meeting was scheduled to begin at 7:00 p.m.

The meeting room had on display (via PowerPoint slide) a written description of the proposed temporary practice field along Albany Avenue, including information about the fencing and netting that would be installed while the field is in use. There also were renderings of a renovation project proposed for Lourdes Hall, which includes a one-story addition on the east side of the building to accommodate the University's new Physician Assistant program.

University staff and the architect were prepared to discuss the project, answer questions, and address any concerns from residents in the neighborhood.

Neighbors who are considered "direct abutters" by the Town of West Hartford had been invited via an informational letter (see attached).

No neighbors attended the meeting.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Ruth Foxman
Recording Secretary

Direct Abutters - University of St. Joseph



Property Information

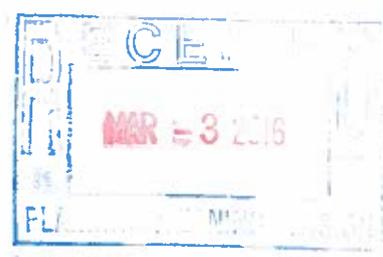
Property ID: 0181 2 1678 0001
 Location: 1678 ASYLUM AVENUE
 Owner: UNIVERSITY OF SAINT JOSEPH



**MAP FOR REFERENCE ONLY
 NOT A LEGAL DOCUMENT**

Town of West Hartford, CT makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated 5/22/2015
 Properties updated Daily



MIELNICZUK MARY ANN
or Current Property Owner
1729 ASYLUM AVENUE
WEST HARTFORD, CT 06107

CHRISTENSEN BURTON H + MARY B
or Current Property Owner
30 WILTSHIRE LANE
WEST HARTFORD, CT 06117

PRETASHI PJETER + FLORA
or Current Property Owner
1713 ASYLUM AVENUE
W HARTFORD, CT 06117

DELEO DONALD
or Current Property Owner
2185 ALBANY AVENUE
WEST HARTFORD, CT 06117

LEU TUAN M + TUYET A HOANG
or Current Property Owner
15 LAWLER ROAD
WEST HARTFORD, CT 06117

ST MARYS HOME INCORPORATED
or Current Property Owner
2021 ALBANY AVENUE
W HARTFORD, CT 06117

MCGURK ERIN K
or Current Property Owner
1741 ASYLUM AVENUE
WEST HARTFORD, CT 06117

EUDY, RENA
or Current Property Owner
C/ O CHADWICK B WHITE 36 LANCASTER
ROAD #3
WEST HARTFORD, CT 06119

GELB, SALLY
or Current Property Owner
3 SEQUIN ROAD
WEST HARTFORD, CT 06117

GOMBY GARY A + JUDY L
or Current Property Owner
3 LAWLER ROAD
WEST HARTFORD, CT 06117

WHALEN SYLVIA S
or Current Property Owner
1715 ASYLUM AVENUE
WEST HARTFORD, CT 06117

GOLBFARB JOSHUA + ERIN
or Current Property Owner
3 PILGRIM ROAD
W HARTFORD, CT 06117

WOODS CORBIN TAYLOE BEALE PIERSON +
STEP
or Current Property Owner
31 LAWLER RD
W HARTFORD, CT 06117

BIANCALANI ARTHUR U + STEPHANIE
or Current Property Owner
C/ O KAREN BURNS ADM 26 BIRDIE LANE
EAST HARTFORD, CT 06108

HANSEN SUSAN FORBES
or Current Property Owner
36 WILTSHIRE LANE
WEST HARTFORD, CT 06106

SKALA DANIEL W
or Current Property Owner
40 WILTSHIRE LANE
W HARTFORD, CT 06117

KIANG LI- DU + YUN
or Current Property Owner
29 LAWLER ROAD
W HARTFORD, CT 06117

JACOBS ROBYN
or Current Property Owner
2 NORWOOD ROAD
WEST HARTFORD, CT 06117

UNIVERSITY OF SAINT JOSEPH
or Current Property Owner
ADMINISTRATIVE OFFICE 1687 ASYLUM
AVENUE
WEST HARTFORD, CT 06117

OTTANI STACY A
or Current Property Owner
1733 ASYLUM AVENUE
W HARTFORD, CT 06117

CHANG ERIC + ELISE Z
or Current Property Owner
11 BUCKINGHAM LANE
WEST HARTFORD, CT 06117

KURSMAN ANDREW S + DEBORAH L
or Current Property Owner
3 NORWOOD ROAD
WEST HARTFORD, CT 06117

BRENEMAN RYAN C
or Current Property Owner
26 WILTSHIRE LANE
WEST HARTFORD, CT 06117

MCAULEY CENTER INCORPORATED
or Current Property Owner
249 STEELE ROAD
WEST HARTFORD, CT 06107

SETTLE JOHN C + ANNA N
or Current Property Owner
17 LAWLER ROAD
WEST HARTFORD, CT 06117

DAVIDSON ELLINOR W
or Current Property Owner
28 WILTSHIRE LANE
WEST HARTFORD, CT 06117

