

GARDEN HOMES MANAGEMENT CORPORATION

29 Knapp Street, P.O. Box 4401
Stamford, Connecticut 06907
(203) 348-2200 • Fax (203) 967-8372

www.gardenhomesmanagement.com

March 9, 2021

City of Stamford Zoning Board
c/o Ralph Blessing
888 Washington Boulevard
Stamford, CT 06901

Re: 1114 Hope Street
Special Permit and Site and Architectural Applications

Dear Mr. Blessing,

On behalf of Garden Homes Fund and 1114 Hope Street LLC, enclosed please find applications for Special Permit, Site and Architectural Plans and HPAC to facilitate 17 affordable dwelling units by converting the existing church structure to residential use, constructing a new building and retaining the existing community center building.

In support of these applications, we enclose the following:

1. Three checks totaling \$2,560 for:
 - Special Permit & Site Plan Fee: \$1,060;
 - Public Hearing Fee: \$1,000; and
 - HPAC Fee: \$500
2. Application forms:
 - Special Permit;
 - Site and Architectural; and
 - HPAC Review.
3. Project Narrative, including Project Description and Statement of Findings;
4. Existing Zoning Map;
5. Legal Property Description;
6. Zoning Data Chart;
7. Project Area Photographs;
8. Stormwater Management Report
9. Construction staging and management plan;
10. Draft Affordability Plan;

11. Sustainability Scorecard;
12. Drawing List;
13. Site Plan;
14. Sediment and Erosion Control plans;
15. Architectural Plans;
16. Landscape Plan;
17. Existing Building Location Survey; and
18. Photometric Plan.

We look forward to continuing to work with you, and the Planning and Zoning Boards on providing affordable housing to our community. Please do not hesitate to contact us if you have any additional questions.

Sincerely,



Brian A. Daley

Enclosures



APPLICATION FOR SPECIAL PERMIT

Complete, notarize, and forward **thirteen (13) hard copies and (1) electronic copy in PDF format** to Clerk of the Zoning Board with a **\$1,000.00 Public Hearing Fee** and the required application filling fee (**see Fee Schedule below**), payable to the City of Stamford.

NOTE: Cost of required advertisements are payable by the Applicant and performance of required mailing to surrounding property owners is the sole responsibility of the applicant. **LAND RECORDS RECORDING FEE:** \$60.00 for First page - \$5.00 for each additional page)

Fee Schedule

Special Permit 20,000 sq. ft. or less	\$460.00
Special Permit more than 20,000 sq. ft.	\$460.00 + \$30 per 1,000 sq. ft. or portion thereof in excess of 20,000 sq. ft.

APPLICANT NAME (S): Garden Homes Fund

APPLICANT ADDRESS: 29 Knapp Street, Stamford, CT 06907

APPLICANT PHONE #: 203-348-2200

IS APPLICANT AN OWNER OF PROPERTY IN THE CITY OF STAMFORD? Yes

LOCATION OF PROPERTY IN STAMFORD OWNED BY APPLICANT (S): 1114 Hope Street

ADDRESS OF SUBJECT PROPERTY: 1114 Hope Street

PRESENT ZONING DISTRICT: RM-1

TITLE OF SITE PLANS & ARCHITECTURAL PLANS: _____

Please see attached Drawing List

REQUESTED SPECIAL PERMIT: (Attach written statement describing request)

Please see attached Project Narrative

LOCATION: (Give boundaries of land affected, distance from nearest intersecting streets, lot depths and Town Clerk's Block Number)

Please see attached General Property Description

NAME AND ADDRESS OF OWNERS OF ALL PROPERTY INVOLVED IN REQUEST:

<u>NAME & ADDRESS</u>	<u>LOCATION</u>
Garden Homes Fund	29 Knapp Street, Stamford, CT 06907

DOES ANY PORTION OF THE PREMISES AFFECTED BY THIS APPLICATION LIE WITHIN 500 FEET OF THE BORDER LINE WITH GREENWICH, DARIEN OR NEW CANAAN? No (If yes, notification must be sent to Town Clerk of neighboring community by registered mail within 7 days of receipt of application – PA 87-307).



DATED AT STAMFORD, CONNECTICUT, THIS 8th DAY OF March 2021

SIGNED: Brian A. Daley

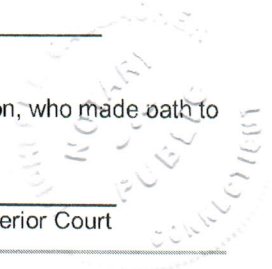
NOTE: Application cannot be scheduled for Public Hearing until 35 days have elapsed from the date of referral to the Stamford Planning Board. If applicant wishes to withdraw application, please notify the Zoning Board at least three (3) days prior to Public Hearing so that the Board may have sufficient time to publicize the withdrawal.

STATE OF CONNECTICUT
 COUNTY OF FAIRFIELD ss STAMFORD 8th Day of March 2021

Personally appeared Brian A. Daley, signer of the foregoing application, who made oath to the truth of the contents thereof, before me.

MICHELLE GALLAGHER
 Notary Public, State of Connecticut
 My Commission Expires October 31, 2024

Michelle Gallagher
 Notary Public - Commissioner of the Superior Court



FOR OFFICE USE ONLY

APPL. #: _____ Received in the office of the Zoning Board: Date: _____

By: _____



APPLICATION FOR APPROVAL OF SITE & ARCHITECTURAL PLANS AND / OR REQUESTED USES

Complete, notarize, and forward **thirteen (13) hard copies and one (1) electronic copy in PDF format** to Clerk of the Zoning Board with a **\$1,000.00 Public Hearing Fee** and the required application filling fee (see **Fee Schedule below**), payable to the City of Stamford.

NOTE: Cost of required Public Hearing advertisements are payable by the Applicant and performance of required mailing to surrounding property owners is the sole responsibility of the applicant. **LAND RECORDS RECORDING FEE:** \$60.00 for First page - \$5.00 for each additional page)

Fee Schedule –WITHOUT GDP

Site Plans 20,000 sq. ft. or less of building area application fee –without GDP	\$460.00
Site Plans more than 20,000 sq. ft. of building area-application Fee –without GDP	\$460.00 + \$30 per 1,000 sq. ft. or portion thereof in excess of 20,000 sq. ft.

Fee Schedule –WITH GDP

Site Plans 20,000 sq. ft. or less of building area application fee –with GDP.	\$260.00
Site Plans more than 20,000 sq. ft. of building area-application Fee –with GDP.	\$260.00 + \$10 per 1,000 sq. ft. or portion thereof in excess of 20,000 sq. ft.

APPLICANT NAME (S): Garden Homes Fund

APPLICANT ADDRESS: 29 Knapp Street, Stamford, CT 06907

APPLICANT PHONE #: 203-348-2200

IS APPLICANT AN OWNER OF PROPERTY IN THE CITY OF STAMFORD? Yes

LOCATION OF PROPERTY IN STAMFORD OWNED BY APPLICANT (S): 1114 Hope Street

ADDRESS OF SUBJECT PROPERTY: 1114 Hope Street

PRESENT ZONING DISTRICT: RM-1

TITLE OF SITE PLANS & ARCHITECTURAL PLANS: _____

Please see attached Drawing List

REQUESTED USE: _____

Please see attached Project Narrative

LOCATION: (Give boundaries of land affected, distance from nearest intersecting streets, lot depths and Town Clerk's Block Number)

Please see attached General Property Description

NAME AND ADDRESS OF OWNERS OF ALL PROPERTY INVOLVED IN REQUEST:

NAME & ADDRESS LOCATION



DATED AT STAMFORD, CONNECTICUT, THIS 8th DAY OF March 2021

SIGNED: Brian A. Daley

NOTE: The application cannot be scheduled for public hearing until 35 days have elapsed from the date of referral to the Stamford Planning Board. If applicant wishes to withdraw the application, this must be done in writing, and be received by the Zoning Board at least three (3) working days prior to public hearing in order to provide sufficient time to publicize the withdrawal. Applications withdrawn less than three (3) days prior to a schedule hearing date will not be rescheduled within 90 days.

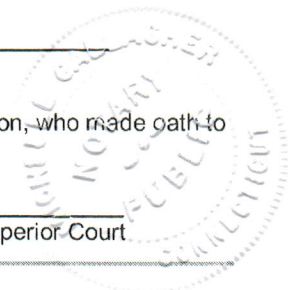
STATE OF CONNECTICUT
 ss STAMFORD 8th Day of March 2021
 COUNTY OF FAIRFIELD

Personally appeared Brian A. Daley, signer of the foregoing application, who made oath to the truth of the contents thereof, before me

MICHELLE GALLAGHER
 Notary Public, State of Connecticut
 My Commission Expires October 31, 2024

Michelle Gallagher

Notary Public - Commissioner of the Superior Court



FOR OFFICE USE ONLY

APPL. #: _____ Received in the office of the Zoning Board: Date: _____

By: _____



APPLICATION FOR APPROVAL OF ADDITIONS TO THE STAMFORD CULTURAL RESOURCES INVENTORY (CRI)

Complete, notarize, and forward **nine (9) hard copies and one (1) electronic copy in PDF format** to Clerk of the Zoning Board.

NOTE: For Applicants requesting bonuses pursuant to Section 7.3.C shall be required to pay a \$500 per property for enlistment on the Cultural Resources Inventory pursuant to Sec. 29-6.2.of the Stamford Code. No fee required if no bonuses are sought at the time of application for enlistment on the Cultural Resources Inventory. **LAND RECORDS RECORDING FEE:** \$60.00 for First page - \$5.00 for each additional page)

- THIS APPLICATION IS FOR LISTING OF PROPERTIES ON THE CRI ONLY (No bonuses sought).
- THIS APPLICATION IS FOR LISTING OF PROPERTIES ON THE CRI IN CONJUNCTION WITH BONUSES SOUGHT UNDER SECTION 7.3.C (Please attach letter supporting the listing written by a Qualified Historic Preservation Expert.)

APPLICANT NAME (S): Garden Homes Fund

APPLICANT ADDRESS: 29 Knapp Street, Stamford, CT 06907

APPLICANT PHONE #: 203-348-2200 APPLICANT EMAIL: info@ghmco.com

ADDRESS OF SUBJECT PROPERTY(S): 1114 Hope Street

PRESENT ZONING DISTRICT: RM-1

PRESENT HISTORIC DESIGNATION: NATIONAL N/A STATE N/A LOCAL N/A

REQUESTED HISTORIC DESIGNATION ON CRI: SITE X STRUCTURE _____ DISTRICT _____

YEAR OF CONSTRUCTION OF SITE/BUILDING(S): 1906 - house, 1954- church, 1970 - community building

CURRENT USE OF SITE/BUILDING Community building currently used as a daycare

LOCATION: (Attach legal description of property obtained from the Tax Assessor's office including block and lot information)

STATEMENT OF SIGNIFICANCE & APPLICABLE CULTURAL RESOURCES INVENTORY CRITERIA

(Mark "x" in one or more boxes for the criteria qualifying the property for Cultural Resources Inventory listing.)

- A. PROPERTY IS ASSOCIATED WITH EVENTS THAT HAVE MADE A SIGNIFICANT CONTRIBUTION TO THE BROAD PATTERNS OF STAMFORD'S HISTORY.
- B. PROPERTY IS ASSOCIATED WITH THE LIVES OF PERSONS SIGNIFICANT IN STAMFORD'S PAST.
- C. PROPERTY EMBODIES THE DISTINCTIVE CHARACTERISTICS OF A TYPE, PERIOD, OR METHOD OF CONSTRUCTION OR REPRESENTS THE WORK OF A MASTER, OR POSSESSES HIGH ARTISTIC VALUES, OR REPRESENTS A SIGNIFICANT AND DISTINGUISHABLE ENTITY WHOSE COMPONENTS LACK INDIVIDUAL DISTINCTION.
- D. PROPERTY HAS YIELDED, OR IS LIKELY TO YIELD, INFORMATION IMPORTANT IN PREHISTORY OR HISTORY.

