

Design Guidelines



Windham Business (B-1) District

Town of Windham, Connecticut

The Windham Planning Commission on 4/14/05 took the following action:

C. Lary MOVED, M. Sewall SECONDED to send the Design Guidelines for the Willimantic Business (B-1) District to the Zoning Board and recommend that they be adopted. Motion passed unanimously.

Revised 5/12/05 at joint meeting of the Windham Planning Commission and the Windham Zoning Board.

OVERVIEW

These design guidelines strive to maintain and enhance the character and historic value of the business district of Willimantic. They encourage the use of forms and materials that allow expression of Willimantic's sense of community. They are designed to enhance each business and increase the effectiveness of signs. These guidelines are consistent with the goals and implementation strategies and recommendations of the 1994 Plan of Development.

Design Review

Design Review is intended to affect how building development and renovation can contribute positively to Willimantic's historic setting. Design guidelines offer a flexible tool—an alternative to prescriptive zoning requirements—that will provide the means for new development and renovations to harmonize better with the distinctive character of their surroundings.

Design Review has three principal objectives:

1. To encourage site planning and architectural design that will enhance the character of the downtown and ensure that new development sensitively fits into the small city, urban environment, and Willimantic's arts and entertainment district.
2. To provide flexibility in the application of development standards; and
3. To improve communication and participation among developers, neighbors and town regulatory boards and agencies early in the design and siting of new development.

Design Review is a component of the permit application along with environmental review, site plan review, etc., and is administered by the Planning Department. All projects within the B-1 Business Districts are subject to Design Review. The Windham Planning Commission, acting as the Design Review Committee, will work with developers/building owners to ensure that their project adheres to these guidelines. Pre-submission meetings, especially early in the design process, are strongly encouraged. The Planning Commission, acting as the Design Review Committee makes the final decision on Design Review.

Context and Design Issues

The overriding objective of the design guidelines is to ensure that a new development or renovation fits in well with its surroundings. The following design guidelines share this objective, and with an emphasis on siting and design conditions and priorities supported by the community, aim to guide the design of new development in a manner that strengthens Willimantic's mixed-use commercial core. The community has clearly stated its desire to maintain the historic small city atmosphere and qualities that have historically characterized Willimantic. However, it was also recognized that new development provides the opportunity for a broader mix of businesses and services, residential units and employment and an expanded tax base.

Several previous studies, and two recent studies, the CERC report dated August 2004 and the 2004 Downtown Advisory Committee Report, recommend the development of design guidelines to ensure that downtown development/renovation creates a compact, mixed-use commercial core that is pedestrian oriented in scale, character and function. Several design issues and related priorities were identified and have been incorporated into the Willimantic Business District Design Guidelines.

OVERALL GOALS OF THE DESIGN GUIDELINES FALL INTO FIVE CATEGORIES:

1. Site Planning for a Pedestrian Environment

In general, the pedestrian environment (sidewalks, pathways, entries and crossings) should be safe, accessible to all, connect to places people want to go, and provide good places to be used for many things. New development and renovations should reflect these principles by enhancing the Willimantic Business District streetscape with proposals that make pedestrian activity at the street level a priority.

2. Architecture

The character and historic value of Willimantic's Business District is expressed in the existing architecture. One way to preserve and continue this quality in new development and renovation is through the siting, massing and design of buildings. All new development and renovation must be consistent with the height, bulk and scale of the other structures in the District.

3. Signage

Signage is a vital component of Willimantic's downtown environment. When a sign is in scale with its architecture, appropriately placed and well designed, it gives a positive impression to the business and to the whole of the downtown. The visual clutter of too many small signs or signs that are too large or not well placed actually reduces the effectiveness of the signage.

4. Lighting

Willimantic's Business (B-1) District street lighting can be enhanced with additional outdoor lighting. Lighting can highlight interesting architectural details and business signs while respecting the privacy of abutting buildings and residential housing.

5. Site Amenities, Landscaping and Parking Areas

Trees, shrubs, benches and other amenities combine to enhance the pedestrian space and create a visually pleasant environment. Parking areas can be made more attractive by reducing the visual impact, providing shade and adding seasonal interest.

GLOSSARY OF TERMS

Amenity: Aesthetic or other features of a development that increase its marketability or usability to the public.

Area: The rectangular space created by multiplying width times height.

Articulation: The manner in which portions of a building form are expressed (materials, color, texture, pattern, modulation, etc.) and come together to define the structure.

Context Sensitivity: A design that is consistent and in concert with other buildings in the district,.