RADOMSKI DAVID H + JANET S
or Current Property Owner
260 PENN DRIVE
WEST HARTFORD, CT 06119

PAREKH AKUR P + NEHA D + PATEL DILIP M
or Current Property Owner
15 BUCKINGHAM LANE
WEST HARTFORD, CT 06117

STEELE ROAD LLC
or Current Property Owner
C/ O THE METRO REALY GROUP LTD 6
EXECUTIVE DRIVE STE 100
FARMINGTON, CT 06032

WILLEN SARAH S + WOGENSTEIN SEBASTI
or Current Property Owner
4 PILGRIM ROAD
WEST HARTFORD, CT 06117

MAR 03 2016

TU CHAM K + VAN T HOANG
or Current Property Owner
11 LAWLER ROAD
WEST HARTFORD, CT 06117

OKEEFE JAMES P + EDWARD C FAITELLA
or Current Property Owner
264 GRISWOLD DRIVE
WEST HARTFORD, CT 06107

SAINT JOSEPH COLLEGE
or Current Property Owner
1678 ASYLUM AVENUE
WEST HARTFORD, CT 06117

BEAUDRY DENISE H
or Current Property Owner
1719 ASYLUM AVE
WEST HARTFORD, CT 06117

SALERNO EDWARD + MARY
or Current Property Owner
1699 ASYLUM AVENUE
WEST HARTFORD, CT 06117

IPACS KATHLEEN
or Current Property Owner
1677 ASYLUM AVENUE
WEST HARTFORD, CT 06119

HEGARTY JOHN M + MARITZA VELASQUEZ
or Current Property Owner
23 LAWLER ROAD
WEST HARTFORD, CT 06117

GREEN MARGARET E
or Current Property Owner
10 WILTSHIRE LANE
WEST HARTFORD, CT 06117

FAZIO GILBERT W SR
or Current Property Owner
20 WILTSHIRE LANE
WEST HARTFORD, CT 06117

WALSH MAUREEN A
or Current Property Owner
1717 ASYLUM AVE
WEST HARTFORD, CT 06117

LACHANCE MICHAEL + TROPEA JOSEPH
or Current Property Owner
PO BOX 1182
WEST HARTFORD, CT 06117

KLUE RUTH ANNE
or Current Property Owner
1669 ASYLUM AVENUE
WEST HARTFORD, CT 06117

LINDAUER ROBERT H JR + PETTIJOHN
BARBARA ANN
or Current Property Owner
9 LAWLER ROAD
WEST HARTFORD, CT 06117

ARI IDDO BEN + NAOMI NEVO
or Current Property Owner
263 GRISWOLD DRIVE
W HARTFORD, CT 06119

LONG GEORGE
or Current Property Owner
19 LAWLER ROAD
WEST HARTFORD, CT 06117

BACHAND CAROLINE J
or Current Property Owner
1675 ASYLUM AVENUE
WEST HARTFORD, CT 06117

PRINDLE MICHAEL E + PATRICIA C
or Current Property Owner
32 WILTSHIRE LANE
WEST HARTFORD, CT 06117

HUGILL CHRISTOPHER G + DANIELLE
or Current Property Owner
22 WILTSHIRE LANE
W HARTFORD, CT 06119

SPEERS JUSTIN + ESPOSITO NICOLE
or Current Property Owner
1681 ASYLUM AVENUE
WEST HARTFORD, CT 06117

PINNIX MECKLA B
or Current Property Owner
1671 ASYLUM AVENUE
WEST HARTFORD, CT 06117

GOLDBERG RODNEY
or Current Property Owner
PO BOX 671
COLCHESTER, CT 06415

HUSBAND CHRISTOPHER J + KATHERINE R
or Current Property Owner
1701 ASYLUM AVENUE
WEST HARTFORD, CT 06117

TOWN OF WEST HARTFORD
or Current Property Owner
50 SOUTH MAIN STREET
WEST HARTFORD, CT 06117

MURRAY WILLIAM
or Current Property Owner
1693 ASYLUM AVENUE
W HARTFORD, CT 06117

MCGUINNESS RITA A
or Current Property Owner
2 MIAMIS ROAD
WEST HARTFORD, CT 06117

LIU C MINGYI LIVING TRUST LIU, MINGYI C TR
or Current Property Owner
1735 ASYLUM AVENUE
WEST HARTFORD, CT 06117

DIAMOND STANLEY + BETH
or Current Property Owner
5 LAWLER ROAD
WEST HARTFORD, CT 06117

GREATER HTFD ASSN FOR RETARDED
CITIZENS
or Current Property Owner
900 ASYLUM AVENUE
HARTFORD, CT 06105-1985

MASSE JANE M
or Current Property Owner
1703 ASYLUM AVENUE
WEST HARTFORD, CT 06117

APPLEBAUM ERIC J + BRESLIN- APPLEBAUM
TARA H \nBRESLIN- APPLEBAUM
or Current Property Owner
14 WILTSHIRE LANE
WEST HARTFORD, CT 06107

