

**Public Act No. 21-29**

**AN ACT CONCERNING THE ZONING ENABLING ACT, ACCESSORY  
APARTMENTS, TRAINING FOR CERTAIN LAND USE OFFICIALS,  
MUNICIPAL AFFORDABLE HOUSING PLANS, AND A COMMISSION ON  
CONNECTICUT'S DEVELOPMENT AND FUTURE**

**Report to the Connecticut General Assembly  
Planning and Development, Environment, Housing, and Transportation  
Committees  
and the Secretary of the Office of Policy and Management**

**Final Report**

**Approved by the Commission on Connecticut's Development and Future on  
XXXXXXXX 2023**

**DRAFT VERSION**

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## 1. INTRODUCTION

Section 13 of Public Act 21-29 as amended by Section 22 of Public Act 22-74 established, within the Legislative Department, a Commission on Connecticut's Development and Future (Commission) to evaluate policies related to land use, conservation, housing affordability, and infrastructure (see Appendix A).

Membership of the Commission include gubernatorial and legislative appointments, the chairs and ranking members of the Planning and Development, Environment, Housing, and Transportation Committees of the Connecticut General Assembly (CGA), and representatives from several state agencies, including the Office of Policy and Management (OPM), the Department of Administrative Services (DAS), the Department of Economic and Community Development (DECD), the Department of Energy and Environmental Protection (DEEP), the Department of Housing (DOH), and the Department of Transportation (DOT). In total, 35 of the 36 possible members were appointed (See Appendix B). The Commission was co-chaired by the OPM Undersecretary of Intergovernmental Policy and Planning, Martin Heft, and the House Majority Leader, Representative Jason Rojas.

Public Act 21-29 required that the Commission submit an interim report, no later than January 1, 2022 (the Commission was empowered to request an extension, and on December 30, 2021, requested an extension until July 1, 2022), and a final report, no later than January 1, 2024, to the joint standing committees of the General Assembly responsible for matters relating to planning and development, the environment, housing, and transportation, as well as to the Secretary of OPM. These reports were to contain recommendations on five reporting areas:

1. The State Plan of Conservation and Development
2. The State Consolidated Plan for Housing and Development
3. Municipal Affordable Housing
4. Sewerage Systems
5. Model Design Codes – Buildings and Context-appropriate Streets.

The legislation specified that, in developing these recommendations, the Commission may accept administrative support and technical and research assistance from outside organizations and employees of the Joint Committee on Legislative Management. Additionally, the co-chairs of the Commission could establish working groups of commission and non-commission members as needed. Thus, on December 7, 2021, the Commission established five working groups:

1. State and Municipal Statutory Plan Process
2. State Consolidated Housing Plan
3. Municipal Affordable Housing Plans
4. Sewerage
5. Model Code and Design Development.

These working groups were co-chaired by members of the Commission and included subject matter experts and members of the public (see Appendix C). As described in Section 3 of this report, each working group spent several months listening, discussing, and reaching consensus around recommendations for the full Commission to consider. After hearing from each working group and considering legislative, fiscal, and other impacts of each proposed action, the Commission endorsed the following recommendations.

## **2. RECOMMENDATIONS**

The final recommendations were voted on by the Commission on July 10, 2023 (see Appendix D). The rationale for and more details on the processes that led up to these recommendations can be found in Section 3 of this report. Individual working group reports are available through the Planning and Development Committee's website or through OPM.

### *State and Municipal Statutory Plan Process*

The State and Municipal Statutory Plan Process working group's efforts culminated in a broad vision for the state Conservation and Development Policies Plan (C&D Plan) – that it be a strong and clear document that effectively directs state priorities, actions, and investments, while being flexible and responsive to both a diversity of stakeholders across all levels of government, as well as changing conditions within the state. The following recommendations were approved by the working group as mechanisms for creating a more meaningful process and plan for Connecticut:

1. Amend CT General Statutes (CGS) Section 16a-27 to eliminate the various mandates that have accumulated over the years and clarify the breadth of the plan in the following ways:
  - a. To establish a vision for sustainable development and conservation over the long term.
  - b. To set measurable objectives for state investments over five years to encourage appropriate use of physical, natural, social, and fiscal resources.

- c. To encourage coordinated development by directing state resources administered to COGs and municipalities.
- 2. Amend CGS Section 16a-28 to adjust process milestones in the following ways:
  - a. Enable more time for OPM to engage with stakeholders prior to submitting a first draft to the Continuing Committee – push to December 1, 2023 (current first draft is due September 1, 2023).
  - b. Provide more time to publish draft plan to the OPM website – push to May 1, 2024 (current requirement is March 1, 2024).
  - c. Shorten public engagement period from five months to four months – consider changing from “public hearings” to referring the draft plan to COGs and municipalities for feedback.
  - d. Shorten time from three months to two months for revisions following public engagement, in order to still meet the December 1, 2024, deadline for transmitting the next draft plan to the Continuing Committee.
  - e. Maintain requirements for Continuing Committee to conduct a public hearing prior to recommending the plan to the General Assembly.
  - f. Require action by the General Assembly on any C&D Plan formally recommended by the Continuing Committee within three months, with inaction constituting an approval.
- 3. Further changes may be warranted as the C&D Plan is developed, particularly to CGS Section 16a-35, Priority Funding Areas, and the Locational Guide Map.