Cornice: A molded or projecting horizontal feature that crowns a façade

Design Guidelines: Statement of preferred design practices or aesthetics that are used to guide development projects in a particular city, community, or neighborhood.

Façade: Any vertical, exterior face or wall of a building, often distinguished from other faces by architectural details

Fenestration: The arrangement and design of windows and doors on a buildings façade.

Freestanding Sign: A sign supported by a post or legs, or placed at a distance from a building.

Frieze: The area of a façade dividing upper stories from the ground level story; generally one to two feet high and continuing the width of the building; may contain ornamentation.

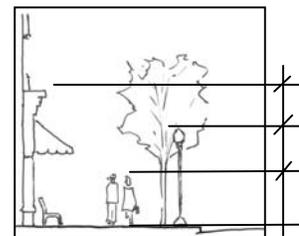
In-fill: New development within a previously built area

Gable: The upper, triangular portion of a façade, usually flanked by sloping roofs.

Modulation: A stepping back or projecting forward of sections of a structure's façade within specified intervals of building width and depth, as a means of breaking up a structure's apparent bulk.

Parapets: A low wall used as protection in any location where there is a drop like at the edge of a roof, balcony or terrace.

Pedestrian Scale: Used to describe the quality of a building or streetscape that includes structural or architectural components of proportions that relate to the human size and/or that exhibits through its structural or architectural components the human activities contained within.



Streetscape: The visual and functional character of an entire street including: buildings, paving material, plantings and street amenities such as lamps and benches. Also, the environment created for human activity and interaction.

Street Wall: The façade of a building facing a pedestrian or vehicular way.

Transom: A small, often hinged, window or multi-paned window opening above a door or another window, usually capping the street-level of a commercial building.

WINDHAM BUSINESS B-1 DISTRICT DESIGN GUIDELINES



The overriding objective of these design guidelines is to ensure that new development, and renovation of existing buildings, fits well with the surroundings. All new development and renovations *must* be contextually sensitive to the history, community and environment that shape downtown Willimantic. These guidelines are intended to provide guidance and direction so that new construction and renovations can meet that requirement.

1. Site Planning for a Pedestrian Environment

A pedestrian-oriented streetscape is perhaps the most important characteristic to be achieved in new development in Willimantic's Business (B-1) District. New development in-fill in the District shall continue the established siting and design characteristics.

A. Create continuous pedestrian interest and activity:

- a. Street wall with minimal space between buildings
- b. Frequent entries to street level businesses, and frequent windows with a view of the activity within.
- c. Include street trees, drop lighting on buildings, benches and planters
- d. Provide small seating areas or other areas for human interaction.

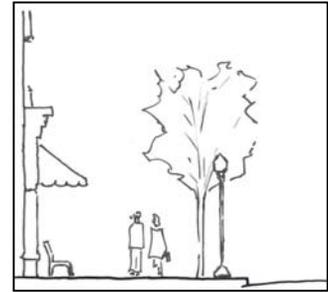
B. Provide safe environment for pedestrians

- a. Limit direct vehicle/pedestrian interaction
- b. Pedestrians have clear access to business via sidewalk or walkway, not through or around parking area
- c. Only clear, well designed crossing of pedestrian path is allowed; pedestrian maintains the right of way

Human Activity

An active and interesting sidewalk engages pedestrians through effective transitions between the public and private realm.

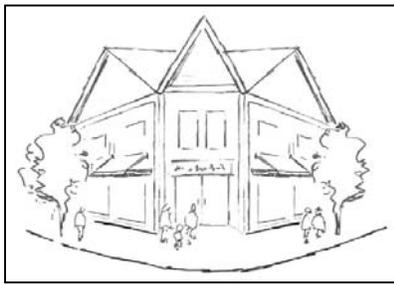
In the District, proposed development is encouraged to take advantage of the zero front line set back, but to also incorporate areas of recesses for public/private spaces, such as benches and café seating. Building facades should give shape to the space of the street through arrangement and scale of elements. Display windows should be large and open at the street level to provide interest and encourage activity along the sidewalk. At night, these windows should provide a secondary source of lighting.