HAROVAS JOAN
or Current Property Owner
407 AUBURN ROAD
W HARTFORD, CT 06119

NOLAN THERESA
or Current Property Owner
1691 ASYLUM AVENUE
WEST HARTFORD, CT 06117

KRAWCZYK BARTLOMIEJ + JENNY
or Current Property Owner
3 BRAINARD ROAD
W HARTFORD, CT 06117

STATE OF CONNECTICUT UNIVERSITY OF
CONNECTICUT
or Current Property Owner
1800 ASYLUM AVENUE
WEST HARTFORD, CT 06117

GERSHON ABNER S + JULIE S
or Current Property Owner
19 BUCKINGHAM LANE
WEST HARTFORD, CT 06119

LIBBY HARRY S + JOAN G
or Current Property Owner
2 WILTSHIRE LANE
WEST HARTFORD, CT 06117

PEARSON MARILYN G
or Current Property Owner
2 BRAINARD ROAD
WEST HARTFORD, CT 06117

ROST, ALLEN V ROST, LUCY A
or Current Property Owner
24 WILTSHIRE LANE
WEST HARTFORD, CT 06117

TULCHINSKY CLARISSE
or Current Property Owner
28 BUCKINGHAM LANE
WEST HARTFORD, CT 06117

UNIVERSITY OF SAINT JOSEPH
or Current Property Owner
ADMINISTRATIVE OFFICE 1687 ASYLUM
AVENUE
WEST HARTFORD, CT 06117

CC: applicant,
Todd, Cathy



MEMORANDUM

TO: Todd Dumais, Town Planner

FROM: *DSM* Duane J. Martin, P.E., Town Engineer

RE: Special Use Permit Application – 1678 Asylum Avenue
University of St. Josephs

DATE: February 18, 2016

The Engineering Division reviewed the Special Use Permit Application (Parking Assessment Memorandum) dated February 4, 2016 associated with the proposed renovation and expansion of the Lourdes Hall building at 1678 Asylum Avenue and offer the following comments.

We agree with the findings of the parking assessment as the site has some available parking supply for the potential increase in parking demand due to the proposed improvements to Lourdes Hall. Furthermore, we agree with the parking strategies outlined in the assessment to increase use of available CTTransit bus services on Asylum Avenue and increase the campus parking supply particularly near the Lourdes Hall in the future.

We caution the elimination of surplus handicap accessible parking spaces. The reduction or elimination of handicap accessible parking spaces is only recommended if no other viable options exist and further observations determine the lack of need.



Brittany Bermingham

1678 Asylum Ave.
(St Joe's, Lourdes Hall)
SUP #1287

Emailed to Application
on 2-10-16
CC: Brittany

From: Todd Dumais
Sent: Wednesday, February 10, 2016 3:44 PM
To: 'Robert E Swain'
Cc: Brittany Bermingham
Subject: FW: Staff Review - SUP Applications (2 of 2)

Robert,

Please see the review comments from the Fire Marshall below. After you have had a chance to review, please give me a call to discuss.

Todd Dumais
Town Planner
Town of West Hartford
Department of Community Services: Planning & Zoning Division
50 South Main Street | West Hartford CT 06107 | t 860.561.7556 | f 860.561.7504

From: Mike Sinsigalli
Sent: Wednesday, February 10, 2016 3:03 PM
To: Brittany Bermingham <Brittany.Bermingham@WestHartfordCT.gov>; Aimee Eberly <Aimee.Eberly@WestHartfordCT.gov>; Bob Proctor <BobP@WestHartfordCT.gov>
Cc: Todd Dumais <Todd.Dumais@WestHartfordCT.gov>
Subject: RE: Staff Review - SUP Applications (2 of 2)

Brittany,

The proposed additions to Lourdes Hall, as referenced by Drawing G2.01 appears to create egress problems with the exit stair discharges from the both egress stairs in the existing building. In addition, the proposed new corridor system appears to create dead end issues with the North and South Corridors. While these issues are not usually addressed during site plan review, because they affect the egress from an existing, code compliant building, we can not recommend approval at this time.

Michael Sinsigalli
Assistant Fire Chief
West Hartford Fire Department
860-561-8308

The fire that you prevent may be the one that would have taken your life!

Please note email address change to msinsigalli@westhartfordct.gov
[Follow Us](#)

From: Brittany Bermingham
Sent: Wednesday, January 20, 2016 2:02 PM
To: Aimee Eberly; Bob Proctor; Mike Sinsigalli
Cc: Todd Dumais
Subject: Staff Review - SUP Applications (2 of 2)

Langan CT, Inc.

