



[TOWN/CITY OF, STATE]

[Project Type]

[Site Address]

Prepared for [Entity] by UConn TAB

Student Contributor: [Name]

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EXECUTIVE SUMMARY

Provide an Executive Summary of the Report here.



LIST OF FIGURES

Figure 1. Figures are images such as photographs, maps, screen captures, etc. Assign each Figure in this Report a Figure Number and list them here by title in sequential order as they appear.

LIST OF TABLES

Table 1. Assign each Data Table in this Report a Table Number and list them here by title in sequential order as they appear.



ACRONYM/ABBREVIATION LIST

<u>Abbreviation</u>	<u>Meaning</u>
ACS	American Community Survey
APA	Aquifer Protection Area
APZ	Aquifer Protection Zone
AST	Above-Ground Storage Tank
CEJST	Climate and Economic Justice Screening Tool
CT DEEP	Connecticut Department of Energy and Environmental Protection
CT DPH	Connecticut Department of Public Health
EJ	Environmental Justice
EPA	United States Environmental Protection Agency
FEMA	Federal Emergency Management Agency
FIRM	Flood Insurance Rate Map
GIS	Geographic Information System
ICMA	International City/County Management Association
LA	Low Access
LUST	Leaking Underground Storage Tank
NDDB	Natural Diversity Database
NFIP	National Flood Insurance Program
NOAA	National Oceanic and Atmospheric Administration
NRC	National Research Center, Inc.
NRCS	Natural Resources Conservation Service
NWI	National Wetlands Inventory
POCD	Plan of Conservation and Development
RCP	Representative Concentration Pathway
SF	Square Feet
UConn TAB	University of Connecticut EPA Region 1 Technical Assistance to Brownfields Program
USDA	United States Department of Agriculture
USFWS	United States Fish and Wildlife Service
USGS	United States Geological Survey
UST	Underground Storage Tank
WPCA	Water Pollution Control Authority
WSS	Web Soil Survey

Amend this Table with acronyms utilized in the Report, delete any not relevant.

REPLACE/DELETE ALL ITALICIZED/COLORED TEXT IN THIS DOCUMENT THAT IS NOT A SECTION HEADING



SECTION 1 - INTRODUCTION & OBJECTIVES

(2 paragraphs maximum)

SECTION 2 - SITE INFORMATION

Mention the city/town location and applicable industrial/cultural history connecting to the Target Site.

*Describe the Target Site (address, parcel ID, location within the city/town, size, history, buildings [number, age, size, condition if known], topography, applicable nearby water bodies, etc. **and** supporting figures).*

***Mention but do not go into too much detail** any ESAs for the site (which will be further described in Section 7.1) Be sure to use State-relevant terminology where applicable. (3-4 paragraphs maximum)*

SECTION 3 - COMMUNITY CHARACTERISTICS

3.1 DEMOGRAPHICS

Briefly describe the city/town (population and population trends, demographics [e.g., children or seniors], socioeconomic conditions [e.g., low-income, employment, language proficiency], housing trends [e.g. housing costs, owner vs. renter occupied, housing costs as % of household income]). Population and demographics can be both written and included in a table/figure. Include food access classification (and define it) and mention of nearby food stores. If applicable, when defining whether the Target Site is located within an EJ community, describe the state-specific definition of EJ/EJ community and reference the specific legislature. (2-3 paragraphs maximum)

3.2 PUBLIC FACILITIES & SERVICES

Describe applicable community facilities and services within a mile of the Target Site (and figures showing these in relation to the Target Site), including municipal services, parks and open spaces. (2 paragraphs maximum)

3.3 BUSINESSES

Describe the largest employers, whether the site is located in a commercial zone/district, and overview of the types of nearby businesses & services/general commercial setting, etc. (2 paragraphs maximum)

3.4 COMMUNITY STAKEHOLDERS

Start from the top-down and list entities from each category as applicable:

- Federal/state agencies directly involved in the project (if none, exclude)*
- Local government and boards (e.g., chamber of commerce, boards and commissions)*
- Community groups & charities (e.g. charitable organizations, community action groups, relevant non-profit organizations)*



Example format:

- Entity name
- Brief description of entity and mission (1 sentence)

SECTION 4 - SUMMARY OF PLANNING DOCUMENTS

Only include planning documents/studies that are **directly relevant** to the redevelopment of the Target Site

TITLE OF DOCUMENT (YEAR)

Describe the purpose of the document (1-2 sentences) and key takeaways that are **directly relevant** to the redevelopment of the Target Site (may be sentence-form or bulleted list). **DO NOT SUMMARIZE THE ENTIRE DOCUMENT.**

The [name of document] is available at: [link]

TITLE OF DOCUMENT (YEAR)