Corner Lots

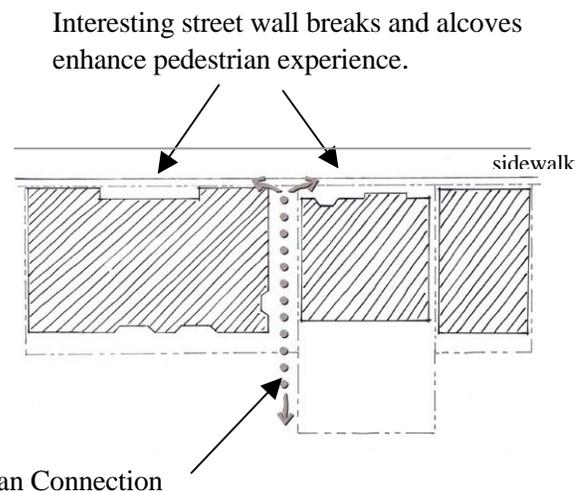
Pedestrian activities are concentrated at street corners. These are places of convergence, where people wait to cross and are most likely to converse with others. New development on corner lots in the District should take advantage of this condition, adding interest to the street while providing clear space for movement.

New buildings should reinforce street corners, while enhancing the pedestrian environment. Public space at the corner, whether open or enclosed, should be scaled in a manner that allows for pedestrian flow and encourages social interaction. To achieve a human scale, these spaces should be well defined and integrated into the overall design of the building. Consider providing seating, incorporating art that engages people, setting back corner entries to facilitate pedestrian flow and allow for good visibility at the intersection. Redesign of existing buildings on corners should also be oriented toward the corner.



Pedestrian environment, open spaces and entrances

Design projects to increase the pedestrian experience in the District. Larger sites are encouraged to incorporate pedestrian walkways and open spaces to create small breaks in the street wall and encourage movement through the site and to the surrounding area. Illumination should be provided to eliminate dark recessed areas. Inset areas, alley-ways should be illuminated to eliminate dark recesses.



Utilities

All utilities servicing the building must be screened from any/all pedestrian and vehicular views. This includes heating and air conditioning systems, dumpsters and garbage containers, satellite dishes, etc. Commercial and residential trash and garbage containers or bags are not permitted in front of buildings.

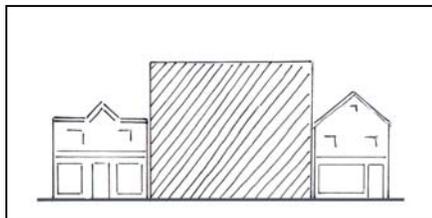
Other Considerations

Outdoor power and water sources are encouraged to be provided in order to facilitate building maintenance and exterior decorative lighting needs. Conveniently located sources could also be taken advantage of for special community events.

2. Architecture

The scale of existing commercial/mixed-use development on contiguous properties, as well as the District as a whole, must be considered for new development in the District. A transition in height, bulk and scale—in terms of relationship to surrounding context and within the proposed structure itself—must be considered.

1. The scale, setback and site layout of the proposed development must be compatible with its surroundings.
2. New buildings and renovations should use architectural methods including modulation, color, texture, entries, materials and detailing to break up the facade— particularly important for long buildings —into sections and character consistent with traditional, multi-bay commercial buildings prevalent in the downtown’s commercial core.
3. The arrangement of architectural elements, materials and colors should aid in mitigating height, bulk and scale impacts of development, particularly at the upper levels. For development greater than 1-1/2 stories in height, a strong horizontal treatment (e.g. cornice line or frieze) should occur at the first story. Consider a change of materials, as well as a progressively lighter color application to reduce the appearance of upper levels from the street and adjacent properties. The use of architectural style, details (i.e. rooflines, cornice lines, fenestration patterns), and materials found in surrounding buildings should be considered.



A



B

The height and width of the new building (A) is at odds with the rhythm of the smaller buildings along this street. Consider breaking the mass of large structures into form elements similar to the scale and character of the surrounding street frontage (Building B).

Architectural Character

The physical appearance of new development in the District is an important aspect that will shape the future character of the downtown. The overall design, details and material will be key components in determining context sensitivity.