NARRATIVE STATEMENT OF SIGNIFICANCE (Please include/attach a Statement with at least one paragraph for each area of significance. Attach additional sheets, if necessary)

The existing Church building is meant to evoke the long history of ecclesiastical architecture and meant as an example of the New England



ATTACH THE FOLLOWING IN SUPPORT OF THE CRI DESIGNATION:

1. Site survey
2. Site and building photographs along with a key map and description/title of photographs
3. National/State/Local historic register documentation if applicable
4. Other documents supporting architectural/cultural significance such as journal articles or news/book references if applicable.
5. Letter from Qualified Historic Preservation Expert (For CRI listing in conjunction with Section 7.3.C bonuses).

NAME AND ADDRESS OF OWNERS OF ALL PROPERTIES INVOLVED IN REQUEST:

NAME & ADDRESS OF OWNER

ADDRESS OF PROPERTIES IN CRI REQUEST

Garden Homes Fund

29 Knapp Street, Stamford, CT 06907

DATED AT STAMFORD, CONNECTICUT, THIS 8th DAY OF March 2021

SIGNED: Brian A. Daley

NOTE: If applicant wishes to withdraw the application, this must be done in writing, and be received by the Land Use Bureau at least three (3) working days prior to public hearing in order to provide sufficient time to publicize the withdrawal. Applications withdrawn less than three (3) days prior to a scheduled hearing date will not be rescheduled within 90 days.

STATE OF CONNECTICUT
 COUNTY OF FAIRFIELD ss STAMFORD 8th Day of March 2021

Personally appeared Brian A. Daley, signer of the foregoing application, who made oath to the truth of the contents thereof, before me.

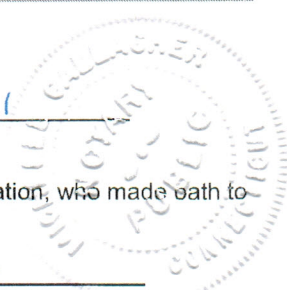
MICHELLE GALLAGHER

Notary Public, State of Connecticut

My Commission Expires October 31, 2024

Michelle Gallagher

Notary Public - Commissioner of the Superior Court



FOR OFFICE USE ONLY

APPL. #: CRI _____ Received in the office of the Zoning Board: Date: _____

Referred to Historic Preservation Advisory Commission Date: _____

By: _____

- Fee collected for CRI listing in conjunction with Section 7.3.C bonuses
- No Fee required for CRI listing only

1114 Hope Street

by Nils Kerschus

Description

The property at 1114 Hope Street, located in the Springdale section of Stamford, CT, includes three structures, all of which are associated with the Methodist Church of Springdale, CT. The principal structure is the church building itself, constructed in 1954 to replace the original church, built in 1875. The church is constructed of concrete blocks and displays a T-shaped footprint, essentially consisting of a long, side-gabled nave running parallel to Hope Street, a three-story tower projecting easterly from the nave's southernmost bay, and a corresponding, cross-gabled ell projecting from the southern end of the ~~of~~ rear (west) elevation. Each side of the nave is lit by four pairs of nine-over-nine windows, each pair divided by a brick mullion. The basement story beneath the nave is similarly lit by the same number of slightly larger, twelve-over-twelve windows, fully exposed at the west (rear) elevation but obscured at the facade by a retaining wall rising several feet to the east. The northern end of the nave is lit at the gable by a four-part window, the vertical and horizontal members forming a cross. The southern end is bisected by an off-side brick chimney.

The three-story tower includes the main entrance, consisting of double front doors and transoms, all framed by a fluted architrave. The third story is fenestrated with a tall vented window at each of its four sides, and surmounted with a low-pitched hipped roof covered with seamed tin plates and crowned with a narrow metal spire rising from an octagonal base.

To the south is a two-story, flat-roofed, concrete-block structure built in 1970, although its cornerstone says 1969, located at the basement-level recess at the north end of the facade. The exterior is fenestrated at the south elevation by three tall narrow windows at the upper, main story which overhangs the lower, basement story, the overhang being supported by masonry piers. The basement story is lit by a continuous row of large windows. The building's north elevation is fenestrated only by full-length row of clerestory windows at the top of the upper story, while the rear (west) elevation is lit only by several windows at the extreme left end, located above the recessed, basement-level entrance.

To the north of the church is the original parsonage, built in 1906. It is a 2½-story, side-gabled dwelling currently covered with vinyl siding and fenestrated with one-over-one windows. The facade features a two-story, two-bay, gabled ell projecting from the left (south) half while the right half shows a shed-roofed porch projecting from the main body of the house, beyond the projecting ell, and supported by three turned posts. Sheltered by the porch is the main entrance, to the left, showing the original, paneled sash door, and a small window to the right, probably lighting the main staircase. The second story of the house's core is lit by one window. The projecting ell's gable is distinguished by prominent, hipped cornice returns, which are also found at the principal gables, at the north and south elevations. The north elevation features a mid-level stair window while the south elevation's first story is lit by a polygonal bay window to the left (west). The two-bay rear (west) elevation shows an enclosed, shed-roofed porch to the far left, the right half of which retains a turned post

at the southwest corner. Because of the change in grade, this elevation shows more of the house's fieldstone foundation. To the northwest is a gabled garage covered with drop siding and showing exposed rafter ends.

Significance

The church, built in 1954, reflects both traditional and "modern" attitudes as one would expect at this particular point in time. The tower or steeple is the main element that proclaims the religious identity of the structure, while the cross-shaped members of the northern window represent a more abstract reference to the building's function. The fenestration of the nave, in contrast, is entirely utilitarian, with no pretense suggesting the building's function. The steeple is therefore the only specific element of interest to the streetscape.

The building to the south has absolutely no architectural relationship to the church and no clue to its function. It can, ~~be~~ however, be assigned a stylistic identity as an example, albeit in a minor sense, of the Brutalist style, relatively common in 1970 and utilized primarily for non-residential buildings, primarily for its relative lack of windows, here existing only at the north elevation's full-length row of clerestory windows, and the south elevation's large basement-level windows, and the narrow, vertical, main-level windows. Because of this placement of windows, the building is of very little interest to the streetscape.

The original parsonage, located to the north of the church, was incorrectly listed in the city's assessment records as being built in 1880. It should be noted that any dates given for a building constructed before 1920 are highly unreliable. In this case, there are multiple sources that

back up the 1906 date: the absence of the building on the 1890 Miller Robbins Map, no mention of any building's in the 1905 deed (Book 110-Page 440), and the specific mention of the building's construction in the book, Springdale Remembered. The building's appearance also suggests exactly what one would expect in 1906. Architecturally it can be described as an early 20th-century vernacular dwelling with Queen Anne and Colonial Revival elements. The Queen Anne elements are the front porch's turned posts, rarely seen after 1910, and the polygonal bay window of its south elevation. The main Colonial Revival traits are the gables' prominent hipped cornice returns, a common local treatment that is never seen before 1900. As in many houses of this period, however, its overall integrity is significantly diminished by the vinyl siding covering its original surface of clapboards or wood shingles. On the other hand, its front porch is a noteworthy survival of a stylistic element which is often removed or enclosed in comparable examples. The result is a minor example of a late, vernacular Queen Anne dwelling, its front porch giving it a limited measure of importance to the streetscape. In summation, none of these three structures approach any degree of architectural significance and only the church and the original parsonage provide any streetscape interest, the former because of its steeple and the latter primarily for the pedestrian, due to its smaller scale.

Bibliography

Burns, Rosemary H. Springdale Remembered - The History of a Section of Stamford, Connecticut, 1640-1949. Stamford CT: The Stamford Historical Society, 1982, P. 118.

McAlester, Virginia Savage. A Field Guide to American Houses, second edition. New York: Alfred A. Knopf, 2013.

Robbins, Miller, Jr. & Breou, Forsey, C.E. Road and Property Map Showing the Towns of Stamford and Greenwich, Connecticut. New York: Miller Robbins, Jr. & Co., 1890.

Stamford, Town of. Assessment Records. 1114 Hope Street, 2020.

Stamford, Town of. Land Records Book 52 - Pages 652 and 653,
Book 110 - Pages 439-441.

**Project Narrative
1114 Hope Street
Special Permit, Site & Architectural Plans and HPAC Review**

1. Introduction/Background

1114 Hope Street LLC, an affiliate of Garden Homes Fund (“GHF”), a non-profit private foundation granted 501(c)(3) status in 1981, is the owner of the property at 1114 Hope Street previously owned by The First United Methodist Church. The Applicant is proposing to construct a deeply affordable housing rental project at this location. The 6,200 sq. ft. church building, which has not been in use since 2015, would be preserved by conversion to use as six residential apartment units; the 2,800 sq. ft. house would be demolished; the 6,500 community building would be retained and the existing use of the first floor as a daycare would also be retained; finally, a new residential building containing eleven units would be constructed on the site of the existing parking lot. All seventeen units would be deed restricted and subject to a recorded affordability plan, reserving 100% of the units for occupancy by residents qualifying as extremely low income or very low income, between 30-45% of the Area Median Income. The site is approximately 0.96 acres located on Hope and Mulberry Street within Master Plan Category 3 (Residential – Low Density Multifamily) and the RM-1 (Multiple Family Low Density Design) zone.

The project was reviewed in concept by the Planning Board and Zoning Board as part of ZB approval 219-21 from which Garden Homes Fund was awarded \$1.4MM in Fee-in-Lieu funds to help make the project viable. The proposal was favorably received by the Boards as it served several important needs for the City of Stamford, including (a) affordable housing in Springdale, (b) affordable “family sized” units and (c) preservation of the church structure. The current proposal remains consistent with previously submitted concepts, though there has been an increase of proposed units from 14 to 17.

To facilitate the preservation and affordable housing development, GHF has submitted applications for Special Permit, Site & Architectural Plans and Requested Uses and HPAC.

2. Surrounding Area

The surrounding area consists of a mix of Master Plan Categories including 3 (Residential – Low Density Multifamily), 6 (Commercial -Neighborhood Business), 2 (Residential-Low Density Single-Family) and 13 (Industrial-General). The neighboring zoning districts are also a mix including residential (RM-1, R-10 and R-7 1/2), Light Industrial (M-L) and Village Commercial District (V-C).

Properties along this section of Hope Street are used for a variety of purposes including, public library, elementary school, various commercial uses, multifamily housing and other residential uses.

3. **Project Area/Development Site**

The site is approximately 42,000SF on Hope Street and Mulberry Street (straddling the bank on the corner of Hope and Mulberry), Block Number 002-6712. It is currently improved with three structures, all of which were associated with the Methodist Church of Springdale.

The principal structure is the 6,200 sq. ft. two-story church building itself, constructed in 1954 and not in use since 2015. To the south of the church building is a 6,500 sq. ft. two-story flat roofed community building which was built in 1970. The first floor has been occupied for 15 years by a private day care facility. The second floor is a vacant auditorium space used by local community and religious groups. To the north of the church building is the original parsonage, a vacant single-family home constructed in 1906, which is currently vacant.

4. **Proposed Development**

The Garden Homes Fund is proposing to construct an affordable housing rental project in Springdale at 1114 Hope Street, the site of the former Springdale United Methodist Church, now vacant. The project will be owned by a wholly-owned subsidiary of the Fund, a non-profit 501(c)(3) private foundation.