Note that the Commission, working with the Planning and Development Committee, proposed legislation addressing recommendations 1 and 2 from this group in the 2023 session (House Bill 6647), but it was ultimately not adopted.

### *State Consolidated Housing Plan*

The State Consolidated Housing Plan Work Group recommended the following actions to develop a broader and more comprehensive state housing policy doctrine that applies to and guides all state and federal housing and community development funding:

1. Require housing needs assessments every 5 years and incorporate findings by setting clear, measurable targets, strategies, and funding dissemination priorities aimed at meeting the most critical needs identified in those assessments.
2. Tailor the plan to communities, creating clear guidance and measurable targets for affordable housing preservation and development in rural, suburban, and urban communities that reflects the attributes unique to each that make housing development ideal or more challenging.
3. Identify opportunities and incentives for rehabilitation and preservation of existing homes and buildings. Additionally, the Consolidated Plan should incorporate preservation targets for those existing deed-restricted units reaching the end of their affordability term.
4. Include incentives and identification of places where designated funding streams that support rehabilitation can be used to address housing quality and healthy homes.
5. Expand evaluation of prior performance to include a detailed evaluation of performance on the affordable housing goals, actions, and metrics consistent with Recommendation 1 above.
6. The Consolidated Plan could and should go beyond funding implementation goals to become a better vehicle for housing planning in the state by incorporating non-funding housing strategies and contemplating outside actors and plans.
7. Planning and development of the Consolidated Plan should incorporate input from people with lived expertise of homelessness and housing insecurity in order to develop housing that is truly representative of the choice and needs of those it is serving.

### *Municipal Affordable Housing Plans*

The Municipal Affordable Housing Plans Work Group found that, within the plans they reviewed, there were a lack of specific, actionable steps and deadlines that would enable actual development, financing, construction, and occupancy of affordable housing. Since population density, land characteristics, infrastructure capacity, economic development, housing demands, and other factors differ across communities, the working group did not propose a “one size fits all” approach to guidance for development of affordable housing plans. Instead, the group recommends that a suite of options be presented, including observations about best practices, mistakes for towns to avoid, and criteria to evaluate success. The following actions are recommended:

1. Direct towns, in a specific timetable, to revise their 2021-2022 plans in light of the guidance stated in the working group’s report.
2. Specify which board/agency/commission has the responsibility to approve and administer the plan.
3. Consider adopting specific recommendations for the process and contents of these plans, including a checklist against the criteria stated in Sec. VIII of the working group’s report (see Appendix E).
4. Require the Department of Housing to prepare and publish a model Affordability Plan to demonstrate best practices for affordable housing administration. Topics could include how to handle capital improvements; comparability among units; determination of mortgage rates in affordable units for sale; utility cost calculations; online sources for median income and fair market rent data.

### *Sewerage*

The Sewerage Work Group prepared the following recommendations:

1. Conduct a data-driven study of other state and county sewerage programs with a focus on other non-conventional treatment systems including alternative treatment systems (O&ATS).
2. Develop municipal plans with infrastructure intersections.
3. Improve coordination between DEEP and DPH:

- a. Ensuring that state agency actions are consistent with the state C&D Plan, including the sewer extensions under the purview of DEEP and water extensions under DPH.
  - b. Examining the rationale and clarify jurisdiction and enforcement authority over common ownership systems.
  - c. Evaluating the adequacy of resources for oversight and enforcement of failed systems, review of water pollution control plans, and new permits. Develop a statewide database system for all agencies.
- 4. Improve coordinating between municipal and state government and the COGs by:
  - a. Requiring water pollution control authorities to prepare and regularly update water pollution control plans at intervals to be determined.
  - b. Adding wastewater systems to the required infrastructure identified in municipal C&D plans.
  - c. Requiring municipal Plans of Conservation and Development and water pollution control plans to be consistent with the state C&D plan.
- 5. Explore an education program for other treatment systems and/or implement a testing and study center.

#### *Model Code and Design Development*

The Model Code and Design Development Work Group's recommendations aim to provide a framework for developing guidelines for municipalities to use in the creation of modernized local regulations, standards, and processes:

- 1. Provide funding to engage a consultant or multiple consultants to develop voluntary model code guidelines for municipalities.
- 2. Enhance land use planning capacity at the state level and provide sufficient resources to better integrate statewide objectives and local land use decisions. The Office of Responsible Growth (ORG) within OPM should develop support and initiatives to help improve planning practices in Connecticut, including the adoption of model code guidelines by local governments.



3. Facilitate the incorporation of best practices into municipal regulations, standards, and processes. Adoption of best practices, such as model code guidelines, is a challenge in part because local regulations, standards, and processes vary significantly—few practices can be adopted without translating them into a local framework.
4. Improve coordination to support effective and efficient plan implementation.

### **3. WORKING GROUP BACKGROUNDS AND PROCESSES**

#### *State and Municipal Statutory Plan Process*

The first state Plan of Conservation and Development (C&D Plan) was adopted in 1974, following Governor Thomas Meskill's Executive Order No. 28. This plan set forth policies for land and water resources conservation and development, in order to direct Executive Branch actions towards the wise use of these resources. Following the adoption of this plan, the Connecticut General Assembly established a formal process for statewide conservation and development in 1976, including a more direct role for the legislature in developing, adopting, and implementing the state C&D Plan.