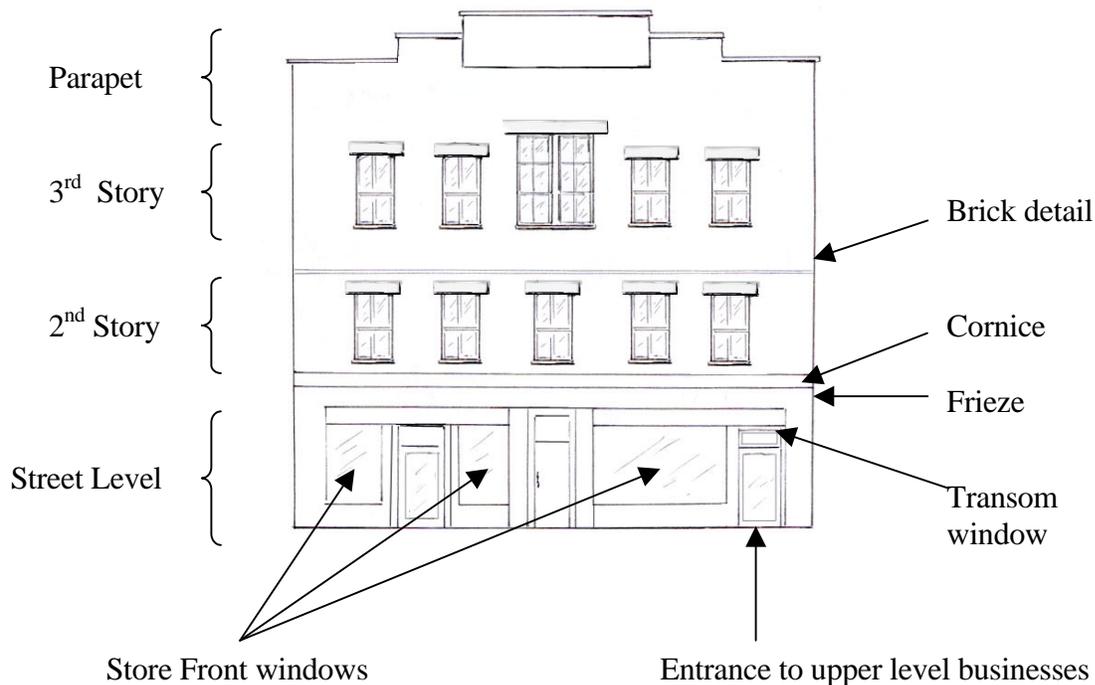
Facade Articulation

To make new, larger development compatible with the surrounding architectural context, facade articulation and architectural embellishment are important considerations in mixed use and commercial buildings. Large buildings should have facade articulation that reflects a group of small buildings and reinforce the architectural rhythm established in the commercial core.

Architectural Cues

New mixed-use and commercial development should respond to several architectural features common in Willimantic's preferred storefront buildings to preserve and enhance the pedestrian experience and maintain an acceptable level of consistency with the existing architecture. To create cohesiveness in the District, identifiable and exemplary architectural patterns should be reinforced. New elements can be introduced - provided they are accompanied by strong design linkages.

Components of typical commercial building:



Preferred elements can be found in examples of commercial and mixed-use buildings from downtown Willimantic as shown on the next two pages.

Details in Wood

Entry and Window details:



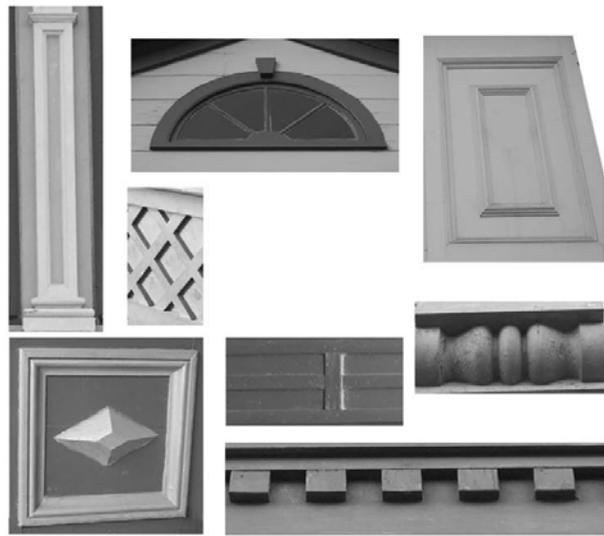
Corner details and columns:



Brackets:



Other details:

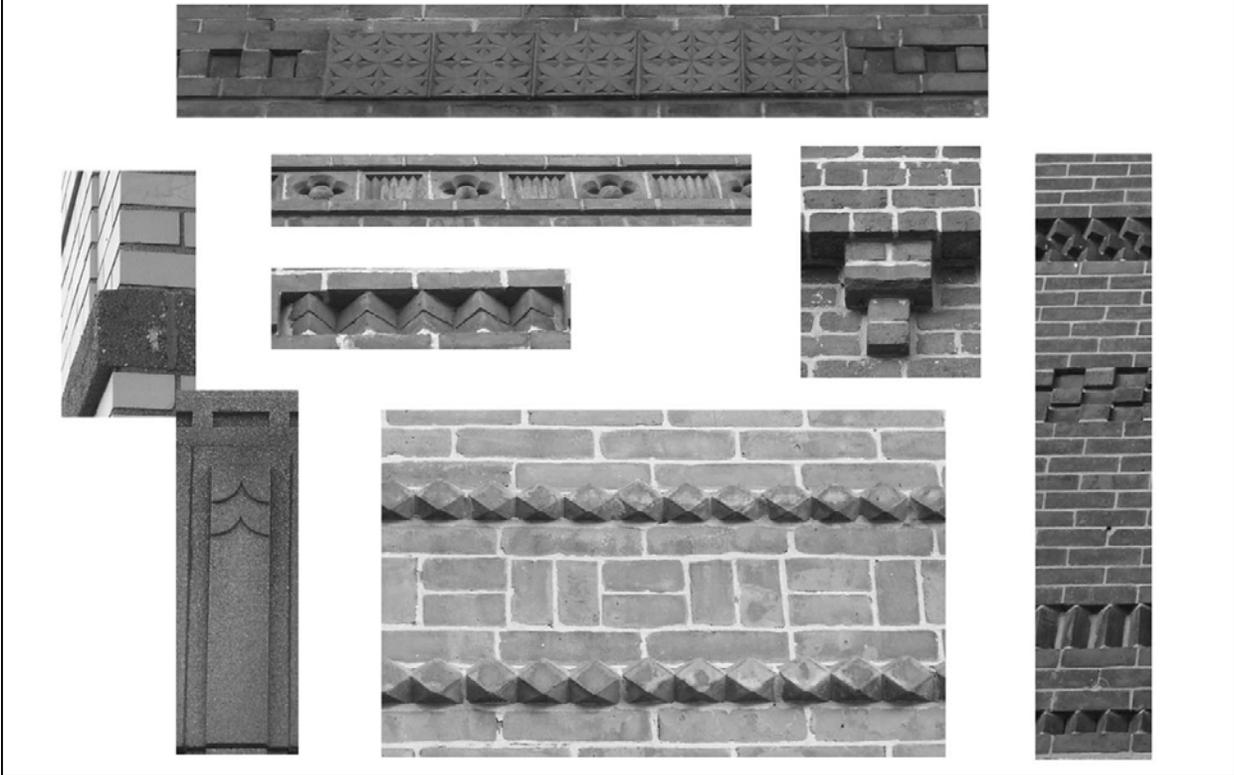


Details in Brick and Pre-cast Concrete

Windows and façade:



Use of texture in brickwork:



3. Signage

In addition to identifying a business and attracting customers, a sign should enhance the building and add interest to the street level environment. Signage should be designed to be appropriate for the scale, character and use of the project and surrounding area. A sign should be used to unify the overall architectural concept of the building, or provide unique identity for a commercial space within a larger mixed-use structure. Signs should be oriented and scaled for both pedestrians on sidewalks and slow moving vehicles.

Note: Please also refer to Section 72.9 of the Windham Zoning Regulations

General Guidelines:

- Sign design shall be based on the architectural style of the building and its surroundings.
- Design and placement shall accentuate the positive aspects of the building.
- Signs should not obscure the building's architectural features or detailing.
- High quality craftsmanship and traditional material enhance impression; materials should have matte or dull finish. Carved wooden signs are encouraged.
- Flat signs should have a trimmed edge, **frame or border** detailed to match the building and/or to enhance the appearance of the sign.
- Signs shall be designed with the viewer's position in mind.
- Fewer words are more likely to be read; fewer signs per building are more likely to be noticed **and are encouraged**
- Externally lit signs, with pendant lighting fixtures are encouraged.
- Signs should be limited to two or three contrasting colors that are compatible to the colors on the building.
- Reader-board signs (ie signs with slots for changeable letters) are discouraged. Signs with moving text or scrolls are discouraged.

Permitted signs for each street level business: (Descriptions follow)

One surface mounted identifier sign or painted awning

One hanging sign

One temporary window sign per street level window

The design elements for each individual sign must be compatible in terms of color, form, material, and lighting.

Permitted signs for other building levels (upper or lower): (Descriptions follow):

One eye-level listing of tenants for pedestrian viewing

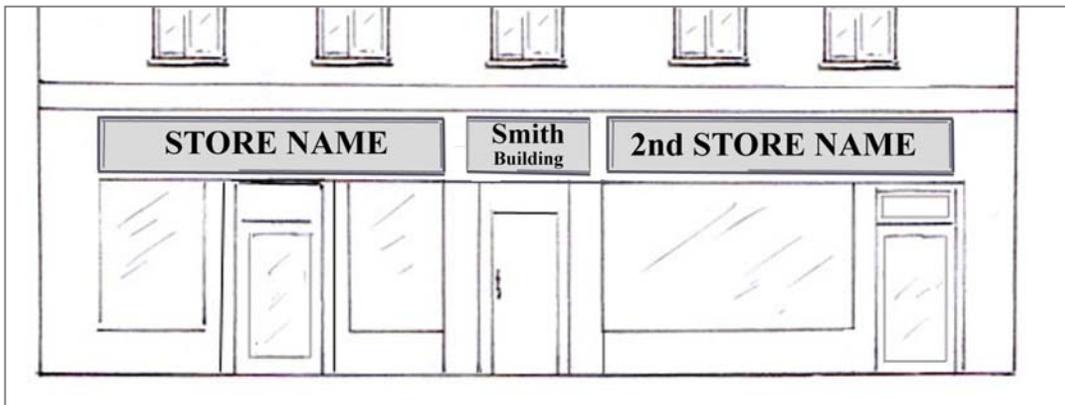
One sign painted on window glass of upper level per tenant