The project will simultaneously achieve multiple goals. It will provide deeply affordable housing by reserving 100% of units for occupancy by residents qualifying as extremely low or very low income. It will provide deeply affordable housing for families with children, identified as the vast majority of those with housing needs by the wait list data provided by Charter Oak during the fee-in-lieu award process, by providing only 2BR and 3BR units. It will retain the community building enabling the day care facility to continue operations and preserving space for continued use by community and religious groups. Finally, the project is located in an area of Stamford that has a lower percentage of housing for low income persons than the areas of Stamford that contain most of the housing for such persons.

It is estimated that completion of the site purchase, zoning approvals and construction drawings will take until mid-2021, and then another 18 months to bid the project and complete construction.

a. Number and Type of Units, and Number of Units for Low Income Residents

The Fund intends to construct 17 multifamily units in two buildings: A conversion of the existing church (6 units) and a new residential building in a portion of the existing parking lot (11 units). The community building will remain and the house will be demolished. The church will be preserved by conversion to apartments.

The unit and tenant mix by income are proposed as follows:

Unit Type	Maximum tenant income	No. units	HUD Income category
2BR	30% AMI	2	Extremely low income
	35% AMI	2	Very low income
	40% AMI	2	Very low income
	45% AMI	1	Very low income
3BR	30% AMI	2	Extremely low income
	35% AMI	2	Very low income
	40% AMI	2	Very low income
	45% AMI	1	Very low income

b. Project Budget and Funding Sources

The project budget is:

Land	\$1,800,000	
Construction	\$2,200,000	13,000 sq. ft. X \$170 per sq. ft.
Soft costs	\$ 200,000	Design drawings, permit fees, taxes, etc.
Total	\$4,200,000	

The project will be paid for with two sources of funds:

- \$2,800,000 from the Garden Homes Fund
- \$1,400,000 awarded by the City of Stamford in city affordable housing funds

In January 2020, pursuant to a competitive funding process, the project was awarded \$1,400,000 in fee-in-lieu funds by the zoning board. *See* Resolution adopted by the Zoning Board of the City of Stamford on January 7, 2020 for Special Exception Application 219-21. In awarding the funding, the zoning board conditioned it to be used to:

- (a) purchase the former United Methodist Church site located at 1114 Hope Street and construct a minimum of 14 units in multi-family building(s)
- (b) permanently deed restrict 14 units for occupancy by families earning between 30-45% of AMI
- (c) preserve the historic church and community building located on the property in perpetuity.

Further zoning analysis and design work done after the funding award enabled an increase from 14 to 17 units. The additional three units are subject the same income limitations as the other units, as noted above.

5. Special Exception for Historic Buildings

GHF has submitted an application for a Special Exception for Historic Buildings under the revised standards for Historic Preservation in Section 7.3 and requires the following special standards:

Parking - Section 7.3-C(2)(a)

The site is proposed to have two uses sharing the common parking lot in the rear: residential dwelling units in two buildings and the Baby Cottage in the third building, a day care use approved by Special Exception in 1998 for a maximum of 40 children. The day care has a maximum of 10 employees and requires 14 spaces under Section 12-D(20). Based on discussions with the operators of the daycare facility, it is understood that the employees typically use 4-5 spaces, as the majority utilize mass transit and/or carpool. Therefore, it is anticipated that the daycare facility will use far fewer spaces than Section 12-D(20) provides. The residential use is proposed for 17 units and, under the proposed Special Exception, will require 0.33 space per five deeply affordably units under Section 12-D(1)d and 1 per other affordable units (six of which are just over the definition of deeply affordable) under Section 7.3-C(2)(a). The site is proposed for 27 spaces.

Bonus Development Standards – Section 7.3-C(4)

The project uses three bonus development standards to the RM-1 zoning in all ways except two, both of which fall within both existing and proposed bonus development standards as follows:

	Proposed	RM-1	Section 7.3
Rear Yard	20.4'	30' min.	15' min.
Height	3 stories 36'	2 ½ stories max. 30' max.	3 ½ stories max. 45' max.
Density	17 units	14 units	25% bonus = 17.5 units

The project is otherwise conforming to the RM-1 area and bulk standards.

6. Conclusions

The proposed redevelopment embodies many of the goals of both the RM-1 Zoning District and the underlying Master Plan category and follows through on the Applicant's commitment to provide deeply affordable housing opportunities in Springdale. The development will be an asset to the neighborhood and the overall Stamford community.

7. Statement of Findings

I. The above referenced specific Special Permit requests are integral to the development project as a whole. Thus, for purposes of demonstrating compliance with the standards and conditions below, the entire development proposal is considered. The Applicant submits that all applicable criteria contained in Stamford Zoning Regulations are met for the following specific reasons:

- a. *Special Permits shall be granted by the reviewing board only upon a finding that the proposed use or structure or the proposed extension or alteration of an existing use or structure is in accord with the public convenience and welfare after taking into account, where appropriate:*
 - 1) *the location and nature of the proposed site including its size and configuration, the proposed size, scale and arrangement of structures, drives and parking areas and the proximity of existing dwellings and other structures.*

The location, size, configuration of the proposed redevelopment is generally consistent with both the neighborhood and previously existing structures on the site. The proposed building maintains a street front presence in line with the historic building being preserved. Converting the property to residential use and reducing the existing curb cuts will improve the neighborhood.

- 2) *the nature and intensity of the proposed use in relation to its site and the surrounding area. Operations in connection with special permit uses shall not be injurious to the neighborhood, shall be in harmony with the general purpose and intent of these Regulations and shall not be more objectionable to nearby properties by reason of noise, fumes, vibration, artificial lighting or other potential disturbances to the health, safety or peaceful enjoyment of property than the public necessity demands.*

Converting the property to residential use will improve conditions in and around the neighborhood and serves the stated goals and intended purpose of the applicable Regulations, including historic preservation. There are no anticipated objectionable impacts or potential disturbances to nearby properties. The site is already zoned for residential use and maintains the historic presence of the church and large front setback along Hope Street.

- 3) *the resulting traffic patterns, the adequacy of existing streets to accommodate the traffic associated with the proposed use, the adequacy of proposed off-street parking and loading, and the extent to which proposed driveways may cause a safety hazard, or traffic nuisance.*

Traffic can be safely and adequately accommodated on the surrounding streets, and the residential use will not adversely impact any peak traffic demand. The proposal uses the same two curb cuts in use for many years – a principal one on Mulberry Street and a secondary one on Hope Street.

- 4) *the nature of the surrounding area and the extent to which the proposed use or feature might impair its present and future development.*

The surrounding area will benefit from the preservation of the historic structure as well as the affordable family rental opportunities, which are scarce in Springdale.

- 5) *the Master Plan of the City of Stamford and all statements of the purpose and intent of these regulations.*

The site lies within Master Plan Category 3 (Residential – Low Density Multifamily) and meets the goals of the category, as previously stated herein. The plan also furthers many other policy goals of both the City in general and the Springdale neighborhood specifically. Some of those policy goals include:

- **3C.3:** Maintain the affordable housing stock to ensure that people who work in Stamford can afford to live in Stamford.
- **5E.1:** Promote neighborhood revitalization.
- **6A:** Maintain residential neighborhood character.
- **6A.1:** Balance new development with preservation of existing residential communities.
- **6B:** Preserve existing and create new affordable housing.
- **6B.3:** Encourage rehabilitation and sound management of small multifamily buildings.
- **6B5:** Enhance inclusionary zoning incentives.
- **6C.2:** Promote development of a variety of housing types.
- **6D:** Preserve Historic Buildings and Districts
- **6D.3:** Provide tax and zoning incentives for historic preservation and adaptive reuse

II. *Pursuant to Section 19.3.2 of the Zoning Regulations, the Zoning Board must find that the proposed use or structure or the proposed extension or alteration of an existing use or structure is in accord with the public convenience and welfare.*

The applicant is responding to the need for deeply affordable housing for families, building it in a residentially-zoned location, adjacent to other residential uses, and at a density consistent with the surrounding neighborhood. Therefore, the proposed project and the associated Special Permit requests, which are inextricably intertwined, are in accord with the public convenience and welfare.

Section 7.3 Special Permit for Historic Buildings

1. No Special Permit shall be granted nor site plan approved pursuant to this Section until the Zoning Board has made a special finding that:

- a. *Said use and site plan is compatible with and implements the objectives and policies of Stamford's Master Plan;*

The site lies within Master Plan Category 3 (Residential – Low Density Multifamily) and meets the goals of the category, as previously stated herein. The plan also furthers many other policy goals of both the City in general and the Springdale neighborhood specifically.

- b. That said uses and site plan are preferred to a plan conforming to the standard dimensional requirements and use standards of the underlying zone and will not impair the future development of the surrounding area;*

The surrounding area will benefit from the preservation of the historic structure as well as the affordable family rental opportunities, which are scarce in the neighborhood, City and surrounding towns. There are no impairments to future development as a result of the proposal.

- c. That the proposed use(s) and site plan for development serve to preserve significant historic Structure(s) and that the loss of said Structure(s) would be detrimental to the neighborhood or district.*

The surrounding area will benefit from the preservation of the historic structure as well as the affordable family rental opportunities, which are scarce in the neighborhood, City and surrounding towns.

LEGAL DESCRIPTION

ALL that certain piece, parcel or tract of land, situated in the City of Stamford, County of Fairfield and State of Connecticut, said premises being shown and designated as Parcel "A" on a certain map entitled, "Map Showing Subdivision of Property of The United Methodist Church of Springdale, Conn, Stamford, Connecticut," certified "Substantially Correct" by Richard E. Frattaroli for Edward J. Frattaroli and Co.-Surveyors, Stamford, Conn. Jan. 27, 1982, which map is on file in the Stamford Town Clerk's office as Map No. 10873 and to which reference is hereby made for a more particular description of said premises.

Together with a Sanitary Sewer Easement as set forth in Easement from The Stamford Savings bank to The United Methodist Church Of Springdale, Connecticut dated April 6, 1983 and recorded August 15, 1983 in Volume 2275 at Page 92 of the Stamford Land Records.