Nonetheless, a lack of strong ownership of the C&D Plan by both the legislature and the Executive Branch, as well as confusion regarding the plan's practical application, have, in practice, left the plan lightly regarded and watered down in authority.

The CCDF was thus tasked to develop "any recommendations for statutory changes concerning the process for developing, adopting, and implementing the state plan of conservation and development". The State and Municipal Statutory Plan Process Work Group was established to fulfill this mandate. Many of the 19 members of the working group had professional planning or land use experience or served on their local land use board and represented a variety of perspectives relating to the state C&D Plan and land use in general. Over the course of several months, the working group engaged with municipal, regional, and state agency planners, and reviewed planning processes in other states. The group considered the need for statewide planning, who and what activities the C&D Plan should guide, coordinating planning activities across all levels of government, and methods for ensuring the plan is implemented.

### *State Consolidated Housing Plan*

The Consolidated Plan for Housing and Community Development serves as a framework for allocating federal formula grant funding, as well as distributing state resources to address the housing and community development needs of extremely low-, low-, and moderate-income households in Connecticut over a 5-year horizon, in accordance with Section 8-37t of the Connecticut General Statutes and 24 CFR Part 91. The long-term vision outlined in the latest iteration of the plan is “to ensure everyone has access to quality housing opportunities and options throughout the state.”

However, Connecticut faces both an affordable housing shortage and a number of residents burdened by rising housing costs. Furthermore, many households that are eligible for housing subsidies are not receiving them, leaving them at a high risk of becoming homeless or spending so much on housing that they are unable to afford other necessities. Even if households are awarded vouchers, they often struggle to locate a qualifying unit because of the lack of affordable housing in the state.

Public Act 21-29 directed the CCDF to develop “any recommendations for (i) statutory changes concerning the process for developing and adopting the state’s consolidated plan for housing and community development prepared pursuant to the section 8-37t of the general statutes, and (ii) implementation of such plan”. The State Consolidated Housing Plan Work Group thus met several times to review and discuss the current Consolidated Plan, the now-discontinued 2010 State Long-Range Housing Plan prepared by DECD, and the relevant statutes and Code of Federal Regulations relating to Consolidated Plan requirements. The group also received presentations from DOH about the development process.

### *Municipal Affordable Housing Plans*

In Connecticut, because the state legislature has granted substantial control over land use decisions to municipalities, the actions of local governments significantly influence the cost and availability of housing. Since having a diversity of housing options at different costs across all regions, cities, towns, and neighborhoods in the state is important for competitiveness and recruiting and retaining employees, promoting equity and fairness in public services, increasing access to educational and economic opportunities, and reducing the number of residents burdened by housing costs, all towns in Connecticut were directed in 2021 to prepare and file a plan for affordable housing development by no later than June 1, 2022, pursuant to amendments made under Public Act 21-29 to CGS Sec. 8-30j.

Public Act 21-29 also mandated that the CCDF develop “any recommendations (i) for guidance and incentives for compliance with (I) the requirements for affordable housing plans prepared pursuant to section 8-30j of the general statutes, as amended by this act, and (II) subdivisions (4) to (6), inclusive, of subsection (b) of section 8-2 of the general statutes, as amended by this act, and (ii) as to how such compliance should be determined, as well as the form and manner in which evidence of such compliance should be demonstrated”. The Municipal Affordable Housing Plans Work Group, which was made up of over twenty members with expertise in land use planning, housing finance, housing and tenancy advocacy, land use law, and housing research, was formed to develop statewide guidance on creating affordable housing plans for municipal land use commissions. However, towns were required to submit their plans prior to June 1, 2022, while the working group was still in the process of developing such recommendations. Thus, the working group decided to review all plans submitted as of November 1, 2022, as part of the drafting process, to identify examples of best practices, misunderstandings, and assumptions in real time.

### *Sewerage*

The CCDF was tasked with evaluating and reporting on wastewater and sewerage systems: “(i) Existing categories of discharge that constitute (I) alternative on-site sewage treatment systems, as described in section 19a-35a of the general statutes, (II) subsurface community sewerage systems, as described in section 22a-430 of the general statutes, and (III) decentralized systems, as defined in section 7-245 of the general statutes, as amended by this act, (ii) current administrative jurisdiction to issue or deny permits and approvals for such systems, with reference to daily capacities of such systems, and (iii) the potential impacts of increasing the daily capacity of such systems, including changes in administrative jurisdiction over such systems and the timeframe for adoption of regulations to implement any such changes in administrative jurisdiction”. The Sewerage Work Group consisted of 20 members with a variety of backgrounds. Over the course of several meetings, the group heard presentations from DEEP and DPH on subsurface sewage treatment and disposal and each agency’s roles and responsibilities within that scope. The working group also identified several key areas of concern with respect to sewerage, including environment, water quality, alternative treatment systems, and agency collaboration.