SECTION 5 - SITE-SPECIFIC CONSIDERATIONS

5.1 ZONING REGULATIONS & MAP

Note the zoning of the Target Site and briefly describe the purpose of the zone and **applicable** permitted uses to the proposed site reuse(s) (include figure indicating zoning in the area/at the Target Site). (1-2 paragraphs maximum)

Table X. Dimensional Regulations in the [zone] (Source:)
Revise as needed for area-specific terminology/categories

Min. Lot Area (square feet)	
Min. Setbacks	
Max. Building Height (feet)	
Landscaping Factor	
Residential Density Factor	
Parking Requirements	
Max. Footprint Factor (%)	
Max Gross Density Factor (%)	

5.2 FLOODPLAINS

Describe whether the Target Site is located within a floodplain (and define the floodplain). May include a figure showing the Target Site and floodplains as applicable. Briefly describe what this means for



redevelopment (e.g., will buildings need to be built above the floodplain, how much of the site is in a floodplain, will flood mitigation techniques be needed?). (1-2 paragraphs maximum)

5.3 WETLANDS

Describe whether the Target Site contains any wetlands (and define them). May include a figure showing the Target Site and wetlands as applicable. Briefly describe what this means for redevelopment (e.g., how much of the site is covered with wetlands, what areas cannot be developed or require additional permitting/design strategies to avoid negative development impacts to wetlands?). Be sure to use State-relevant terminology where applicable. (1-2 paragraphs maximum)

5.4 SOILS & GEOLOGY

Describe the soil type(s) on the Target Site, specifically in the area where redevelopment will occur (consult with your **faculty advisor** to understand areas of the Site where soils need to be discussed), as found by the USDA-NRCS WSS (including filling out the table below) and their impact on redevelopment. Be sure to use State-relevant terminology where applicable. (1-2 paragraphs maximum)

Table X. Site Soil Characteristics (Source: NRCS Web Soil Survey)

Revise as needed for all Soil Map Units on the Target Site

Soil Map Unit Name (Map Unit Symbol)	SMU Name (#)	SMU Name (#)	SMU Name (#)	SMU Name (#)
Approx. Percentage of Site Land Area				
Hydric Soil				
Hydrologic Soil Group				
Drainage Class				
Depth to Seasonal High Water Table				
Parent Material				
Restrictive Layer				
Depth to Soil Restrictive Layer				
Depth to Bedrock				
Septic (SSDS) Absorption Suitability				
Restrictions to Septic (SSDS) Absorption				
Suitability for Building with Basement				
Suitability for Building without Basement				

Describe the surficial and bedrock geology types on the Target Site, and include a figure that represents these in the appendices. (2-3 sentences maximum)



5.5 DRINKING WATER SUPPLY PROTECTION (Including Service Areas)

Public water supply: Describe information included in the table below (define state-specific resources and applicable water [surface and subsurface] zones/regulations). (1-2 paragraphs maximum)

Table X. Site Water Characteristics (Source:)
Revise as needed, use State-specific terminology where applicable

Water Attribute	Applicable	Notes
Public Water Supply Watershed	Yes/No	
Aquifer Protection Area (APA)	Yes/No	
Local Aquifer Protection Zone (APZ)	Yes/No	
Public Water Supply Service Area	Yes/No	

Private water supply: Describe nearby (or lack thereof) private drinking water wells. Include supporting figures. Be sure to use state-relevant terminology where applicable. (1-2 paragraphs maximum)

5.6 NATURAL DIVERSITY DATABASE (State/Federal Listed Species & Critical Habitat)

Be sure to use state-relevant terminology where applicable, **including the title of this Section**. Define the state agency providing this information, and describe the resource utilized and any applicable regulations. Include supporting figures if applicable. (1-3 paragraphs maximum)

5.7 COMMUNITY VULNERABILITY TO EXTREME WEATHER EVENTS, NATURAL DISASTERS AND PUBLIC HEALTH EMERGENCIES

Define the CDC ASTDR SVI and results for the community. From the NOAA NRI, describe applicable increases in projected daily maximum temperatures, rainfall, etc. and any prevalent risks of environmental impacts noted from the tool. Include supporting tables and figures as needed. (2-3 paragraphs maximum)

SECTION 6 - INFRASTRUCTURE & TRAFFIC ASSESSMENT

6.1 UTILITIES

Describe resources used to determine utility availability at the Target Site and any applicable information about the utilities to supplement the table below. Based on the reuses in Section 8 or other potential reuses, describe what utilities are needed which are currently not available (if all utilities are available, state that). Include supporting figures as needed. Be sure to use State-relevant terminology where applicable. (2-3 paragraphs maximum)

Table X. Utility Availability Matrix
Revise as needed, use State/Site-specific terminology where applicable



Utility	Availability	Provider(s)	Notes
Public Water	Yes/No		
Public Sewer	Yes/No		
Electricity	Yes/No		
Natural Gas	Yes/No		
High-Speed Internet	Yes/No		