Zoning Data Chart

Project Name - 1114 Hope Street

Application number -

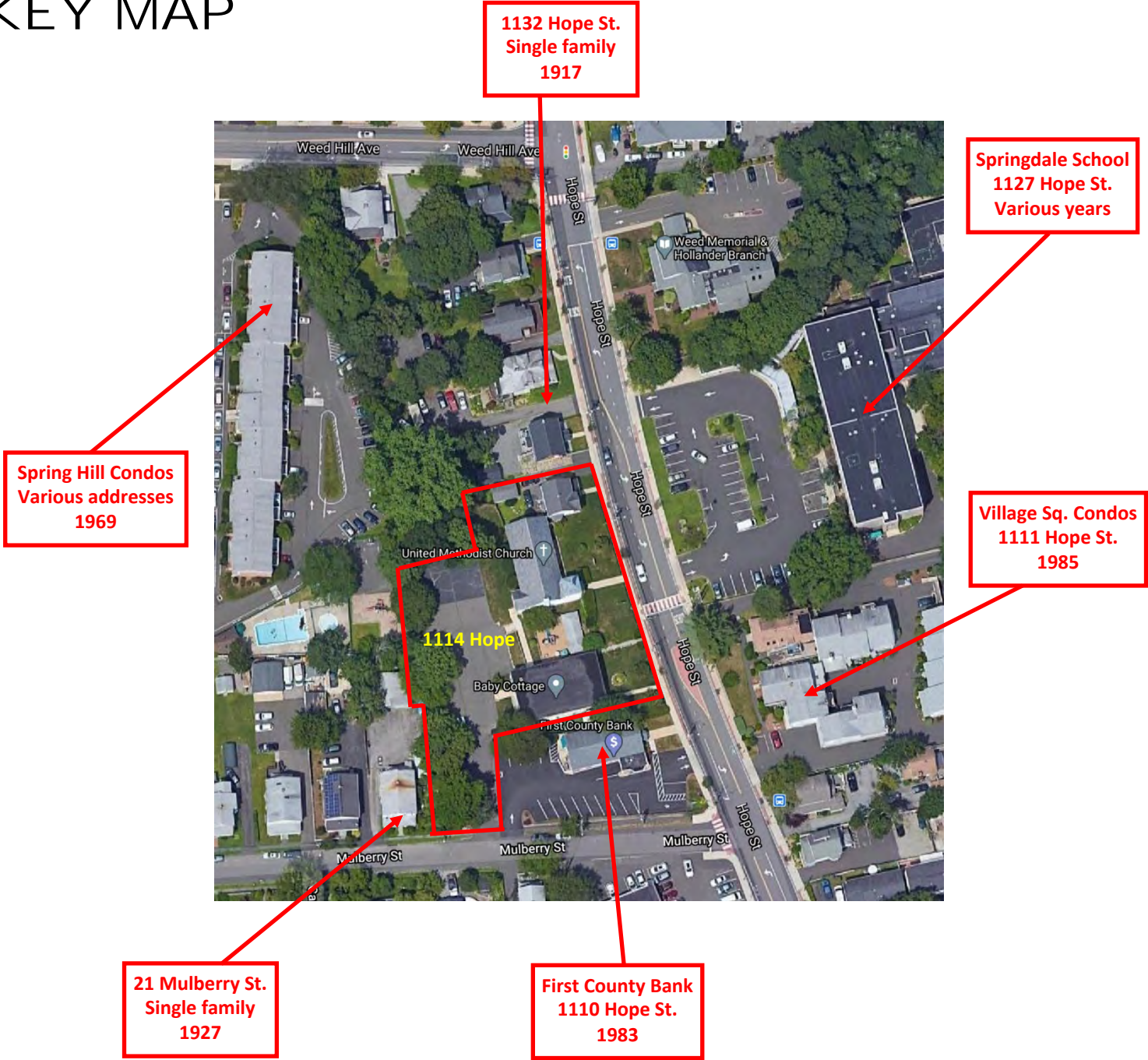
Address - 1114 Hope Street

Zoning District(s) - RM-1

Zoning Section		Required/ Permitted	Existing Conditions	Proposed	Notes (Indicate compliance or Zoning Section for Special Permit if applicable)
9.L.5	Lot Size	Min. 5000 sf	42,055 sf	No change	Complies
	Gross Floor Area				
	Zoning Floor Area				
	Residential		1,737 sf	17,344 sf	N/A - RM-1 has no floor area limits
	Commercial		3,285 sf	3,285 sf	
	Community Facility		9,208 sf	3,200 sf	
	Industrial				
	Total		14,230 sf	23,829 sf	
	F.A.R.				N/A in RM-1
	Residential				
	Commercial				
	Community Facility				
	Industrial				
	Total		14,250 sf	23,829 sf	
	Number of units	17	0	17	Complies
	Below Market Rate Units (# and %)	1.7 & 10%	0	17 & 100%	
	Number of seats/ beds / employees if applicable		40 children / 10 staff	No change	
9.L.8	Density(Units/Acre)	17.6/acre	0 units	17.6/acre	Complies - Base density plus bonus units under 7.3-C-4.a.2 & 9.L.8
9.L.5	Street Frontage	50 ft.	515 ft.	No change	Complies
9.L.5	Building Coverage (Area and %)	25%	21%	23.7%	Complies
	Lot coverage (Area and %)				
9.L.5	Building Height (Feet)	30 ft.	30 ft.	36 ft.	Complies - 7.3-C-4.c
	Number of floors	2 1/2	2	3	Complies - 7.3-C-4.c
	Active ground floor (sq.ft. and %) if				
	Yards				
9.L.5	Front yard (Streetline)	25	20.1	39.3	Complies
	Front yard (St centerline)				
9.L.5	Rear yard	30	15	20.4	Complies - 7.3-C-a.2
9.L.5	Side yard	10	14.4 to North 10 to South	10.9 to North 10 to South	Complies

	Parking				
12-D	Residential parking	.33 / Deeply Affordable DU; 1/Affordable DU	0	13.67	12-D(1)d & 7.3-C-2.a
12-D	Commercial parking	14		14	12-D(20)
	Community Facility parking	N/A		spaces	
	Industrial parking	N/A			
	Public open space parking	N/A			
	Bike parking	N/A	0	4-bike rack	
	# of levels of parking garage (if applicable)	N/A			
	Square footage of parking area	N/A	13,791 sf	9,460 sf	
	Parking setback	N/A	4'	2'	
	Open space (Area and %)				
	Active (If separate)		1,379 sf	1,379 sf	
	Passive (If separate)			17,407 sf	
	Street Trees				
	Existing		3		
	Proposed		3		
	Total				
	Signage				
	Wall signs (# and size)		0	0	
	Ground Signs (# and size)		1	1	Apartment sign
	Blade signs (# and size)		0	0	
	Fence height				

KEY MAP



SPRINGDALE METHODIST CHURCH

1114 HOPE ST.

Annex - 1970



Church - 1954



Parsonage - 1909



SPRINGDALE SCHOOL

1127 HOPE STREET



VILLAGE SQUARE CONDOS

1111 HOPE STREET



FIRST COUNTY BANK

1110 HOPE STREET



21 MULBERRY STREET



SPRING HILL CONDOMINIUMS (VIEWED FROM CHURCH PARKING LOT)



1132 HOPE STREET
(PARSONAGE IS TO THE LEFT)





Trinkaus Engineering, LLC

114 Hunters Ridge Road
Southbury, Connecticut 06488
203-264-4558 (ph. & fax)
E-mail: strinkaus@earthlink.net
Website: <http://www.trinkausengineering.com>

August 19, 2020

Stormwater Management Report – 1116 Hope Street – Stamford, Connecticut

Existing Site Conditions:

There is a single-family residence with a driveway and detached garage located in the northern portion of the site. There is also a church, which is no longer used as a church, and daycare facility on the site. A large, paved parking area is located along the entire western property line.

Proposed Conditions:

The single-family residence, driveway and garage will be removed. A portion of the western parking area will also be eliminated. A new apartment building will be constructed in the northwest corner of the site and the existing church building will be converted to residential apartments.

The western parking area will be restriped, and a small new parking area will be constructed in the northeast corner of the site off Hope Street. New walkways will be constructed to provide walking access between the existing and proposed buildings.

Overall, the impervious cover on the site will be reduced from 23,194 square feet to 21,3070 square feet, which is a reduction of 1,894 square feet. As there is a reduction in the impervious area on the site, this project is exempt from the requirements found in the recently adopted City of Stamford Drainage Manual.

Stormwater Management System:

A simple stormwater management system consisting of either standard catch basins or yard drains will be used to collect runoff from the new parking area and regraded areas and convey it to the easternmost of two 30” RCPs which are located along the western property line.

The hydrologic analyses were performed using HydroCAD software and the TR-55 Methodology to confirm the capacity of the proposed stormwater management system. The NOAA 14 data for the twenty-five-year storm event was used.

Yard Drain #1

Summary for Subcatchment 4S: YD#1

Runoff = 0.12 cfs @ 12.09 hrs, Volume= 0.009 af, Depth> 4.50"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span=0.00-24.00 hrs, dt=0.05 hrs
Type III 24-hr 25-year Rainfall=6.67"

Area (sf)	CN	Adj	Description
800	79		50-75% Grass cover, Fair, HSGC
200	98		Unconnected pavement, HSGC
1,000	83	81	Weighted Average, U Adjusted
800			80.00% Pervious Area
200			20.00% Impervious Area
200			100.00% Unconnected

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Yard Drain #3

Summary for Subcatchment 1S: YD#3

Runoff = 0.13 cfs @ 12.09 hrs, Volume= 0.010 af, Depth> 4.28"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span=0.00-24.00 hrs, dt=0.05 hrs
Type III 24-hr 25-year Rainfall=6.67"

Area (sf)	CN	Description
1,196	79	50-75% Grass cover, Fair, HSGC
1,196		100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
2.5	52	0.1500	0.34		Sheet Flow, Grass: Short n=0.150 P2=3.33"
3.5					Direct Entry,
6.0	52	Total			

Yard Drain #4

Summary for Subcatchment 2S: YD#4

Runoff = 0.20 cfs @ 12.09 hrs, Volume= 0.015 af, Depth> 4.28"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span=0.00-24.00 hrs, dt=0.05 hrs
Type III 24-hr 25-year Rainfall=6.67"

Area (sf)	CN	Description
1,798	79	50-75% Grass cover, Fair, HSGC
1,798		100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
2.4	49	0.1600	0.35		Sheet Flow, Grass: Short n=0.150 P2= 3.33"
3.6					Direct Entry,
6.0	49	Total			

Catch Basin #A

Summary for Subcatchment 3S: CB#A

Runoff = 0.27 cfs @ 12.09 hrs, Volume= 0.023 af, Depth> 6.43"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span=0.00-24.00 hrs, dt=0.05 hrs
Type III 24-hr 25-year Rainfall=6.67"

Area (sf)	CN	Description
1,831	98	Roofs, HSGC
1,831		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Water Surface Elevation in Each Structure

Yard Drain #1

Rim = 83.50'

WS = 81.20'

Yard Drain #2

Rim = 84.20'

WS = 80.22'

Yard Drain #3

Rim = 93.37'

WS = 92.19'

Yard Drain #4

Rim = 92.74'

WS = 91.84'

Catch Basin "A"

Rim = 98.00'

WS = 94.24'

Yard Drain #5

Rim = 94.00'

WS = 91.84'

Manhole "B"

Rim = 88.00'

WS = 80.36'

Conclusion:

The proposed on-site stormwater management will easily convey the runoff generated by the twenty-year rainfall event to the existing 30" RCP.

Respectfully Submitted,
Trinkaus Engineering, LLC



Steven D. Trinkaus, PE

Construction Management Plan – 1114 Hope Street

A. Noise control

1. Noise generating construction activities will take place within the hours of construction allowed by local ordinance.
2. Execute construction work by methods and by use of equipment that will reduce noise and which will provide minimum interference with neighborhood activities.
3. Do not allow radio and electronic entertainment equipment to be operated at volume that makes ordinary conversation difficult at ten (10) feet from such equipment.
4. Do not run equipment, including idling of vehicles outside of the specified hours of work.

B. Hours of operation

1. Construction and deliveries shall be restricted to Monday through Saturday between the hours of 7:00 am and 5:00 pm.
2. Deliveries to the site shall be made from Mulberry Street.

C. Construction Access

1. Access to the site shall be from Mulberry Street.
2. Fencing shall be installed around the perimeter of the site.

D. Materials staging - Materials shall be staged on site.

E. Construction worker parking – To be provided the Springdale Shopping Center and, as necessary, at 1032 Hope Street.

F. Trash and debris removal plan

1. Construction debris shall be collected in on-site dumpsters and hauled away on a regular basis to keep the site clean for the duration of the project.
2. Hope Street, Mulberry Street and the project frontage shall be swept clean at the end of each day to keep Hope Street, Mulberry Street and the sidewalk free of dust and sediment.
3. Excavated material shall be removed and disposed of in an appropriate off-site area in order to allow room for on-site construction staging.
4. Chutes shall be provided as necessary to confine debris to dumpsters. No material shall be thrown from open floors, windows or roof of the building.