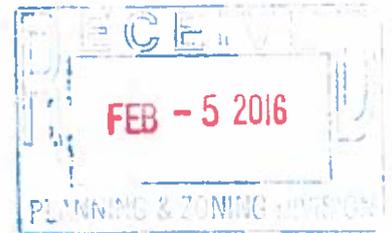
555 Long Wharf Drive New Haven, CT 06511 T: 203.562.5771 F: 203.789.6142

To: Kevin Cochran, Director of Facilities and Planning, University of St. Joseph

From: Christopher Cardany, P.E.
Christopher Van Zanten, P.E.

Date: 4 February 2016

Re: Parking Assessment
University of St. Joseph- Lourdes Hall
1678 Asylum Avenue
West Hartford, Connecticut
Langan Project No.: 140135801



Langan has prepared this parking assessment as part of the proposed improvements to Lourdes Hall to assess current parking conditions and evaluate the project's parking demand within the campus. The University of St. Joseph is located at 1678 Asylum Street in West Hartford, Connecticut. The university campus includes an approximate ± 88.5 -acre campus with 22 parking areas that include 897 spaces (see Project Location Map, Figure 1 and Campus Map for designated parking areas).

The project will include the renovation of the existing Lourdes Hall and proposed expansion which will include 4,180 square-feet of new building containing classroom and lab space. The existing portion of the building will be renovated but the existing office and classroom use will remain. The proposed addition is expected to generate an increase in enrollment by approximately 70 students and an increase in faculty by 10 staff over a two-year period.

As part of this parking study, we evaluated the available existing parking and estimated the future parking demand as related to the Lourdes Hall addition and renovation.

OBSERVATIONS

Existing Parking Utilization

The study area included 22 distinct parking areas on the University of St. Joseph campus that are currently used by staff, students and university visitors denoted as parking areas A thru V (see Overall Parking Area Map, Figure 2). Based on a previous parking study for the campus in support of the Center for Integrative Education (CIE) that was prepared in November 2013, Thursdays and Fridays represent the busier days at the university with peak parking demand occurring at approximately 12:00 p.m. This period was also discussed with university staff during the parking data collection. Parking data was collected in each of these areas on Friday, January 29, 2016 between 10:00 a.m. and 1:00 p.m. to capture the parking utilization in each of the lots during this peak period.

We observed the parking areas located closest to the buildings they serve as being the most utilized including parking areas A, C, E, F, R, and S. Parking areas J, L and M were observed to be some of the least utilized of the larger parking areas on campus.

Technical Memorandum

Parking Assessment
1678 Asylum Avenue
West Hartford, Connecticut
Langan Project No.: 140135801
4 February 2016- Page 3 of 4

Of the total 897 parking spaces, 39 parking spaces were designated handicap accessible spaces which exceeds current code requirements. Peak utilization of handicap parking spaces was observed to be between 12:00 p.m. and 1:00 p.m. when 11 spaces were occupied (See Table 2 for the breakdown of spaces). In general, use of the ADA accessible spaces was followed according to the law. If desired, the current number of accessible parking spaces on campus could be reduced to further increase the parking capacity on campus.

PROPOSED ADDITION

The proposed addition to Lourdes Hall will include approximately 4,180 square-feet of new building. The university projects an increase in enrollment of 70 students and 10 new faculty anticipated over a two-year period as a result of the addition. As part of the project, parking area P, which provides parking for the university vans and buses, will be restriped, resulting in the loss of at least one parking space. We evaluated future parking demand based on the parking requirements for similar uses listed in the Town of West Hartford zoning regulations, parking generation rates published by the Institute of Transportation Engineers (ITE), and the anticipated maximum demand for the enrollment and faculty projections.

The following describes our future parking analysis:

Parking Demand (West Hartford Zoning)