~~One hanging sign perpendicular to the building~~

Many of our B-1 buildings have/could have multiple businesses on the upper or lower levels, additional signs for each business would not be possible. However, in certain unusual circumstances a hanging sign may be appropriate.

Buildings with businesses on other levels may also have one surface mounted sign, preferably over the door to those businesses, that identify the building's name and street number to provide the businesses with an identifiable location.

The design elements of each individual sign must be compatible with all other signs on that building in terms of color, form and layout.



a. Sign content.

General Guidelines:

- Content based on audience; store name **and brief identifier of services if not conveyed by name** for distance viewing on surface mounted identifier signs; additional information possible for pedestrian viewing on hanging or temporary signs.
- The use of sponsor logos or slogans, where the sponsor is not the occupant, is limited to 10% of total face of the sign



Not consistent with guidelines



Meets Guidelines

b. **Surface mounted identifier sign** is a sign fastened, placed or painted on a wall, window or any other part of a building so that only one side of the sign is visible. This type of sign is used for viewing from a distance

Guidelines:

- Signs should be incorporated into the façade of the building, and placed below the storefront cornice
- Only convey the name of the business and, **and brief identifier of services if not conveyed by name** if appropriate, the logo **or graphic** unique to that business



Not consistent with Guidelines



Not consistent with Guidelines



Meets Guidelines

- Be in scale to the width of the storefront and the height of the architectural space (i.e. frieze or space between street level windows and 2nd story). Maximum height from sidewalk to top of sign is 12'. Maximum height of sign is 2'.
- Lettering a minimum of 6" high. Preferably one line of text.
- Be fastened according to current building codes.
- External illumination only.
- If building has multi-tenant street level businesses, each businesses' surface mounted sign must relate to all other surface mounted signs on that building



- c. **Genuine retractable awnings** are encouraged as a way to enhance the pedestrian environment. Because the awning will project over pedestrian areas, a special sign permit is required.

In certain situations, awnings could be used in place of, but not in addition to, surface mounted sign for identifying a business.



- d. **Hanging sign**, also know as projected or flag sign, is a sign board hung perpendicularly from the building. Vehicular passengers can easily see this type of sign from a distant, and pedestrians can easily read smaller font.

Guidelines:

- The maximum size of the sign board is 2'6" x 3'6".
- The maximum lateral extension from the building is 4' but not closer than 3' from the curb.
- Minimum vertical clearance from the ground is 8'.
- Sign to be finished on both sides and be made of a rigid material.
- External illumination only.
- Because the sign will project over pedestrian areas, a special sign permit is required.

In some instances a street level building front may have extenuating circumstances that significantly impact the visibility of a proposed sign. Extended setbacks from curb edging or dominating nature of adjacent buildings are examples of possible situations. In those and similar circumstances, the Design Review Committee would consider other alternatives



Examples of Signs that would meet Guidelines:



e. Signs for businesses on upper levels.

Each business above street level may have one (1) sign painted on an upper floor window glass ~~and one hanging sign perpendicular to the building~~

Many of our B-1 buildings have/could have multiple businesses on the upper or lower levels, additional signs for each business would not be possible. However, in certain unusual circumstances a hanging sign may be appropriate.

Buildings with businesses on other levels may also have one surface mounted sign, preferably over the door to those businesses, that identify the building's name and street number.



Example of upper level window sign

No other signs above street level are permitted.

Directory listing for business occupants on other levels may be affixed to the exterior street-level wall at each public entrance to the building used by these businesses. The maximum size of the directory is six (6) sq ft and each listing limited to 6" in height. If only one upper level business, the street level entrance could have the business name painted on the door's window glass.

f. Permanent Free standing sign

Generally, free standing signs are not permitted. In the rare instance where a free standing sign is the most appropriate location for a business sign, the sign must be compatible with the architecture of the building, contain no more than one line of lettering per business (if multiple tenants), and be externally illuminated.

g. Externally-lit signs

Lighting for externally lit signs shall be designed as an integral part of the sign design. Fixtures and mounting devices shall be selected to complement the color and design of the sign and the building's architecture.