G. Dust Control

1. Maintain the construction site, stockpiles, access, detour, and haul roads, staging and parking area used for the Work, free of dust which would cause a hazard or a nuisance to those at the site or adjacent sites.
2. Wet down dry materials and rubbish to lay dust and prevent blowing dust.
3. Clean interior spaces prior to the start of finish painting and continue cleaning on an as-needed basis until painting is finished.

**AFFORDABILITY PLAN
FOR AFFORDABLE RENTAL HOUSING
AT
1114 HOPE STREET
STAMFORD, CONNECTICUT**

**SUBMISSION TO THE CITY OF STAMFORD
ZONING BOARD**

PREPARED BY:

Garden Homes Management Corp.
29 Knapp St.
Stamford, Connecticut 06907
PHONE: (203) 348-2200

AFFORDABILITY PLAN FOR RENTAL UNITS 1114 HOPE STREET

INTRODUCTION

Garden Homes Management Corp. and its affiliated private foundation, the Garden Homes Fund (collectively, “Garden Homes”), jointly submit this Affordability Plan (the "Plan") to the City of Stamford Zoning Board for permanent designation and management of affordable housing units, also known as below-market rate (“BMR”) units, at 1114 Hope Street, Stamford, Connecticut 06907 (“1114 Hope”). 1114 Hope is a seventeen (17) unit rental housing development and all units are designated as affordable as provided in this Plan.

This Plan is intended to establish compliance with the Stamford Zoning Board Certificate issued with regard to 1114 Hope on [insert date] and compliance with the award of \$1,400,000 in fee-in-lieu funds by the Stamford Zoning Board to 1114 Hope on January 7, 2020 which provides in pertinent part:

Prior to issuance of the Certificate of Occupancy for its development, each Beneficiary shall permanently deed restrict all units on the Stamford Land Records.

Prior to issuance of Certificate of Occupancy for its development, each Beneficiary shall complete and record an Affordability Plan compliant with the requirements of Section 7.4 of the Stamford Zoning Regulations on the Land Records and subject to approval of Zoning Board Staff. Zoning Board Staff may allow amendment of the applicable Affordability Plan where multiple sources of housing funding require different regulations (e.g., AMI levels, periods of rent restriction) are utilized.

SCHEDULES

- A. Designation of 1114 Hope units
- B. Definitions and Elements of Annual Family Income
- C. Documentation of Income
- D. Admissions, Wait List, Application Preferences

1. Rental units Designated As Below-Market-Rate units.

As and to the extent set forth on Schedule A hereto, all units in 1114 Hope are hereby designated as “Below Market Rate Dwelling units”, within the meaning of Article III, Section 7.4.C.1 of the Stamford Zoning Regulations (the “BMR Unit Regulations”).

2. **Affordability Period.**

Pursuant to the BMR Unit Regulations, the 1114 Hope units shall remain subject to the rental restrictions contained herein for so long as the development exists, provided that Garden Homes may propose reasonable modification of those restrictions, which proposal shall go into effect only upon written approval of those modifications by Zoning Board Staff.

3. **Entity Responsible For Administration And Compliance.**

This Affordability Plan will be administered by Garden Homes Management Corp. Such role is subject to the enforcement powers of the City of Stamford set forth in Section 13 of this Plan. The City of Stamford may monitor and review the performance of Garden Homes in its capacity as Affordable Housing Manager, although it is not required to do so.

4. **Responsibilities of Garden Homes**

- A. Garden Homes, as Affordable Housing Manager, will administer the 1114 Hope units in compliance with this Plan, the BMR Unit Regulations, and all applicable laws, including the ordinances of the City of Stamford. Garden Homes will monitor the management of the application, income eligibility, rental price, administration, record-keeping and certification processes for the 1114 Hope units and will maintain the information and documentation necessary to ensure and demonstrate compliance with this Plan.
- B. It is acknowledged by Garden Homes that the BMR Unit program contemplated by the BMR Unit Regulations constitutes an important public policy program of the City of Stamford, and therefore requires reporting to City agencies and officials as necessary to ensure proper implementation and compliance. Therefore, following completion of the first full year of operations, Garden Homes, no later than January 31 of each year, shall file with the City's Land Use Bureau, the following information, accurate as of the report date:
 - 1) Total number of 1114 Hope units available for occupancy, with unit vacancies listed.
 - 2) Total number of 1114 Hope units occupied.
 - 3) By number of bedrooms in the unit, the total income reported by the tenant household during the application or recertification process and certified by Garden Homes as satisfying the income criteria specified herein; the total number of persons occupying the unit; the occupation of each adult resident of the unit, as reported during the application or recertification process; and the gross and net rent, utility allowance, and any mandatory fees paid for the current occupancy of the unit. Such information shall be reported without inclusion of or reference to the names of the occupants. The receipt, handling, custody, access to, and

storage of application materials and household income information shall be subject to the enforcement and inspection provisions set forth in Section 13 of this Plan.

5. Tenant Eligibility.

a) Maximum Income. The 1114 Hope units shall be available to households earning at the time of initial occupancy not more than 30, 35, 40 or 45 percent of the median household income (“AMI”), adjusted for household size, of the Stamford-Norwalk CT HUD Metro FMR Area (“FMR Area”), pursuant to the table below. The median household income of the FMR Area will be determined using the statistics published and periodically revised by the U.S. Department of Housing and Urban Development (“HUD”).

UNIT TYPE	MAXIMUM INCOME AT THE TIME OF INITIAL OCCUPANCY
30% AMI Unit	30% of AMI (adjusted for family size)
35% AMI Unit	35% of AMI (adjusted for family size)
40% AMI Unit	40% of AMI (adjusted for family size)
45% AMI Unit	45% of AMI (adjusted for family size)

b) Household Size. The expected minimum and maximum household size eligibility for each type of unit is as set forth in the table below. Garden Homes reserves the right to exercise discretion on enforcing these minimum and maximum limitations.

HOUSEHOLD SIZE	Minimum Household Size Eligibility	Maximum Household Size Eligibility
2-bedroom	3	4
3-bedroom	3	6

c) Changes in Tenant Circumstances. In the event that a tenant’s income increases beyond the income limit for the 1114 Hope unit then occupied, based on annual recertification of income, the following restrictions shall apply:

- (i) In the Case of a Change in Income:

- If the income of a tenant of a 45% AMI Unit does not exceed 140% of the applicable income limit (i.e. a tenant does not exceed 63% AMI), no restrictions shall apply.
- If the income of a tenant of a 45% AMI Unit does exceed 140% of the applicable income limit for such unit (i.e. a tenant does exceed 63% AMI), the tenant will be able to occupy the unit for no more than one year following the recertification.
- If the income of a tenant in a 30% AMI Unit, 35% AMI Unit or 40% AMI Unit exceeds the income limit for the applicable unit, then the unit occupied by that Tenant (the “Original Unit”) may be reclassified to another category of unit (e.g., from a 30% AMI Unit to a 35% AMI Unit) (the “Higher Threshold Unit”), to enable the tenant to continue to be eligible for the unit the tenant occupies; provided that Garden Homes will upon a vacancy of a Higher Threshold Unit reclassify that unit to match the classification of the Original Unit.

(ii) In the case of a Change in Household Size

- If a tenant experiences an increase in household size beyond the maximum (or a decrease below the minimum), they may be placed at the top of the waiting list for an appropriately sized unit. If none becomes available within 12 months of the date of the increase or decrease, the tenant may be required to vacate the unit within a further one-year period.

6. **Affirmative Fair Housing Marketing Plan.**

The lease-up of the 1114 Hope units in the community shall be publicized. Notices of initial availability of units shall be provided, at a minimum, by advertising in a newspaper of general circulation in Stamford and posting on the Garden Homes website. Such notices shall include a description of the available 1114 Hope units, the eligibility criteria for potential tenants, the Rental Rate (as hereinafter defined), and the availability of application forms and additional information.

Pursuant to Garden Homes’ guidelines, dissemination of information about available 1114 Hope units is expected to include:

A. Announcements/advertisements in publications and other print and electronic media that will reach minority populations, including newspapers, such as the Stamford Advocate or other media outlets.

B. Announcements to social service agencies and other

community contacts serving low-income minority families (such as churches, civil rights organizations, the housing authority and other housing authorities in nearby cities and towns, legal services organizations, etc.).

C. Beginning affirmative marketing efforts prior to general marketing of units, and repeating again during initial marketing and as wait lists require replenishing.

All notices shall comply with the Fair Housing Act.

7. Application Process.

A family or household seeking to rent one of the 1114 Hope units ("Applicant") must complete an application to determine eligibility. The application form and process shall comply with the Fair Housing Acts. The application process is described in Schedule D.

A. Application Form.

The application form shall be approved by Garden Homes and shall include forms and notices substantially in the form set forth in Schedule D. In determining what is and is not to be included in the definition of family annual income, Garden Homes shall use the criteria set forth in Schedules B and C.

B. Verification of Applicant's Income.

Where it is evident from the income certification form provided by the Applicant that the Applicant is not eligible, additional verification procedures shall not be necessary. However, if the Applicant appears to be eligible, Garden Homes shall require verification of the Applicant's reported income.

C. Application Fee.

Garden Homes may charge a reasonable fee for the purpose of covering its administrative expenses in processing applications for first time occupancy, including payments for the use of third-party credit reporting services. Initially, the application fee is expected to be \$25 per applicant. No application fee shall be charged for recertification, renewal or in-building relocation of an existing tenant.

8. Prioritization Of Applicants.

Except as provided in the next sentence of this Section, if, after publication of the notice of initial availability of rental units as described in Section 6 hereof, the number of qualified applicants for any given category of units exceeds the number of such units, Garden Homes shall conduct a lottery to select tenants. Notwithstanding the foregoing, Garden Homes may select tenants for units based on the preference criteria set forth on Schedule D. Any lottery for remaining units will be held upon the completion of the application process described in Section 7 above.

9. Rental Rate

Calculation of the maximum rental rate ("Maximum Rental Rate") for 1114 Hope units shall be determined, maintained, and updated annually when the AMI and Utility Allowances are published by HUD and the Stamford Housing Authority, respectively. The assumed household size for pricing two-bedroom units shall be the FMR Area median income for a household size of 3; and for three-bedroom shall be the FMR Area median income for a household size of 4.5. Such calculation shall utilize the median household income statistics of the FMR Area, as in effect at the time of application for initial occupancy and thereafter at the time of annual income recertification. Using the 2020 data as an example, the Maximum Rental Rate shall be calculated as follows:

**EXAMPLE OF CALCULATION OF
MAXIMUM RENTAL PRICE FOR
TWO BEDROOM UNIT FOR
FAMILY EARNING NOT MORE
THAN 30 PERCENT OF THE AREA
MEDIAN INCOME**

**SAMPLE
COMPUTATIONS
BASED ON
FY2020 DATA**

1.	Median family income for the Stamford Standard Metropolitan Statistical Area (SMSA):	\$143,400
2.	Determine the adjusted income for a household of 3.0 persons by calculating 90 percent of Item 1:	\$129,060
3.	Calculate 30% percent of Item 2:	\$38,718
4.	Calculate 30 percent of Item 3, representing the maximum portion of a family's income that may be used for housing	\$11,615
5.	Divide Item 4 by 12 to determine the maximum monthly outlay:	\$968
6.	Except as provided below, Section 8 utility allowance, as determined by the Stamford Housing Authority for a 2 bedroom:	\$181
7.	Subtract utility allowance (Item 6, subject to adjustment as described below) from maximum housing expense (Item 5) to determine maximum rent:	\$787

NOTE: The US Department of Housing and Urban Development (HUD) provides updated area median income estimates each spring. Utility allowances are calculated based on a schedule determined by the Housing Authority of the City of Stamford and updated annually. Notwithstanding the foregoing, and subject to zoning staff approval, Garden Homes may reduce the utility allowance based on a survey of usage and charges.