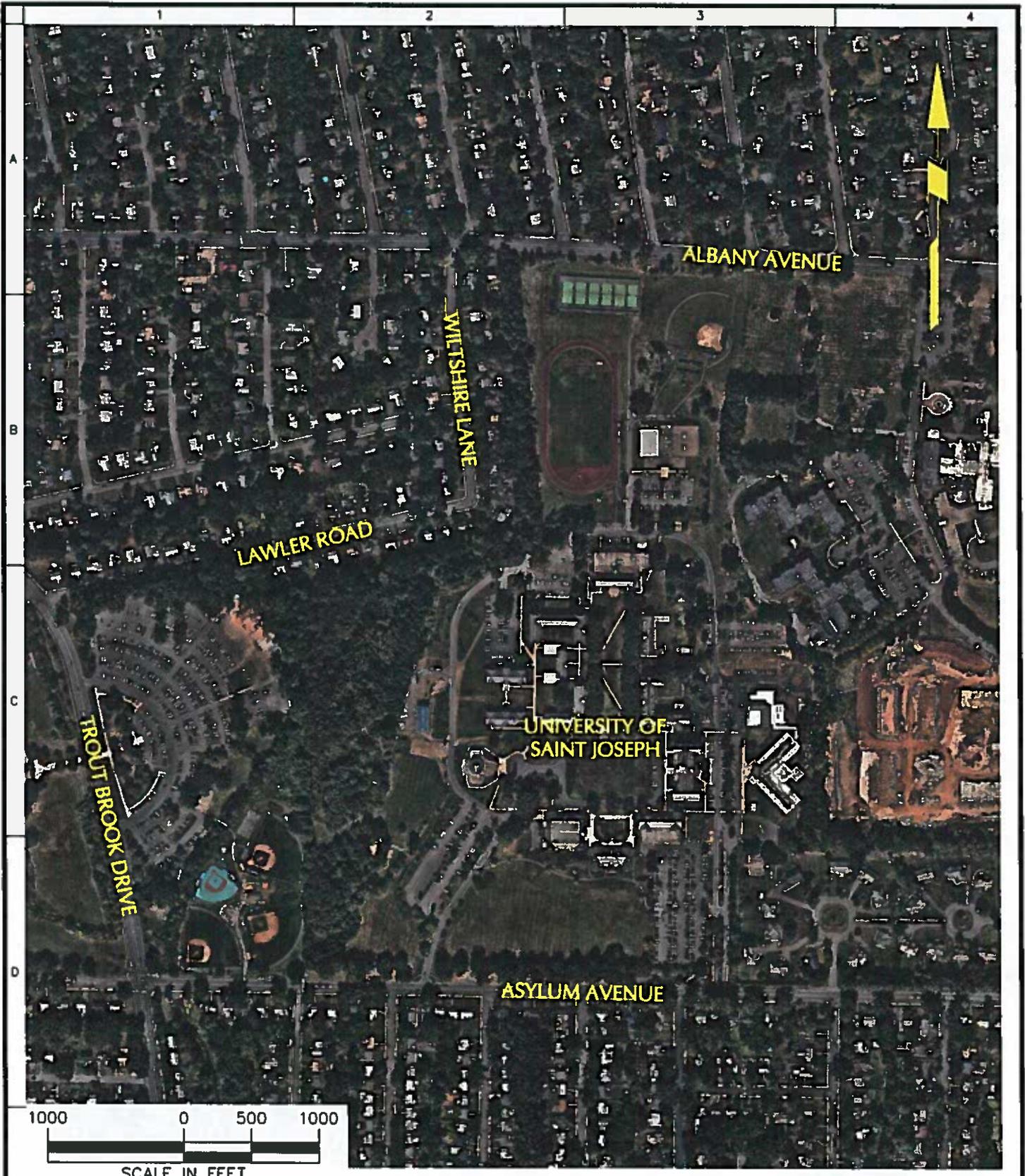
Based on a review of the Town of West Hartford Zoning Ordinance, there are no specific parking requirements listed for a university use. Based on a review of the uses provided in the ordinance, an auditorium use best characterizes the lab and classroom spaces that will be accommodated in the proposed expansion. According to the zoning ordinance, one parking space is required per 3 seats. Based on the increase in enrollment by 70 students and staff increase of 10 faculty, 27 available spaces would be required to accommodate the increased parking demand.

Parking Demand (ITE Parking Generation Rates)

Langan also estimated future parking demand using peak period parking demand rates provided in Parking Generation, 4th Edition published by the Institute of Transportation Engineers (ITE). According to Land Use Code 550 for University/College in a suburban location, the average peak parking demand is 0.33 vehicles per school population. Consistent with the parking requirements listed for auditorium in the Town of West Hartford zoning ordinance, the estimated increase in school population of 80 is expected to have a parking demand of 27 spaces.

Parking Demand (Maximum Enrollment and Staff Projections)

Should the university require parking for each new student and faculty member, the anticipated demand would be 80 spaces. Based on a full parking demand of 80 spaces, there is adequate parking capacity on campus to accommodate this additional demand. With this additional



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Landscape Architecture, D.P.C.
Langan Engineering and Environmental Services, Inc.