Lighting shall not create glare that would distract motorists or pedestrians, nor shall the degree of illumination disturb the surrounding residences or spill over onto adjacent properties, nor be directed upward. Lighting fixtures shall be carefully located, aimed and shielded so that the light is directed ONLY onto the sign façade. Top-mounted lighting fixtures may be used if they are

directed downward in a manner that conceals the light source (bulb). All bulbs must be shielded and or canopied..

Non-functioning bulbs should be replaced in a timely manner so as to maintain the attractiveness and perceived vitality of the business.

h. Internally-lit signs

Internally lit signs are strongly discouraged. **However**, internally lit signs that consist of light lettering and/or symbols on a dark background to minimize the amount of light emanating from the sign are acceptable. Internally-lit letters and/or symbols (**commonly called channel lettering**) are preferred over whole panels that are internally lit.

Letters and/or symbols on panels shall constitute no more than 40% of the sign’s surface area. Internally lit signs shall not act as light fixtures, or cause glare on nearby sidewalks, pathways, or roadways. Lighting levels shall not exceed 1 foot candle of illumination measured 10 feet from the base.

Signs shall be located where they can be easily maintained. Non-functioning bulbs should be replaced in a timely manner so as to maintain the attractiveness and perceived vitality of the business.



Not consistent with Guidelines



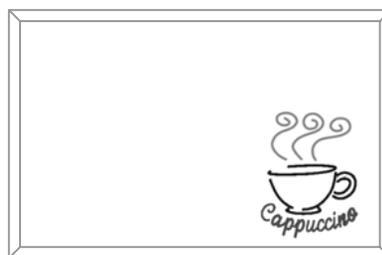
Meets Guidelines, background color encouraged

i. Internally Mounted Neon

Neon signs are permitted only if internally mounted within a storefront window. The total size of a sign may not exceed two square feet in area. The maximum coverage per storefront window is 15%. Creative use of neon as an artistic statement is encouraged.



Not consistent with Guidelines



Meets Guidelines; creativity encouraged

j. Other signs for businesses serving meals: a menu display is encouraged. Actual menus can be displayed in one of two ways:

Posted on inside of windows facing the street, **or**

Mounted in a frame at eye level in an appropriate location near the entrance.

Easel-style signs listing the food specials for that day are permitted to be displayed near the entrance if pedestrian flow is not obstructed. The design of the easel should compliment the building façade and must be removed daily when the business is closed.

k. Temporary

Temporary signs are permitted to announce sales, special events or changes in operations. These temporary signs must be made of paper or other non-permanent material and affixed to the inside of street level windows. Temporary signs shall be used to announce an unusual event for no longer than 30 days and will be removed within seven (7) days after the sign is out of date.

l. Banners & Flags

Banners from national suppliers or companies are not permitted to be displayed on the exterior of the building.

Custom, unique banners announcing a specific event are permitted with certain time and size limits:

a banner announcing a Grand Opening not to exceed **the storefront's width** or 50% of building's width – may be displayed for 30 days

a banner announcing a Special Activity, such as **'Music Friday night'** not to exceed **the storefront's width** or 20% of building's width– may be displayed for one **week**

a banner announcing an Annual Event cannot to exceed 50% of a building's width – may be displayed for 15 days

One 'open' or other flag is permitted to be displayed when the business is open. Creativity in the design of the flag is encouraged.

m. Billboards.

Billboards are not permitted.

n. Other sign conditions

As the B-1 Business District is also in the Arts & Entertainment District, special consideration should be given to sign and banner design. These should be bright, fun exciting and generally reflect the nature of an Arts and Entertainment District. Special consideration and latitude for signs and banners should be given to businesses that specifically included activities to arts and entertainment.

Businesses related to arts and entertainment may use internally lit signs providing they meet the guidelines applicable to the B-1 District in general. These would include changeable letters to accommodate changing events.

Businesses related to arts an entertainment are encouraged to use oversize banners on an exterior wall, either hung parallel or perpendicular. Sizes may vary depending on the aesthetics of the building and the design of the banner.

Temporary signs, primarily for non-profit or civic organizations, may be displayed on public and private property for 21 days prior to the event. (i.e. car shows and festivals).

Oversize street banners across Main Street are permitted with State of Connecticut permit approval.

Jillson Square Community Bulletin Board Sign. Permission to use this sign must be obtained from the Windham Recreation Department.