The calculation above is for the maximum rent for a sample unit. The actual rent charged to a tenant shall be thirty percent (30%) of the tenant's monthly adjusted income as defined in Schedule C minus the utility allowance for that

unit as calculated based on a schedule determined by the Housing Authority of the City of Stamford.

10. Additional Fees and Credits.

Garden Homes may establish fees for optional or discretionary services such as a non-refundable service animal fee or a storage fee. Such fees shall be deducted from the tenant's actual rental rate so that the actual rental rate plus fees does not exceed the rent as calculated in Section 9.

11. Principal Residence.

1114 Hope units shall be occupied only as an Applicant's/tenant's principal residence.

Subleasing of BMR units shall be prohibited, except in the case of emergency and with prior approval of the Garden Homes, and such prohibition shall be stated in the lease.

12. Requirement to Maintain Condition.

All Tenants are required to maintain their unit. The Tenant shall not destroy, damage or impair the unit, allow it to deteriorate, or commit waste on the unit. When a 1114 Hope Unit is eligible to be re-leased, Garden Homes will inspect it prior to the unit being shown to a potential new tenant.

13. Enforcement.

A violation of this Affordability Plan shall not result in a forfeiture of title, but the Stamford Zoning Board shall otherwise retain all enforcement powers granted by the General Statutes or any Special Act, which powers include, but are not limited to, the authority, at any reasonable time, to inspect the property and to examine the books and records of the 1114 Hope units to determine compliance of such units with the applicable regulations, the Guidelines, and this Plan. Garden Homes agrees to collect and maintain all books, records, files and information necessary to permit the City or the Zoning Board to determine compliance with the Guidelines or this Plan. The City Zoning Enforcement Officer and the Director of Public Safety, Health and Welfare shall be permitted to inspect the property and examine all books, records, application forms, waiting lists, and rent rolls of the 1114 Hope units, including the household income information provided by applicants or tenants, provided that all such applicant and tenant information shall be confidential and shall not be deemed a public record subject to disclosure under the Freedom of Information Act. Notwithstanding the zoning enforcement powers possessed by the Stamford Zoning Board under the Stamford Zoning Regulations, and subject to any contract or agreement providing otherwise, the City of Stamford and the Stamford Zoning Board retain all rights to pursue all legal and/or equitable remedies available to them and to assert any and all claims and causes of action against any person, firm, corporation or other legal entity arising from the administration of this Plan.

14. Binding Effect.

This Affordability Plan shall be binding on the successors and assigns of Garden Homes.

SCHEDULE A
DESIGNATION OF BMR UNITS

Maximum Area Medium Income (AMI)	Unit type	Number of units*
30% AMI	2BR	3
30% AMI	3BR	2
35% AMI	2BR	3
35% AMI	3BR	3
40% AMI	2BR	2
40% AMI	3BR	2
45% AMI	2BR	1
45% AMI	3BR	1
Total		17

* The number of units may vary temporarily to enable the affordability level of units to change to accommodate Tenant over-income, as contemplated by Section 5(c) of this Plan.

SCHEDULE B
DEFINITIONS AND ELEMENTS OF ANNUAL FAMILY INCOME

A. Annual income shall be calculated with reference to 24 C.F.R. § 5.609, and includes, but is not limited to, the following:

- The full amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips, bonuses and other compensation for personal services;
- The net income from operations of a business or profession, before any capital expenditures but including any allowance for depreciation expense;
- Interest, dividends, and other net income of any kind from real or personal property;
- The full amount of periodic payments received from social security, annuities, insurance policies, retirement funds, pensions, disability or death benefits, or other similar types of periodic payments;
- Payments in lieu of earnings, such as unemployment and disability compensation, worker's compensation, and severance pay;
- Welfare assistance. If the welfare assistance payments include an amount specifically designated for shelter and utilities that is subject to adjustment by the welfare assistance agency in accordance with the actual cost of shelter and utilities, the amount of welfare assistance to be included as income consists of the following:
 - The amount of the allowance exclusive of the amounts designated for shelter or utilities, plus
 - The maximum amount that the welfare assistance agency could, in fact, allow the family for shelter and utilities;
 - Periodic and determinable allowances, such as alimony and child support payments, and regular contributions or gifts received from persons not residing with the Applicant (e.g. periodic gifts from family members, churches, or other sponsored group, even if the gifts are designated as rental or other assistance);
 - All regular pay, special pay and allowances of a member of the armed forces;
 - Any assets not earning a verifiable income shall have an imputed interest income using the HUD passbook savings rate as reported by the Stamford Housing Authority, after excluding the first \$5,000 in assets.

B. Excluded from the definition of family annual income are the following:

- Income from employment of children under the age of 18;
- Payments received for the care of foster children;
- Lump-sum additions to family assets, such as inheritances, insurance payments, capital gains and settlement for personal or property losses;
- Amounts received that are specifically for, or in reimbursement of, the cost of medical expense for any family member;
- Amounts of educational scholarships paid directly to the student or to the educational institution, and amounts paid by the government to a veteran in connection with education costs;
- Amounts received under training programs funded by HUD;
- Food stamps; and
- Temporary, nonrecurring or sporadic income (including gifts that are not regular or periodic).

C. Net family assets for purposes of imputing annual income include the following:

- Cash held in savings and checking accounts, safety deposit boxes, etc.;
- The current market value of a trust for which any household member has an interest;
- The current market value, less any outstanding loan balances of any rental property or other capital investment;
- The current market value of all stocks, bonds, treasury bills, certificates of deposit and money market funds;
- The cash value of a retirement or pension fund which the family member can withdraw without terminating employment or retiring;
- Any lump-sum receipts not otherwise included in income (i.e., inheritances, capital gains, one-time lottery winnings, and settlement on insurance claims);

- The current market value of any personal property held for investment (i.e., gems, jewelry, coin collections); and
- Assets disposed of within two (2) years before the Application Date, but only to the extent consideration received was less than the fair market value of the asset at the time it was sold.

D. Net family assets do not include the following:

- Necessary personal property (clothing, furniture, cars, etc.);
- Vehicles equipped for handicapped individuals;
- Life insurance policies;
- Assets which are part of an active business, not including rental properties; and
- Assets that are not accessible to the Applicant and provide no income to the Applicant.

SCHEDULE C
DOCUMENTATION OF INCOME

The following documents shall be provided, where applicable, to the Affordable Housing Manager to determine income eligibility:

1. Employment Income. Verification forms must request the employer to specify the frequency of pay, the effective date of the last pay increase, and the probability and effective date of any increase during the next twelve (12) months. Acceptable forms of verification (of which at least one must be included in the Applicant file) include:

- a. An employment verification form completed by the employer.
- b. Check stubs or earnings statement showing Applicant's gross pay per pay period and frequency of pay.
- c. W-2 forms if the Applicant has had the same job for at least two years and pay increases can be accurately projected.
- d. Notarized statements, affidavits or income tax returns signed by the Applicant describing self-employment and amount of income, or income from tips and other gratuities.

2. Social Security, Pensions, Supplementary Security Income, Disability Income.

- a. Benefit verification form completed by agency providing the benefits.
- b. Award or benefit notification letters prepared and signed by the authorizing agency. (Since checks or bank deposit slips show only net amounts remaining after deducting SSI or Medicare, they may be used only when award letter cannot be obtained.)
- c. If a local Social Security Administration (SSA) office refuses to provide written verification, the Affordable Housing Manager should meet with the SSA office supervisor. If the supervisor refuses to complete the verification forms in a timely manner, the Affordable Housing Manager may accept a check or automatic deposit slip as interim verification of Social Security or SSI benefits as long as any Medicare or state health insurance withholdings are included in the annual income.

3. Unemployment Compensation.
 - a. Verification form completed by the unemployment compensation agency.
 - b. Records from unemployment office stating payment dates and amounts.

4. Government Assistance.
 - a. All Government Assistance Programs. Agency's written statements as to type and amount of assistance Applicant is now receiving, and any changes in assistance expected during the next twelve (12) months.
 - b. Additional Information for "As-paid" Programs: Agency's written schedule or statement that describes how the "as-paid" system works, the maximum amount the Applicant may receive for shelter and utilities and, if applicable, any factors used to ratably reduce the Applicant's grant.

5. Alimony or Child Support Payments.
 - a. Copy of a separation or settlement agreement or a divorce decree stating amount and type of support and payment schedules.
 - b. A letter from the person paying the support.
 - c. Copy of latest check. The date, amount, and number of the check must be documented.
 - d. Applicant's notarized statement or affidavit of amount received or that support payments are not being received and the likelihood of support payments being received in the future.

6. Net Income from a Business. The following documents show income for the prior years. The Affordable Housing Manager must consult with Applicant and use this data to estimate income for the next twelve (12) months.
 - a. IRS Tax Return, Form 1040, including any:
 - (1) Schedule C (Small Business)
 - (2) Schedule E (Rental Property Income)
 - (3) Schedule F (Farm Income)

b. An accountant's calculation of depreciation expense, computed using straight-line depreciation rules. (Required when accelerated depreciation was used on the tax return or financial statement.)

c. Audited or unaudited financial statement(s) of the business.

d. A copy of a recent loan application listing income derived from the business during the previous twelve (12) months.

e. Applicant's notarized statement or affidavit as to net income realized from the business during previous years.

7. Recurring Gifts.

a. Notarized statement or affidavit signed by the person providing the assistance. Must give the purpose, dates and value of gifts.

b. Applicant's notarized statement or affidavit that provides the information above.

8. Scholarships, Grants, and Veterans Administration Benefits for Education.

a. Benefactor's written confirmation of amount of assistance, and educational institution's written confirmation of expected cost of the student's tuition, fees, books and equipment for the next twelve (12) months. To the extent the amount of assistance received is less than or equal to actual educational costs, the assistance payments will be excluded from the Applicant's gross income. Any excess will be included in income.

b. Copies of latest benefit checks, if benefits are paid directly to student. Copies of canceled checks or receipts for tuition, fees, books, and equipment, if such income and expenses are not expected to change for the next twelve (12) months.

c. Lease and receipts or bills for rent and utility costs paid by students living away from home.

9. Family Assets Currently Held. For non-liquid assets, collect enough information to determine the current cash value (i.e., the net amount the Applicant would receive if the asset were converted to cash).

a. Verification forms, letters, or documents from a financial institution, broker, etc.

- b. Passbooks, checking account statements, certificates of deposit, bonds, or financial statements completed by a financial institution or broker.
- c. Quotes from a stock broker or realty agent as to net amount Applicant would receive if Applicant liquidated securities or real estate.
- d. Real estate tax statements if tax authority uses approximate market value.
- e. Copies of closing documents showing the selling price, the distribution of the sales proceeds and the net amount to the borrower.
- f. Appraisals of personal property held as a investment.
- g. Applicant's notarized statements or signed affidavits describing assets or verifying the amount of cash held at the Applicant's home or in safe deposit boxes.