Langan CT, Inc.
Langan International LLC
Collectively known as Langan

Project

**UNIVERSITY OF
SAINT JOSEPH
PARKING STUDY**

1678 ASYLUM AVENUE

WEST HARTFORD

CONNECTICUT

Drawing Title

**PROJECT
LOCATION MAP**

Project No.
140135801

Date
02/01/2016

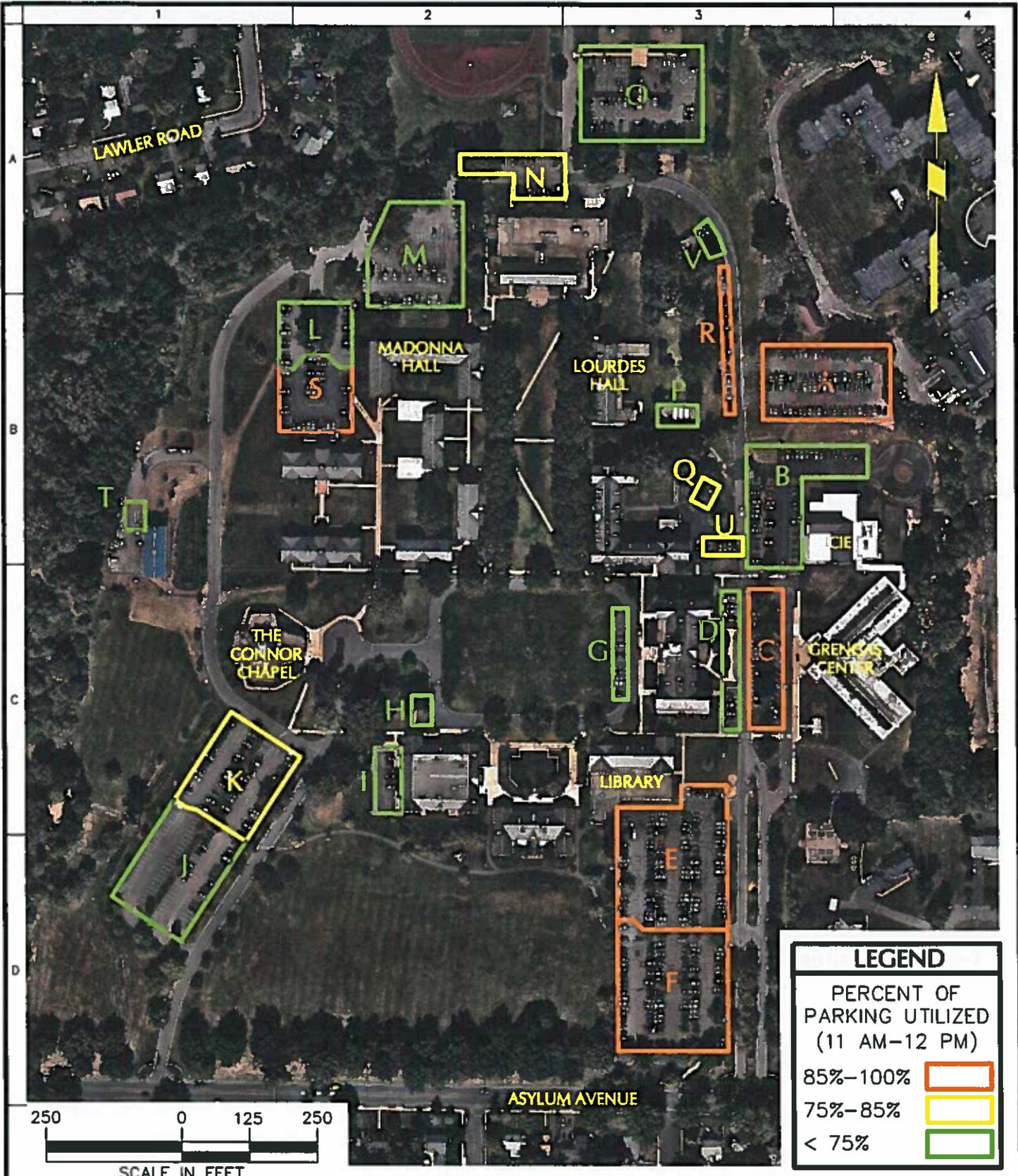
Scale
1"=1,000'

Drawn By
AMC

Checked By
CPC

Drawing No.