4. Lighting

The purpose of lighting downtown building sites is to provide the minimum level of illumination for safety, security and visual appeal in concert with existing street lighting. Lighting should be at a level to encourage pedestrian activity after sunset, without adding unnecessary glow outside the site.

a. Safety

Illumination levels shall not exceed the minimums to provide safe conditions as currently defined by the Illumination Engineering Society of North America (IESNA) and be within all Connecticut guidelines. Recesses and alley-ways should be illuminated.

b. Design

The location and design of lighting systems shall complement the subject property, site amenities and site elements. Poles and fixtures shall be proportionate to the buildings and spaces they are illuminating.

c. Feature Lighting

Unique building or landscape features can be highlighted if the lighting does not create glare or distraction. Neon tubes, or rope lighting are not permitted as lighting features on the exterior of buildings.

d. Light Pollution

Lighting shall be directed in such a way as to not spill over onto adjacent properties, especially residential properties, nor be directed upward.

Lighting must use a lighting fixture with canopy or shield that directs the light; sockets with bare bulbs are not permitted.

e. Energy Consumption

Wherever practical, lighting design shall include the installation of timers, photo sensors, and other energy saving devices to reduce the overall energy required.

f. Maintenance

Non-functioning bulbs should be replaced in a timely manner so as to maintain the attractiveness and perceived vitality of the business.

g. Holiday lighting

Temporary holiday lighting may be used for no more than a total of 60 days per year. The design of the lighting should coordinate with organized displays in the downtown district.

5. Site Amenities, Landscaping and Parking Areas

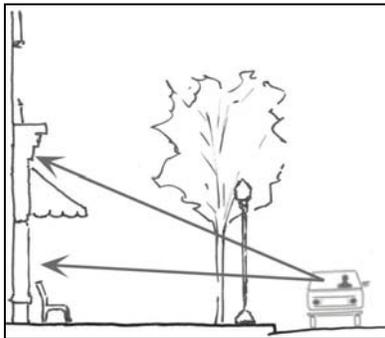
a. Site Amenities

Benches, flower boxes, bicycle racks and outdoor café seating, all contribute to the pedestrian experience. All developments are encouraged to consider including site amenities.

b. Landscaping

Trees and shrubs play an important role in creating a welcoming atmosphere in downtown; the planting of new and replacement plant material is encouraged where appropriate.

Wherever feasible, shade trees, shrubs and other plantings should be encouraged. Shade trees should be planted in all parking lot islands, street edges, and near buildings to enhance the site. The trees selected must be listed on the Recommended Street Trees for Connecticut as compiled by the University of Connecticut Plant Science Department.



All trees planted between the building and the street should be sized and located to enhance the site without interfering with the site line of driver-to-building.

For each 3000 square feet of parking, one (1) shade tree must be planted and maintained. The trees selected must be listed on the Recommended Street Trees for Connecticut as compiled by the University of Connecticut Plant Science Department.

Note: See section 74.9 in the Windham Zoning Regulations for additional information.



c. Parking Areas

Safety and visual impacts of parking areas.

Parking areas must be designed to provide a safe pedestrian environment, encourage connection to contiguous parking and to minimize the number of curb cuts.

All development shall be characterized by safe, user-friendly and efficient vehicular traffic flow. Access management principles shall be followed to reduce the number of curb cuts, provide a safer vehicular and pedestrian environment. Wherever possible, the majority of the parking shall be located at the rear or sides of buildings. Parking areas shall be designed as part of the overall plan for the site and co-ordinate with pedestrian walks leading to the building's entrances and to public sidewalks.

Located at the rear property line, the design of the parking area could potentially be neglected. The rear portion of a new building should not turn its back to the alley or parking area, but rather embrace it as potentially active and vibrant environment.

The design of parking structures/areas adjacent to the public realm (sidewalks, alley) should improve the safety and appearance of parking uses in relation to the pedestrian environment.

The side of a structure facing a parking area should be compatible with the rest of the building and the surrounding streetscape. Where appropriate, consider the following treatments:

- Integrate the parking area with building's overall design.
- Consider the parking area as an extension of the building
- Screen the view of dumpsters, utilities and other service related features from the parking area

All parking lots and garages, or garage areas, private or municipal, should incorporate the design of the associated commercial/ mixed-use building. If not associated with a building, the design should be contextually sensitive to the architecture found in the District:

- Provide a cornice, frieze, canopy, overhang, trellis or other device to "cap" the parking portion of the structure.
- Incorporate architectural elements of the commercial building into the facade.

Note: See section 74.9.4b in the Windham Zoning Regulations for additional information