10. Assets Disposed of for Less Than Fair Market Value ("FMV") During Two Years Preceding Application Date.

a. Applicant's certification as to whether it has disposed of assets for less than FMV during the two (2) years preceding the Application Date.

b. If the Applicant states that it did dispose of assets for less than FMV, then a written statement by the Applicant must include the following:

- (1) A list of all assets disposed of for less than FMV;
- (2) The date Applicant disposed of the assets;
- (3) The amount the Applicant received; and
- (4) The market value to the asset(s) at the time of disposition.

11. Savings Account Interest Income and Dividends.

a. Account statements, passbooks, certificates of deposit, etc., if they show enough information and are signed by the financial institution.

b. Broker's quarterly statements showing value of stocks or bonds and the earnings credited the Applicant.

c. If an IRS Form 1099 is accepted from the financial institution for prior year earnings, the Affordable Housing Manager must adjust the information to project earnings expected for the next twelve (12) months.

d. Return-on-Assets Income shall include the dollar amount resulting from multiplying the value of the net household assets by the HUD passbook savings rate as reported by the Stamford Housing Authority, after excluding the first \$5,000 in assets.

12. Rental Income from Property Owned by Applicant. The following, adjusted for changes expected during the next twelve (12) months, may be used:

a. IRS Form 1040 with Schedule E (Rental Income).

b. Copies of latest rent checks, leases, or utility bills.

c. Documentation of Applicant's income and expenses in renting the property (tax statements, insurance premiums, receipts for reasonable maintenance and utilities, bank statements or amortization schedule showing monthly interest expense).

d. Lessee's written statement identifying monthly payments due the Applicant and Applicant's affidavit as to net income realized.

13. Full-Time Student Status.

a. Written verification from the registrar's office or appropriate school official.

b. School records indicating enrollment for sufficient number of credits to be considered a full-time student by the school.

SCHEDULE D

APPLICATION PROCESS, WAITING LIST AND TENANT SELECTION

Application Policies and Procedures

1) Overview

1114 Hope will be rented to individuals on a lottery basis (subject to the below reference preferences) which will take place on a date to be determined. Applications will be accepted on-line or in person at 29 Knapp Street, Stamford, CT from the date of announcement when applications will be available.

Garden Homes will assume that the facts certified by the applicant in the application are correct, although all facts are subject to being verified later in the application and screening process.

2) Procedure for Taking Applications

Applications will be accepted from the public for the affordable units when the lottery is in effect. After receiving and completing an application with its necessary attachments, applicants will be asked to sign and return their application to Garden Homes with a fee not to exceed \$25. The application will be reviewed for completeness. If an application is missing information necessary to complete process for development eligibility, the missing items will be requested of the applicant in order to process the application. If an applicant does not respond to a verbal request, and then a written request to provide the information missing within 10 business days, their application will not be considered complete. An incomplete application will not be added to the waiting list for placement until it is complete. They will be advised in writing that their application has been withdrawn due to incompleteness.

After the application is processed and factors affecting program and project eligibility are verified, it will be forwarded to the appropriate GARDEN HOMES staff person who will contact the applicant directly to schedule a follow up meeting interview. If an applicant fails to attend the meeting it will be grounds for withdrawing the application. All applicants will be notified in writing if their application is withdrawn for this reason.

3) Procedure for Verification

To determine qualifications for admission and to determine the prospective resident's income, expenses, assets, household characteristics and circumstance that affect eligibility or resident rent for 1114 Hope, Garden Homes will verify:

- Family Composition
- Annual Income
- Assets
- Social Security Numbers of all family members ages 6 years and older, if applicable

4) Screening Process

Garden Homes will reject an application for 1114 Hope Street if during the process that applicant has falsified and or misrepresented facts related to his/her current situation, history, or behavior in a manner that would affect eligibility, preferences, applicant selection criteria qualification and allowances.

To determine applicant ability to fulfill financial and obligations of residency Garden Homes will require and investigate the following:

Landlord Reference

To the extent possible, each applicant must provide at least 1 preferably 2 current or most recent landlord references from the applicant's rental history, confirming that the applicant's account at such previous apartment is current and verifying that the applicant has no record at such apartment of disturbance of neighbors, destruction of property, very poor housekeeping, illegal drug use or drug addiction, violence, or other problems relative to the applicant's ability or willingness to comply with the terms of the lease for such person's apartment.

Credit Check

A credit check shall be required for all applicants. Any judgments that appear on the credit check must be explained. Should there be a judgment found without an explanation the application is subject to rejection.

Whether the Applicant Has Non-Compliance with Rental Agreements

This includes evidence of any failure to comply with the terms of rental agreements on prior residences, such as providing shelter to unauthorized persons, keeping of pets or other acts in violation of rules and regulation, and painting or decorating without permission of owner.

5) Waiting Lists

After initial occupancy of the development, a waiting list of eligible applicants from the lottery will be maintained for each unit. An applicant will be placed on such a waiting list in order indicated by the lottery. As vacancies occur, applicants on the applicable waiting list for such vacant units will be notified in order and if approved will be accepted on a first-come, first-served basis. When the waiting list is exhausted, Garden Homes staff will market available unit openings through advertising and outreach as described above.

The waiting list may closed if the development turnover rate indicates that an applicant would be unable to obtain a unit within 24 months. Garden Homes will notify residents and referral agents that the waiting list will be closing and the date of such closing. The waiting list will be updated every 12 months.

In the event that a prospective applicant is unable to apply because a waiting list is closed, information will be provided about how the next opening of the waiting list will be publicized and any other relevant information about the application process.

6) Final Selection

a) Acceptance or Rejection

Determination of admission or rejection by Garden Homes staff may be based on the following:

- Income exceeds AMI for designated unit, adjusted for household size
- Responses from current and at least one former landlord

- Response from housing providers other than a private landlord
- Meeting preferences criteria
- Responses from utility suppliers
- Credit report
- Security Deposit
- Response form the Police Department or other criminal screening services
- Criminal or Drug related activity: If a member of the applicant family has been verified to have engaged in criminal activity or drug related activity that merits rejection the family will be notified in writing of this decision.

An applicant may be disapproved for admission to the development for any reason related to such people or family's ability or willingness to comply with the terms of the lease and applicable law. In the event any application is disapproved, the applicant will be notified in writing by the manager as to the reasons why the application was disapproved.

Rejection of an applicant is appropriate when there is a reasonable basis to believe the applicant cannot meet the requirements below:

- Payment of rents and other charges under the lease agreement in a timely manner.
- To care for and avoid damaging the unit and common areas, to use facilities and equipment in a reasonable way, and to create no health or safety hazards.
- Not to interfere with the rights and enjoyment of others and not to damage property of others.
- Not to engage in any activity that threatens the health, safety or right of peaceful enjoyment of other residents or staff.
- Not to engage in activity near the premises that involves illegal use of controlled substances or weapons or any criminal activity on or off the premises that would be detrimental to the housing.
- Not to be a registered sex offender.
- To comply with necessary and reasonable rules and program requirements set forth by the housing provider.

Examples of possible cause will include (but are not limited to) a determination by a Garden Homes staff member that the actions of or available information concerning any member of an applicant's household fall into one of the following categories:

- Poor performance in meeting past financial obligations, especially rent.
- Inability to provide and maintain two months security deposit.
- A record of disturbing neighbors, destruction of property, or poor housekeeping.
- Habits that may adversely affect the health, safety and welfare of other residents, or cause damage to the unit or development.
- Involvement in criminal activity on the part of the applicant or applicant family member that would adversely affect the peaceful enjoyment of the premises by other residents.
- Evictions from housing or termination from residential programs.
- Inability to comply with terms of the lease.
- Misrepresentation of any information related to eligibility.
- The Violence Against Women Act protects qualified applicants who are victims of domestic violence including dating violence, or stalking, from being rejected because the applicant is a victim of domestic violence and otherwise meets all eligibility requirements.
- A record of disturbing neighbors.

The applicant will be provided an opportunity to see the unit he/she is being offered or a comparable one

and have 2 business days in which to decide to accept a unit. An applicant may refuse an available appropriate BMR unit one time and remain on the waiting list. Upon a second refusal, the applicant will be removed from the waiting list. Applicants shall be notified of their options with regard to refusing a unit at the time that a unit is offered

Admissions Preferences

When making the final selection of tenants for 1114 Hope units, both initially and from the waiting list, Garden Homes may use the following preferences, which when applied, will be deemed to supersede the lottery methodology described in Section 1 above:

- Garden Homes may give preference to applicants at imminent risk of falling into homelessness
- Garden Homes may consider household size when selecting tenants. Garden Homes may give preference to applicants with larger household sizes or with minor children, or take into account an optimal aggregate occupancy of the building.

B. APPLICATION FORM

*** Required Information**

OFFICE USE ONLY

Received (date):	
Application Nr. (ZB, ZBA, TB):	

1. Address of Development

*Number and Street:	1114 Hope Street
*Stamford, CT, ZIP Code:	06907

2. Applicant Information

*Applicant Full Name:	Garden Homes Fund
Applicant Company:	
*Applicant Street Address:	29 Knapp Street
*Applicant City, State, ZIP Code:	Stamford, CT 06907
*Applicant email:	info@ghmco.com
*Applicant phone:	203-348-2200

3. Property Owner Information

*Is the Property Owner the same as the Applicant? (check one) YES NO

If NO, please provide the following:

*Owner Full Name:	
Owner Company:	
*Owner Street Address:	
*Owner City, State, ZIP Code:	
*Owner email:	
*Owner phone:	

4. Is this the (check one)

- First submission, as part of a Zoning Board, ZBA or Building Permit application.
- Second Submission, for Certificate of Occupancy (CO) sign-off.

5. Building Health

Please complete the following information and attach additional documentation, in PDF format, if applicable. Additional information on each item can be found in the Stamford Sustainability Scorecard Manual (2020), as amended, available here: <https://www.stamfordct.gov/zoning-board/pages/zoning-regulations-related-manuals>

* Required Information

*BH1 - Indoor Air Quality(1 Point) **2nd Submission ONLY**

Check if you claim this credit

Attach an electronic copy of the Air Quality Report meeting the requirements of the Scorecard Manual.

*BH2 – Low Emitting Materials (1 Point) **2nd Submission ONLY**

Check if you claim this credit

Attach material specifications and a Letter of Assurance in the Upload Section of this form.

*BH3 – Moisture Control (1 Point)

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Project may meet this standard; unknown at this time. This should really be a “2nd submission only” factor since it relies on final construction drawings.

Additional comments or explanations:

*BH4 – Daylighting (1 Point) **LARGE PROJECTS ONLY**

Check if you claim this credit

Attach an Indoor Lighting Simulation

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

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***BH5 – Window Shading (1 Point) – 2nd Submission only**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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***BH6 – Operable Windows (1 Point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Construction drawings aren't ready yet; project will have operable windows.

Additional comments or explanations:

--

***BH7- Active Design (1 Point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Both buildings are walk-up, no elevator. Stairs will be wider than code; unsure as to exact width until construction drawings are ready.
--

Additional comments or explanations:

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***BH8- Fitness Equipment (1 Point) LARGE PROJECTS ONLY**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

6. Energy Usage

***EU1 – Energy Usage (3-7 Points) 2nd Submission ONLY**

Check if you claim this credit

Attach the Energy Star Building certification in the upload Section of this form.

***EU2 – Submetering (2 Points)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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***EU3 – Cool Roofs (1-2 Points)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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***EU4 – Exterior Lighting (Point 1)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

See sheet SPL-1.0

Additional comments or explanations:

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***EU5 – Interior Lighting (1 Point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

EU6 – Solar Ready Design (2 Points)

(NOT APPLICABLE FOR ADAPTIVE REUSE PROJECTS)

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

***EU7 – Renewable Energy Production (3-5 Points)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

***EU8 – Combined Heat and Power (3 Points)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

7. Land Use

LU1 – Brownfield Redevelopment (3 Points) 2nd Submission ONLY

Check if Not Applicable

Check if you claim this credit

Please attach the DEEP Final Brownfield Remediation Letter.