FIG. 1



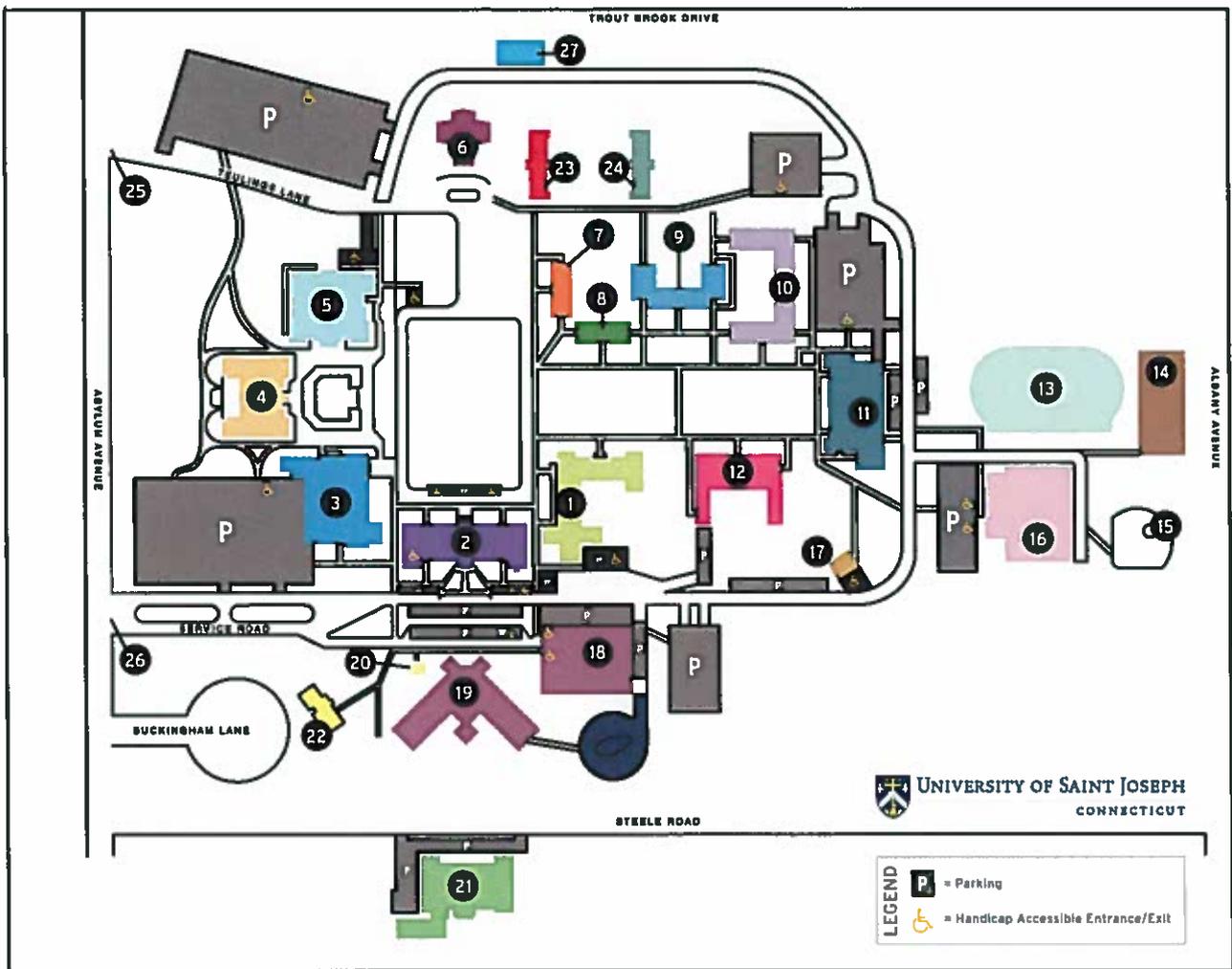
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**UNIVERSITY OF SAINT JOSEPH
 PARKING STUDY**
 1678 ASYLUM AVENUE
 WEST HARTFORD CONNECTICUT

Drawing Title
**PARKING AREA
 UTILIZATION MAP**

Project No.
140135801
 Date
02/01/2016
 Scale
1"=250'
 Drawn By
AMC
 Checked By
CPC

Drawing No.
FIG. 3



Rev. 8/2015

University of Saint Joseph Campus Map

1. MERCY HALL

Lower Level:
 Faculty Offices, Mail Room, Copy Room, Marketing and Communications

First floor:
 President, Provost, Business Office, Human Resources, Admissions, Enrollment Management, Crystal Room, Dean's Conference Room, Guardo Conference Room

Second floor:
 Institutional Advancement and Alumni Relations, Financial Aid, Social Work, Graduate Admissions

Third floor:
 School of Graduate and Professional Studies, School of Education, Institute for Autism and Behavioral Studies, Faculty Offices

2. MCDONOUGH HALL

Lower Level:
 Information Technology Network Center, the Teaching & Learning Center, Network Center Classrooms, Faculty Offices, Snack Bar

First floor:
 Laboratories, Registrar, Bursar, Academic Advisement, Career Development Center, Alumni Hall, Classrooms

Second floor:
 School of Health and Natural Sciences, Classrooms, Laboratories, Nursing Learning Center, Faculty Offices

Third floor:
 Laboratories, Classrooms, Faculty Offices, Graduate Academic Services

3. THE POPE PIUS XII LIBRARY

Second floor:
 Center for Academic Excellence

4. LYNCH HALL - THE CAROL AUTORINO CENTER

School of Humanities and Social Sciences, Classrooms, International Studies/Programs, Faculty Offices (both floors)

5. THE BRUYETTE ATHENAEUM - THE CAROL AUTORINO CENTER

First floor:
 Art Gallery, Frances Driscoll Box Office, Hoffman Auditorium, Winifred E. Coleman Lobby, Dressing Rooms, Green Room, Offices

Second floor:
 The O'Connor Archives, Reception Room, A/V Room, Music Room, Art Room, Classrooms, Faculty Offices

6. THE CONNOR CHAPEL OF OUR LADY

7. ROSARY HALL, (residence hall)

8. MCAULEY HALL, (residence hall)

9. ASSUMPTION HALL, (residence hall)

10. MADONNA HALL, (residence hall)

11. MCGOVERN HALL

First floor:
 Public Safety, University Bookstore, The Jay's Nest snack bar, McGovern Lounge, Dining Hall, Faculty Dining Room, SGA/SPEC Office, ATM

Second floor:
 Student Affairs, Residential Life, Student Involvement and Orientation, Campus Ministry, Student Activities, Community Service, Diversity Initiatives, Community Outreach, Adventure Education, Conference and Meeting Services