### *Model Code and Design Development*

Finally, the Commission was charged with “development of model design guidelines for both buildings and context-appropriate streets that municipalities may adopt, in whole or in part, as part of their zoning or subdivision regulations, which guidelines shall (I) identify common architectural and site design features of building types used in urban, suburban, and rural communities throughout this state, (II) create a catalogue of common building types, particularly those typically associated with housing, (III) establish reasonable and cost-effective design review standards for approval of common building types, accounting for topography, geology, climate change, and infrastructure capacity, (IV) establish procedures for expediting the approval of buildings or streets that satisfy such design review standards, whether for zoning or subdivision regulations, and (V) create a design manual for context-appropriate streets that complement certain building types, and (ii) development and implementation by the regional councils of governments of an education and training program for the delivery of such model design guidelines for both buildings and context-appropriate streets.” The 22-member Model Code and Design Development Work Group was organized to complete this task. Members of the working group had expertise and interest in development, land use planning, municipal government, and form-based codes.

The working group focused on form-based codes—an approach to land use regulation that places emphasis on the physical form of buildings and their relationship to public infrastructure, with the goal of redefining the public realm at the human scale, creating predictable rural, suburban, and urban environments that integrate a diversity of uses and building types. Form-based codes can effectively guide municipalities in developing housing options; reducing racial, ethnic, and/or economic inequity; streamlining the permitting process; and reducing development costs.

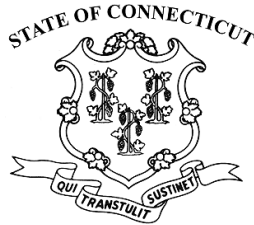
To better understand the implications of adopting model code guidelines for municipalities, the working group invited subject matter experts to present on topics of interest, including street design and the Smart Code approach. The group also divided into three sub-working groups to develop recommendations on specific aspects of the issue under their purview:

1. Development of model codes
2. Implementation guidance for municipalities
3. Development of model street design guidelines

## **APPENDICES**

- A. Public Act 21-29 Section 13 and Public Act 22-74 Section 22
- B. Commission Membership
- C. Working Group Membership
- D. CCDF Working Group Recommendations Chart
- E. Municipal Affordable Housing Plan Process and Content Recommendations

## **APPENDIX A**



*Substitute House Bill No. 6107*

### ***Public Act No. 21-29 Section 13***

***AN ACT CONCERNING THE ZONING ENABLING ACT, ACCESSORY APARTMENTS, TRAINING FOR CERTAIN LAND USE OFFICIALS, MUNICIPAL AFFORDABLE HOUSING PLANS AND A COMMISSION ON CONNECTICUT'S DEVELOPMENT AND FUTURE.***

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Sec. 13. (*Effective from passage*) (a) There is established a Commission on Connecticut's Development and Future within the Legislative Department, which shall evaluate policies related to land use, conservation, housing affordability and infrastructure.

(b) The commission shall consist of the following members:

(1) Two appointed by the speaker of the House of Representatives, one of whom is a member of the General Assembly not described in subdivision (7), (8), (9) or (10) of this subsection and one of whom is a representative of a municipal advocacy organization;

(2) Two appointed by the president pro tempore of the Senate, one of whom is a member of the General Assembly not described in

subdivision (7), (8), (9) or (10) of this subsection and one of whom has expertise in state or local planning;

(3) Two appointed by the majority leader of the House of Representatives, one of whom has expertise in state affordable housing policy and one of whom represents a town with a population of greater than thirty thousand but less than seventy-five thousand;

(4) Two appointed by the majority leader of the Senate, one of whom has expertise in zoning policy and one of whom has expertise in community development policy;

(5) Two appointed by the minority leader of the House of Representatives, one of whom has expertise in environmental policy and one of whom is a representative of a municipal advocacy organization;

(6) Two appointed by the minority leader of the Senate, one of whom has expertise in homebuilding and one of whom is a representative of the Connecticut Association of Councils of Governments;

(7) The chairpersons and ranking members of the joint standing committee of the General Assembly having cognizance of matters relating to planning and development;

(8) The chairpersons and ranking members of the joint standing committee of the General Assembly having cognizance of matters relating to the environment;

(9) The chairpersons and ranking members of the joint standing committee of the General Assembly having cognizance of matters relating to housing;

(10) The chairpersons and ranking members of the joint standing committee of the General Assembly having cognizance of matters

relating to transportation;

(11) Two appointed by the Governor, one of whom is an attorney with expertise in planning and zoning and one of whom has expertise in fair housing;

(12) The Secretary of the Office of Policy and Management;

(13) The Commissioner of Administrative Services, or the commissioner's designee;

(14) The Commissioner of Economic and Community Development, or the commissioner's designee;

(15) The Commissioner of Energy and Environmental Protection, or the commissioner's designee;

(16) The Commissioner of Housing, or the commissioner's designee; and

(17) The Commissioner of Transportation, or the commissioner's designee.

(c) Appointing authorities, in cooperation with one another, shall make a good faith effort to ensure that, to the extent possible, the membership of the commission closely reflects the gender and racial diversity of the state. Members of the commission shall serve without compensation, except for necessary expenses incurred in the performance of their duties. Any vacancy shall be filled by the appointing authority.

(d) The speaker of the House of Representatives and the president pro tempore of the Senate shall jointly select one of the members of the General Assembly described in subdivision (1) or (2) of subsection (b) of this section to serve as one cochairperson of the commission. The Secretary of the Office of Policy and Management shall serve as the other



cochairperson of the commission. Such cochairpersons shall schedule the first meeting of the commission.