LU2 – Redevelopment (1 Point)

Check if Not Applicable

Check if you claim this credit

Attach plans of the current development

Indicate the plan or document name and sheet or page number where this information is located:

Conversion of former Springdale Methodist Church to multifamily. Site is already developed.

Additional comments or explanations:

LU3 – Adaptive Reuse (2 Points)

Check if Not Applicable

Check if you claim this credit

Attach plans of the current development

Indicate the plan or document name and sheet or page number where this information is located:

See LU2.

Additional comments or explanations:

LU4 – Historic Preservation (2 Points)

Check if Not Applicable

Check if you claim this credit

Please attach evidence that the Building is a Historic Structure (e.g., nomination for National or Local Historic District, listing on Stamford Cultural Resources Inventory, statement from HPAC) and how historic features are preserved.

For 2nd Submission ONLY attach the recorded Historic Preservation Easement

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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LU5 – Mixed Use (2-4 Points)

Check if Not Applicable

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Mixed uses are multifamily, day care and community uses (religious and community uses).

Additional comments or explanations:

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LU6 – Transit-supportive Density (1-2 Points)

Check if Not Applicable

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

--

Additional comments or explanations:

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8. Landscaping and Open Space

***LA1 – Green Roof (2 Points)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

--

LA2 – Tree Preservation (1 Point)

Check if Not Applicable

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

--

Additional comments or explanations:

--

***LA3 – Tree Canopy (1 Point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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***LA4 – Additional Landscaping (1 Point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

***LA5 – Native Plants (1 Point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

***LA6 – Xeriscaping (1 Point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

***LA7 – Organic Land Care (1 Point) 2nd Submission ONLY**

Check if you claim this credit

Attach the NOFA Agreement

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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LA8 – New Publicly Accessible Amenity Space (2 Points) LARGE PROJECTS ONLY: ONLY TO LOTS 1 ACRE AND LARGER IN MP 5, 9, 11

Check if Not Applicable

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

--

9. Mobility

MO1 – Reduce Vehicle Travel **LARGE PROJECTS ONLY (non-residential uses only)** (2 Points)

Check if Not Applicable

Check if you claim this credit

Attach the Parking Management Plan (PMP) and Transportation Management Plan (TDM)

Indicate the plan or document name and sheet or page number where this information is located:

--

Additional comments or explanations:

--

MO2 – Transit Proximity (1-3 Points)

Check if Not Applicable

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Site is next to a bus stop on Hope Street.
--

Additional comments or explanations:

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***MO3 – Shared Parking (3 Points)**

Check if you claim this credit

Attach the Parking Management Plan (PMP)

Indicate the plan or document name and sheet or page number where this information is located:

--

Additional comments or explanations:

--

MO4 – Incentivize Transit Use **LARGE PROJECTS ONLY (non-residential uses only)** (2 Points)

Check if Not Applicable

Check if you claim this credit

Attach the Transportation Management Plan (TDM). **For 2nd Submission ONLY attach evidence for transit incentives**

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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***MO5 – Car Share (2 Points)** **LARGE PROJECTS ONLY**

Check if you claim this credit

Attach the Parking Management Plan (PMP) **For 2nd Submission ONLY attach agreement with Car Share Operator**

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

--

***MO6 – Shuttles or Support for Transit (2 Points) LARGE PROJECTS ONLY**

Check if you claim this credit

Attach the Transportation Management Plan (TDM). For 2nd Submission ONLY attach agreement with Shuttle Operator OR agreement / correspondence with Transit Operator. Within Parking Category 1 ONLY support for Public Transit is eligible

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

***MO7 – Bicycle Facilities (1 Point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

Project will include bike parking.

***MO8 – Parking Availability (1 Point)**

Check if you claim this credit

Attach the Parking Management Plan (PMP)

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

Parking is 100% of required parking.

***MO9 – Electric Vehicles (1 Point)**

Check if you claim this credit

Attach the Parking Management Plan (PMP)

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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***MO10 – Unbundled Parking (1 Point)**

Check if you claim this credit

Attach the Parking Management Plan (PMP)

Indicate the plan or document name and sheet or page number where this information is located:

--

Additional comments or explanations:

--

MO11 – Road Infrastructure Contributions (1 Point) **LARGE PROJECTS ONLY** **2nd Submission ONLY*

Check if you claim this credit

Attach the Zoning Certificate and Letter from TTP evidencing the contributions.

Indicate the plan or document name and sheet or page number where this information is located:

--

Additional comments or explanations:

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MO12 – Walkscore (1 Point)

Check if Not Applicable

Check if you claim this credit

Attach a screenshot of the Walkscore

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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10. Resiliency

RE1 – Development outside the floodplain (3 Points)

Check if Not Applicable

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Outside the 500-year floodplain.

Additional comments or explanations:

--

RE2 – Flood Resiliency (2 Points)

Check if Not Applicable

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Building is more than 2' over base flood.

Additional comments or explanations:

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***RE3 – Building Resiliency (2 Points)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

--

Additional comments or explanations:

--

RE4 – Sea Level Rise (2 Points)

Check if Not Applicable

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Building is outside projected sea level rise area.

Additional comments or explanations:

***RE5 – Emergency preparation and continuation of operations plan (1 Point) LARGE PROJECTS ONLY 2nd Submission ONLY**

Check if you claim this credit

Attach an Emergency and Continuation of Operations Plan

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

11. Urban Design

UD1 –Block size (1 Point)

Check if Not Applicable

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

See Site Plan, sheet 5 of 9.

Additional comments or explanations:

***UD2 –Minimal Visual Impact of Parking (up to 2 points)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

***UD3 – Building Orientation (1 point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

See Site Plan, sheet 5 of 9.

Additional comments or explanations:

***UD4 – Building façade (1 point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

***UD5 –Building Materials (1 point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

See Sheet DD.4

***UD6 –Proximity of Building to Street(1 Point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

Additional comments or explanations:

UD7 – Building Certification (1-3 Points) 2nd Submission ONLY

Check if Not Applicable

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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12. Waste Management

***WM1 –Construction and demolition debris (1-2 Points) 2nd Submission ONLY**

Check if you claim this credit

Attach Manifest from demolition and construction debris processing facilities

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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***WM2 - Recycling (1 Point) 2nd Submission ONLY**

Check if you claim this credit

Attach the Trash Management and Snow Removal Plan

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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***WM3 – Organic Waste (2 Points) 2nd Submission ONLY**

Check if you claim this credit

Attach the Trash Management and Snow Removal Plan

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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WM4 – Reusable Materials (non-residential buildings only)

Check if Not Applicable

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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13. Water Use

***WU1 – Indoor Water Management (1-3 Points)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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***WU2 – Outdoor Water Management (1 Point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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***WU3 – Stormwater Management (2 Points)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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***WU4 – Stormwater Retention (1 Point)**

Check if you claim this credit

Indicate the plan or document name and sheet or page number where this information is located:

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Additional comments or explanations:

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C. DOCUMENT UPLOAD

Please attach the following documents:

* REQUIRED documents for all projects

Required for applicable projects only

Required for LARGE PROJECTS only

DOCUMENT NAME	OFFICIAL USE ONLY Received
*Aerials and area maps	
*Architectural Plans (including renderings and elevations)	
HPAC and SHPO correspondence & documentation	
*Landscaping plan	
*Outdoor Lighting Plan	
*Indoor Lighting Simulation	
*Mechanical Plans, including electrical, plumbing, HVAC	
*Parking Management Plan	
Previous development plans & Architectural Plans	
*Site Plan, including drainage plans	
*Transportation Demand Management Plan	
*Walkscore screenshot	
*Air Quality Test 2 nd Submission ONLY	
Certification Confirmation from certifying agency (e.g., USGBC) 2 nd Submission ONLY	
DEEP Final Brownfield Remediation Letter 2 nd Submission ONLY	
*Emergency and Continuation of Operations Plan 2 nd Submission ONLY	
*Energy Star Building Certification 2 nd Submission ONLY	
Historic Preservation Easement 2 nd Submission ONLY	
*Manifest from demolition and construction debris processing facilities 2 nd Submission ONLY	
*Material Specifications and Letter of Assurance 2 nd Submission ONLY	
*NOFA Pledge 2 nd Submission ONLY	
*Provider Documentation - Car Share 2 nd Submission ONLY	
*Provider Documentation - Shuttle Operator 2 nd Submission ONLY	
Provider Documentation - Transit Incentives 2 nd Submission ONLY	
*Shared Parking Agreement 2 nd Submission ONLY	
*Trash Management and Snow Removal Plan 2 nd Submission ONLY	
*Zoning Certificate, TTP Letter 2 nd Submission ONLY	

D. CERTIFICATION

I [Full Name] certify that I have provided the information truthfully and to the best of my knowledge.

Brian A. Daley

Signature

Drawing List
1114 Hope Street
Special Permit, Site & Architectural Plans and HPAC Review

Sheet #	Title/Description	Prepared by	Date
Sheet 1 of 9	Site Development Plans – Title Sheet	Trinkaus Engineering, LLC	12/12/2020
Sheet 2 of 9	Site Development Plans – Grading Plan	Trinkaus Engineering, LLC	12/12/2020
Sheet 3 of 9	Site Development Plans – Stormwater Plan	Trinkaus Engineering, LLC	12/12/2020
Sheet 4 of 9	Site Development Plans – Site Utilities Plan	Trinkaus Engineering, LLC	12/12/2020
Sheet 5 of 9	Site Development Plans – Site Plan	Trinkaus Engineering, LLC	12/12/2020
Sheet 6 of 9	Site Development Plans – Erosion Control Plan	Trinkaus Engineering, LLC	12/12/2020
Sheet 7 of 9	Site Development Plans – Existing Conditions Plan	Trinkaus Engineering, LLC	12/12/2020
Sheet 8 of 9	Site Development Plans – Construction Narrative	Trinkaus Engineering, LLC	12/12/2020
Sheet 9 of 9	Site Development Plans – Construction Details	Trinkaus Engineering, LLC	12/12/2020
A-1	Site Layout with First Floor Building Plans	A. Hennessy Architects, P.C.	
CD.1	Church First Floor Plan	A. Hennessy Architects, P.C.	6/17/2020

CD.2	Church Second Floor Plan	A. Hennessy Architects, P.C.	6/17/2020
CD.3	Church Loft Plan	A. Hennessy Architects, P.C.	6/17/2020
CD.4	Church Elevations	A. Hennessy Architects, P.C.	8/26/2020
CD.5	Church Elevations	A. Hennessy Architects, P.C.	8/26/2020
DD.1	New Building First Floor Plan	A. Hennessy Architects, P.C.	6/17/2020
DD.2	New Building Second Floor Plan	A. Hennessy Architects, P.C.	6/17/2020
DD.3	New Building Third Floor Plan	A. Hennessy Architects, P.C.	6/17/2020
DD.4	New Building Elevations	A. Hennessy Architects, P.C.	8/26/2020
DD.5	New Building Elevations	A. Hennessy Architects, P.C.	8/26/2020
SPL-1.0	Landscape Site Plan	Eric Rains Landscape Architecture, LLC	12/23/2020
	Plot Plan	Edward J. Frattaroli, Inc.	3/10/2020
E100	Photometric Plan	Kuegler Associates	10/08/2020