6.2 TRAFFIC ASSESSMENT

Include applicable information about streets surrounding the Target Site (direction, AADT, speed limit, etc.) in the table below, and nearby bus stops (if applicable) that complement community access to the Site. Describe existing and/or potential vehicular access points. (1-2 paragraphs maximum)

Table X. Annual Average Daily Traffic for Streets Nearby the Target Site (Source:)

Street	Direction	AADT Count	Notes
	1-Way/2-Way		
	1-Way/2-Way		
	1-Way/2-Way		
	1-Way/2-Way		
	1-Way/2-Way		

SECTION 7 - ENVIRONMENTAL REPORTS AND RESTRICTIONS

7.1 SUMMARY OF ENVIRONMENTAL REPORTS

Describe each ESA conducted including year and entity that conducted it, purpose, key findings, and recommendations/considerations from the reports using the table below. Also describe any environmental documentation found for the Target Site on state-specific or federal environmental agency databases. Before writing this section, speak with your faculty advisor.

Document Name & Year	Author/ Provider	Key Findings

7.2 REMEDIAL RESTRICTIONS

Describe and define local (state-specific) environmental restrictions (e.g. Activity and Use Limitations [AULs]) and whether they apply to the Target Site. Additionally, describe any soil, groundwater, or building remediation that should be considered based on findings in Sections 5 and/or 7.1 Be sure to use State-relevant terminology where applicable. (1 paragraph maximum)



SECTION 8 - REDEVELOPMENT SCENARIOS

8.1 CRITERIA FOR REUSE ASSESSMENT

Put it all together. Describe key findings in this report that influence the site reuse scenarios. Briefly introduce and describe the site reuse scenarios, what they entail, how they differ, what might be required during redevelopment based on the findings of this report (e.g., parking considerations (are there nearby public parking lots that may be used, will parking expansion be necessary); floodplains or wetlands; site access points; environmental restrictions; goals or observations from planning studies directly relevant to reuse scenarios; utilities (what utilities are available or will need to be considered as part of site redevelopment); neighborhood characteristics (e.g., if the reuse is a senior center mention the higher senior population), etc.)

8.2 REUSE ALTERNATIVES

Scenario A: Description

Describe each reuse scenario in detail, including buildings (number, size, including number and size of apartment units if applicable, etc.), amenities, access locations, landscaping/land cover, parking (location, number and size of parking spots), and any other key features, etc.

*Include figures of the renderings, with captions formatted as “**Figure X.** Resue Scenario A: [description] (Facing [direction])” – including the direction of the rendering helps to orient the reader.*

Scenario B: Description

REFERENCES

Agency for Toxic Substances and Disease Registry. (n.d.). *Social Vulnerability Index (SVI) Interactive Map.*

<https://www.atsdr.cdc.gov/place-health/php/svi/svi-interactive-map.html>.

Federal Communications Commission. (n.d.). *FCC National Broadband Map.*

https://broadbandmap.fcc.gov/location-summary/fixed?version=dec2024&addr1=475+100TH+AVE+NE&addr2=BELLEVUE%2C+WA+98004&zoom=15.00&vlon=-122.207405&vlat=47.614754&br=r&speed=100_20&tech=1_2_3_6_7

Health Resources and Services Administration (HRSA). (n.d.). *HPSA Find.* HRSA Data Warehouse.

<https://data.hrsa.gov/tools/build-your-own-map/>

National Oceanic and Atmospheric Administration (NOAA). (n.d.). *Climate Explorer.* U.S. Climate Resilience

Toolkit. <https://crt-climate-explorer.nemac.org/>

Federal Emergency Management Agency. (n.d.). *National Risk Index.* Federal Emergency Management



Agency Resilience Analysis and Planning Tool.

<https://experience.arcgis.com/experience/0a317e8998534c30a9b2d3861c814d42/>

United States Census Bureau. (n.d.) *Census Data Tables*. <https://data.census.gov/>

United States Department of Agriculture. (n.d.). *Food Access Research Atlas*. USDA Economic Research Service. <https://www.ers.usda.gov/data-products/food-access-research-atlas/go-to-the-atlas/>

United States Department of Agriculture (n.d.). *Web Soil Survey*. Natural Resources Conservation Service. <https://websoilsurvey.nrcs.usda.gov/app/>

United States Fish and Wildlife Service. (n.d.). *National Wetlands Inventory Mapper*. <https://fwsprimary.wim.usgs.gov/wetlands/apps/wetlands-mapper/>

Amend this list with additional sources of information (including hyperlinks) cited or utilized in the preparation of this Report, delete any not relevant.



APPENDICES

Appendix A. Include appendices as needed. These may be reports, figures or other documents that you have referenced or would otherwise like to include but are not appropriate to be placed in the body of the Report. Assign all Appendices a letter and list them here in the order in which they are referenced in the Report and attached them in the same order.