(e) The commission may accept administrative support and technical and research assistance from outside organizations and employees of the Joint Committee on Legislative Management. The cochairpersons may establish, as needed, working groups consisting of commission members and nonmembers and may designate a chairperson of each such working group.

(f) (1) Except as provided in subdivision (2) of this subsection, not later than January 1, 2022, and not later than January 1, 2023, the commission shall submit a report to the joint standing committees of the General Assembly having cognizance of matters relating to planning and development, environment, housing and transportation and to the Secretary of the Office of Policy and Management, in accordance with the provisions of section 11-4a of the general statutes, regarding the following:

(A) Any recommendations for statutory changes concerning the process for developing, adopting and implementing the state plan of conservation and development;

(B) Any recommendations for (i) statutory changes concerning the process for developing and adopting the state's consolidated plan for housing and community development prepared pursuant to section 8-37t of the general statutes, and (ii) implementation of such plan;

(C) Any recommendations (i) for guidelines and incentives for compliance with (I) the requirements for affordable housing plans prepared pursuant to section 8-30j of the general statutes, as amended by this act, and (II) subdivisions (4) to (6), inclusive, of subsection (b) of section 8-2 of the general statutes, as amended by this act, and (ii) as to how such compliance should be determined, as well as the form and

manner in which evidence of such compliance should be demonstrated. Nothing in this subparagraph may be construed as permitting any municipality to delay the preparation or amendment and adoption of an affordable housing plan, and the submission of a copy of such plan to the Secretary of the Office of Policy and Management, beyond the date set forth in subsection (a) of section 8-30j of the general statutes, as amended by this act;

(D) (i) Existing categories of discharge that constitute (I) alternative on-site sewage treatment systems, as described in section 19a-35a of the general statutes, (II) subsurface community sewerage systems, as described in section 22a-430 of the general statutes, and (III) decentralized systems, as defined in section 7-245 of the general statutes, as amended by this act, (ii) current administrative jurisdiction to issue or deny permits and approvals for such systems, with reference to daily capacities of such systems, and (iii) the potential impacts of increasing the daily capacities of such systems, including changes in administrative jurisdiction over such systems and the timeframe for adoption of regulations to implement any such changes in administrative jurisdiction; and

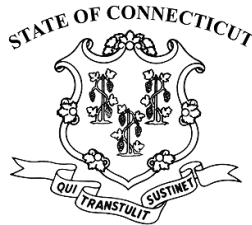
(E) (i) Development of model design guidelines for both buildings and context-appropriate streets that municipalities may adopt, in whole or in part, as part of their zoning or subdivision regulations, which guidelines shall (I) identify common architectural and site design features of building types used in urban, suburban and rural communities throughout this state, (II) create a catalogue of common building types, particularly those typically associated with housing, (III) establish reasonable and cost-effective design review standards for approval of common building types, accounting for topography, geology, climate change and infrastructure capacity, (IV) establish procedures for expediting the approval of buildings or streets that satisfy such design review standards, whether for zoning or subdivision

regulations, and (V) create a design manual for context-appropriate streets that complement common building types, and (ii) development and implementation by the regional councils of governments of an education and training program for the delivery of such model design guidelines for both buildings and context-appropriate streets.

(2) If the commission is unable to meet the January 1, 2022, deadline set forth in subdivision (1) of this subsection for the submission of the report described in said subdivision, the cochairpersons shall request from the speaker of the House of Representatives and president pro tempore of the Senate an extension of time for such submission and shall submit an interim report.

(3) The commission shall terminate on the date it submits its final report or January 1, 2023, whichever is later.

Approved June 10, 2021



***Substitute House Bill No. 5169***

***Public Act No. 22-74***  
***Section 22***

Sec. 22. Section 13 of public act 21-29 is repealed and the following is substituted in lieu thereof (Effective from passage):

(a) There is established a Commission on Connecticut's Development and Future within the Legislative Department, which shall evaluate policies related to land use, conservation, housing affordability and infrastructure.

(b) The commission shall consist of the following members:

(1) Two appointed by the speaker of the House of Representatives, one of whom is a member of the General Assembly not described in subdivision (7),

(8), (9) or (10) of this subsection and one of whom is a representative of a municipal advocacy organization;

(2) Two appointed by the president pro tempore of the Senate, one of whom is a member of the General Assembly not described in subdivision (7), (8), (9) or (10) of this subsection and one of whom has expertise in state or local planning;

(3) Two appointed by the majority leader of the House of Representatives, one of whom has expertise in state affordable housing policy and one of whom represents a town with a population of greater than thirty thousand but less than seventy-five thousand;

(4) Two appointed by the majority leader of the Senate, one of whom has expertise in zoning policy and one of whom has expertise in community development policy;

(5) Two appointed by the minority leader of the House of Representatives, one of whom has expertise in environmental policy and one of whom is a representative of a municipal advocacy organization;

(6) Two appointed by the minority leader of the Senate, one of whom has expertise in homebuilding and one of whom is a representative of the Connecticut Association of Councils of Governments;

(7) The chairpersons and ranking members of the joint standing committee of the General Assembly having cognizance of matters relating to planning and development;