12. LOURDES HALL

First floor: Classrooms
Second and Third floors: Faculty Offices

13. SOCCER/LACROSSE FIELD

14. TENNIS COURTS

15. SOFTBALL FIELD

16. THE O'CONNELL ATHLETIC CENTER

Bruyette Natatorium, Fitness Center, Dance Studio, Gymnasium, Indoor Track, Locker Rooms, Athletic Department

17. HEALTH AND COUNSELING CENTER (the Little Red House)

18. CENTER FOR APPLIED RESEARCH AND EDUCATION

19. THE GENGRAS CENTER SCHOOL

20. THE GENGRAS CENTER-GREATER HARTFORD JAYCEES GREENHOUSE

21. THE SCHOOL FOR YOUNG CHILDREN 238 Steele Road

22. THE PRESIDENT'S HOUSE

23. RESIDENCE HALL SOUTH

24. RESIDENCE HALL NORTH

25. THE KATHLEEN DRISCOLL AMATANGELO '62 GATES

26. THE NICHOLAS S. AMATANGELO GATES

27. FACILITIES OFFICE

DOWNTOWN HARTFORD

UNIVERSITY OF SAINT JOSEPH

SCHOOL OF PHARMACY

229 Trumbull Street, Hartford, CT 06103

**TOWN PLAN AND ZONING
COMMISSION**

CERTIFIED MAIL

February 2, 2016

Robert Swain
Amenta Emma Architects
242 Trumbull Street
Hartford, CT 06103

SUBJECT: 1678 Asylum Avenue (University of Saint Joseph) – SUP #1287

Dear Mr. Swain:

At its regular meeting of Monday, February 1, 2016, the West Hartford Town Plan and Zoning Commission (TPZ) gave consideration to the following item:

1678 Asylum Avenue (University of Saint Joseph) – Application (SUP #1287) of the University of Saint Joseph (University of Saint Joseph/Robert Swain, Principal Architect) seeking Special Use Permit approval to construct a one-story addition to an existing classroom/office building on the USJ campus. The applicant is proposing to renovate 6,330 s.f. of the first floor of Lourdes Hall and to construct a one-story 4,760 s.f. addition to the east side of Lourdes Hall for a new classroom and lab. Lourdes Hall is located on the campus quadrangle.

The TPZ acted by **unanimous vote (5 -0)** (*Motion/Ahern; Second/O'Donnell*) (*O'Donnell seated for Freeman*) (*Donelson for Maresca*) (*Gillette seated for Seder*) to schedule this matter for public hearing on **Monday, March 7, 2016 at 7:15 P.M. in the Legislative Chamber, Room 314, West Hartford Town Hall, 50 South Main Street.**

You should plan to attend this meeting and be prepared to explain your proposal and also be ready to answer the questions of the Commission and those of the general public.

Additionally, you are hereby advised that you are required to post a sign on the subject premises giving notice of the public hearing. Signs must be posted in a visible location from the street and must be installed at least seven (7) days before the date of the public hearing. Signs and an affidavit are available at the Town Planner's Office.

If you have any questions, please feel free to contact the Planning Staff at 860.561.7555.

Sincerely,



Kevin Prestage
Chairman TPZ/IWWA

C: Ronald Van Winkle, Town Manager
Joseph O'Brien, Corporation Counsel
Essie Labrot, Town Clerk
Subject File

Mark McGovern, Director of Community Services
Duane Martin, Town Engineer
Todd Dumais, Town Planner

Sd\tpz\decisionletter\2016\AsylumAve\1678_SUP#1287_Feb6



TOWN OF WEST HARTFORD

TOWN OF WEST HARTFORD
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WEST HARTFORD, CONNECTICUT 06107-2485
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www.westhartford.org

An Equal Opportunity/Affirmative Action Employer

1.25.16 C: R. Swain
T. Dumais

Catherine Dorau

From: Bob Proctor
Sent: Monday, January 25, 2016 10:57 AM
To: Catherine Dorau
Cc: Brittany Bermingham; Todd Dumais; Aimee Eberly
Subject: 1678 Asylum Ave. - Application (SUP #1287) University of Saint Joseph - Lourdes Hall

Cathy,

The Special Use Application for an Addition to Lourdes Hall at the University of Saint Joseph (including the plan sets dated January 15 2016) have been reviewed and found to be acceptable as presented.

It is our understanding that the University proposed to renovate 6,330 sf of space on the first floor of Lourdes Hall and the construction of a one-story 4,760 sf addition to the east side of Lourdes Hall.

Please consider this to be our positive response to the application as required by the West Hartford Code of Ordinances for the proposal as submitted to date.

Bob Proctor, RS
West Hartford Bloomfield Health District



MEMORANDUM

TO: Todd Dumais, Town Planner
FROM: *DJM* Duane J. Martin, P.E., Town Engineer
RE: 1678 Asylum Avenue – University of St. Joseph
DATE: January 22, 2016

The Engineering Division reviewed the Special Use Permit for the University of St. Joseph proposed renovations and addition to Lourdes Hall and has no comments. The application is acceptable.