(8) The chairpersons and ranking members of the joint standing committee of the General Assembly having cognizance of matters relating to the environment;

(9) The chairpersons and ranking members of the joint standing committee of the General Assembly having cognizance of matters relating to housing;

(10) The chairpersons and ranking members of the joint standing committee of the General Assembly having cognizance of matters relating to transportation;

(11) Two appointed by the Governor, one of whom is an attorney with expertise in planning and zoning and one of whom has expertise in fair housing;

(12) The Secretary of the Office of Policy and Management, or the secretary's designee;

(13) The Commissioner of Administrative Services, or the commissioner's designee;

(14) The Commissioner of Economic and Community Development, or the commissioner's designee;

(15) The Commissioner of Energy and Environmental Protection, or the commissioner's designee;

(16) The Commissioner of Housing, or the commissioner's designee; and

(17) The Commissioner of Transportation, or the commissioner's designee.

(c) Appointing authorities, in cooperation with one another, shall make a good faith effort to ensure that, to the extent possible, the membership of the commission closely reflects the gender and racial diversity of the state. Members of the commission shall serve without compensation, except for necessary expenses incurred in the performance of their duties. Any vacancy shall be filled by the appointing authority.

(d) The speaker of the House of Representatives and the president pro tempore of the Senate shall jointly select one of the members of the General Assembly described in subdivision (1) or (2) of subsection (b) of this section to serve as one cochairperson of the commission. The Secretary of the Office of Policy and Management shall serve as the other cochairperson of the commission. Such cochairpersons shall schedule the first meeting of the commission.

(e) The commission may accept administrative support and technical and research assistance from outside organizations and employees of the Joint Committee on Legislative Management. The cochairpersons may establish, as needed, working groups consisting of commission members and nonmembers and may designate a chairperson of each such working group.

(f) (1) Except as provided in subdivision (2) of this subsection, not later than January 1, 2022, and not later than January 1, [2023] 2024, the commission shall submit a report to the joint standing committees of the General Assembly having cognizance of matters relating to planning and development, environment, housing and transportation and to the Secretary of the Office of Policy and Management, in accordance with

the provisions of section 11-4a of the general statutes, regarding the following:

(A) Any recommendations for statutory changes concerning the process for developing, adopting and implementing the state plan of conservation and development;

(B) Any recommendations for (i) statutory changes concerning the process for developing and adopting the state's consolidated plan for housing and community development prepared pursuant to section 8-37t of the general statutes, and (ii) implementation of such plan;

(C) Any recommendations (i) for guidelines and incentives for compliance with (I) the requirements for affordable housing plans prepared pursuant to section 8-30j of the general statutes, as amended by [this act] public act 21-29, and (II) subdivisions (4) to (6), inclusive, of subsection (b) of section 8-2 of the general statutes, as amended by [this act] public act 21-29, and (ii) as to how such compliance should be determined, as well as the form and manner in which evidence of such compliance should be demonstrated. Nothing in this subparagraph may be construed as permitting any municipality to delay the preparation or amendment and adoption of an affordable housing plan, and the submission of a copy of such plan to the Secretary of the Office of Policy and Management, beyond the date set forth in subsection (a) of section 8-30j of the general statutes, as amended by [this act] public act 21-29;

(D) (i) Existing categories of discharge that constitute (I) alternative on-site sewage treatment systems, as described in section 19a-35a of the general statutes, (II) subsurface community sewerage systems, as described in section 22a-430 of the general statutes, and (III) decentralized systems, as defined in section 7-245 of the general statutes, as amended by [this act] public act 21-29, (ii) current administrative jurisdiction to issue or deny permits and approvals for such systems, with reference to daily capacities of such systems, and (iii) the potential

impacts of increasing the daily capacities of such systems, including changes in administrative jurisdiction over such systems and the timeframe for adoption of regulations to implement any such changes in administrative jurisdiction; and

(E) (i) Development of model design guidelines for both buildings and context-appropriate streets that municipalities may adopt, in whole or in part, as part of their zoning or subdivision regulations, which guidelines shall (I) identify common architectural and site design features of building types used

in urban, suburban and rural communities throughout this state, (II) create a catalogue of common building types, particularly those typically associated with housing, (III) establish reasonable and cost-effective design review standards for approval of common building types, accounting for topography, geology, climate change and infrastructure capacity, (IV) establish procedures for expediting the approval of buildings or streets that satisfy such design review standards, whether for zoning or subdivision regulations, and (V) create a design manual for context-appropriate streets that complement common building types, and (ii) development and implementation by the regional councils of governments of an education and training program for the delivery of such model design guidelines for both buildings and context-appropriate streets.

(2) If the commission is unable to meet the January 1, 2022, deadline set forth in subdivision (1) of this subsection for the submission of the report described in said subdivision, the cochairpersons shall request from the speaker of the House of Representatives and president pro tempore of the Senate an extension of time for such submission and shall submit an interim report.

(3) The commission shall terminate on the date it submits its final report or January 1, [2023] 2024, whichever is later.

Approved May 24, 2022

**APPENDIX B**  
**Commission Membership**  
**June 2021 to January 2023**

No.	Authority	Appointer	Specific Qualifications	Appointee
1	Senate President pro tempore	Looney, Martin A	A member of the General Assembly who is not a chairperson or ranking member of the Planning and Development, Environment, Housing, or Transportation Committees	Needleman, Norman, of Essex
2	Senate President pro tempore	Looney, Martin A	A member who has expertise in state or local planning	Lemar, Anika, of New Haven
3	Speaker of the House	Ritter, Matthew	A member of the General Assembly who is not a chairperson or ranking member of the Planning and Development, Environment, Housing, or Transportation Committees	Rojas, Jason, of East Hartford (C)
4	Speaker of the House	Ritter, Matthew	A representative of a municipal advocacy organization	Hamzy, Donna, of Unionville
5	Senate Majority Leader	Duff, Bob	A member who was expertise in zoning policy	Kleppin, Steven, of New Milford
6	Senate Majority Leader	Duff, Bob	A member who has expertise in community development policy	Daniels, Lamond, of Bridgeport
7	House Majority Leader	Rojas, Jason	A member who has expertise in state affordable housing policy	Gosselin, Kiley, of Avon
8	House Majority Leader	Rojas, Jason	A member who represents a town with a population of greater than thirty thousand but less than seventy-five thousand	Wenograd, Benjamin, of West Hartford
9	Senate Minority Leader	Kelly, Kevin C	A member who has expertise in homebuilding	Ugalde, Gregory, of Burlington
10	Senate Minority Leader	Kelly, Kevin C	A representative of the Connecticut Association of Councils of Governments	Pickering, Francis, of Southington
11	House Minority Leader	Candelora, Vincent J	A member who has expertise in environmental policy	<i>Vacant</i>
12	House Minority Leader	Candelora, Vincent J	A representative of a municipal advocacy organization	Gara, Elizabeth, of Durham
13	Chair		Senate Chairperson, Planning and Development Committee	Cassano, Steve
14	Chair		House Chairperson, Planning and Development Committee	McCarthy Vahey, Cristin



15	Ranking Member		Senate Ranking Member, Planning and Development Committee	Hwang, Tony
16	Ranking Member		House Ranking Member, Planning and Development Committee	Zullo, Joseph
17	Chair		Senate Chairperson, Environment Committee	Cohen, Christine
18	Chair		House Chairperson, Environment Committee	Gresko, Joseph
19	Ranking Member		Senate Ranking Member, Environment Committee	Miner, Craig
20	Ranking Member		House Ranking Member, Environment Committee	Harding, Stephen
21	Chair		Senate Chairperson, Housing Committee	Lopes, Rick
22	Chair		House Chairperson, Housing Committee	McGee, Brandon
23	Ranking Member		Senate Ranking Member, Housing Committee	Cicarella, Paul
24	Ranking Member		House Ranking Member, Housing Committee	Polletta, Joe
25	Chair		Senate Chairperson, Transportation Committee	Haskell, Will
26	Chair		House Chairperson, Transportation Committee	Lemar, Roland
27	Ranking Member		Senate Ranking Member, Transportation Committee	Somers, Heather
28	Ranking Member		House Ranking Member, Transportation Committee	Carney, Devin
29	Governor		An attorney with expertise in planning and zoning	Hollister, Timothy
30	Governor		A member who has expertise in fair housing	Kemple, Erin
31	Other		Secretary of the Office of Policy and Management or designee	Heft, Martin (C)
32	Other		Commissioner of Administrative Services or designee	Barkin, David
33	Other		Commissioner of Economic and Community Development or designee	Daum, Alexandra
34	Other		Commissioner of Energy and Environmental Protection or designee	Perry, Jennifer
35	Other		Commissioner of Housing or designee	Pincus, Randi
36	Other		Commissioner of Transportation or designee	Elder, David

(C) - denotes co-chair of the Commission

**Commission Membership  
January 2023 to January 2024**

No.	Authority	Appointer	Specific Qualifications	Appointee
1	Senate President pro tempore	Looney, Martin A	A member of the General Assembly who is not a chairperson or ranking member of the Planning and Development, Environment, Housing, or Transportation Committees	Needleman, Norman, of Essex
2	Senate President pro tempore	Looney, Martin A	A member who has expertise in state or local planning	Lemar, Anika, of New Haven
3	Speaker of the House	Ritter, Matthew	A member of the General Assembly who is not a chairperson or ranking member of the Planning and Development, Environment, Housing, or Transportation Committees	Rojas, Jason, of East Hartford (C)
4	Speaker of the House	Ritter, Matthew	A representative of a municipal advocacy organization	Hamzy, Donna, of Unionville
5	Senate Majority Leader	Duff, Bob	A member who has expertise in zoning policy	Kleppin, Steven, of New Milford
6	Senate Majority Leader	Duff, Bob	A member who has expertise in community development policy	Daniels, Lamond, of Bridgeport
7	House Majority Leader	Rojas, Jason	A member who has expertise in state affordable housing policy	Gosselin, Kiley, of Avon
8	House Majority Leader	Rojas, Jason	A member who represents a town with a population of greater than thirty thousand but less than seventy-five thousand	Wenograd, Benjamin, of West Hartford
9	Senate Minority Leader	Kelly, Kevin C	A member who has expertise in homebuilding	Ugalde, Gregory, of Burlington
10	Senate Minority Leader	Kelly, Kevin C	A representative of the Connecticut Association of Councils of Governments	Pickering, Francis, of Southington
11	House Minority Leader	Candelora, Vincent J	A member who has expertise in environmental policy	<i>Vacant</i>
12	House Minority Leader	Candelora, Vincent J	A representative of a municipal advocacy organization	Gara, Elizabeth, of Durham
13	Chair		Senate Chairperson, Planning and Development Committee	Rahman, MD
14	Chair		House Chairperson, Planning and Development Committee	Kavros DeGraw, Eleni
15	Ranking Member		Senate Ranking Member, Planning and Development Committee	Fazio, Ryan

16	Ranking Member		House Ranking Member, Planning and Development Committee	Zullo, Joseph
17	Chair		Senate Chairperson, Environment Committee	Lopes, Rick
18	Chair		House Chairperson, Environment Committee	Gresko, Joseph
19	Ranking Member		Senate Ranking Member, Environment Committee	Harding, Stephen
20	Ranking Member		House Ranking Member, Environment Committee	Callahan, Pat
21	Chair		Senate Chairperson, Housing Committee	Moore, Marilyn
22	Chair		House Chairperson, Housing Committee	Luxenberg, Geoff
23	Ranking Member		Senate Ranking Member, Housing Committee	Sampson, Rob
24	Ranking Member		House Ranking Member, Housing Committee	Scott, Tony
25	Chair		Senate Chairperson, Transportation Committee	Cohen, Christine
26	Chair		House Chairperson, Transportation Committee	Lemar, Roland
27	Ranking Member		Senate Ranking Member, Transportation Committee	Hwang, Tony
28	Ranking Member		House Ranking Member, Transportation Committee	Kennedy, Kathy
29	Governor		An attorney with expertise in planning and zoning	Hollister, Timothy
30	Governor		A member who has expertise in fair housing	Kemple, Erin
31	Other		Secretary of the Office of Policy and Management or designee	Heft, Martin (C)
32	Other		Commissioner of Administrative Services or designee	Barkin, David
33	Other		Commissioner of Economic and Community Development or designee	Chandy, Binu
34	Other		Commissioner of Energy and Environmental Protection or designee	Perry, Jennifer
35	Other		Commissioner of Housing or designee	Pincus, Randi
36	Other		Commissioner of Transportation or designee	Elder, David

(C) – denotes co-chair of the Commission

**APPENDIX C**  
**Working Group Membership**

*State and Municipal Statutory Plan Process*

Rep. Cristin McCarthy Vahey **(co-chair)**

Erin Kemple **(co-chair)**

Charles Gardener

James Basch

John Board

John Guskowski

Kathryn L. Braun

Kevin Alvarez

Kevin Kurian

Kyle Shiel

Lynn Haig

Mauren Goulet

Rachel DeScenza

Robert B. Hendrick Jr.

Savannah-Nicole Villalba

Stephen Saloom

Stewart “Chip” Beckett III

Eric Lindquist

Rebecca Augur

*State Consolidated Housing Plan*

Rep. Q Williams **(co-chair)**

Kiley Gosselin **(co-chair)**

Maybeth Morales-Davis

Roger Senserrich

Samuel Gold

Margarita Alban

Robert Boris

Shanyll Vargas

Will Viederman

Therese Eke

Anthony Ippoliti

Renita Lathrop

Marcia Franko

Jim Perras

Rebecca Augur

Anika Singh Lemar

David Elder

Zani Imetovski

*Municipal Affordable Housing Plans*

Rep. Roland Lemar **(co-chair)**

Timothy Hollister **(co-chair)**

Michael Chadukiewicz

Lamond Daniels

Matthew Danzer

Fionnuala Darby-Hudgens

Elizabeth Gara

Kiley Gosselin

Michael Hernandez

Melissa Kaplan-Macey

Claudette Kidd

Matthew Mandell

Emily McEvoy

Michelle O’Connor

Dr. Donald Poland

Richard Porth

Kathleen Randall

Bruce Wittchen

*Sewerage*

Sen. Christine Cohen **(co-chair)**

Donna Hamzy **(co-chair)**

David Elder

Matt Pugliese

Alicea Charamut

James Falconieri

William W. Neale

Daniel P. Lent

Alexis Harrison

Jerry Tougas

Lori Mathieu

David Potts

Thomas M. Armstrong

Nelson Malwitz

Bryan Tunney

Jennifer Perry

Jim Vannoy

Eric Lindquist

Robert Fusari Jr.

*Model Code Design and Development*

Rep. Joseph Zullo **(co-chair)**

David Barkin **(co-chair)**

Sean Ghio

Robert Maddox

Josh Lecar

Caitlin Palmer

Emmeline Harrigan

Bharat Gami

Peter Harrison

Gloria Gouveia

Caroline Nastro

Frank Taylor

Leslie Creane

Peter McGuinness

Marissa Dionne Mead

Philip S. Chester

Todd Dumais

Sandra Niesyn

Matthew Mandell

Steven Kleppin

Benjamin Wenograd

Gregory Ugalde

Francis Pickering

**APPENDIX D**  
**CCDF Working Group Recommendations Chart**

DATE ACTION TAKEN	WORK GROUP	RECOMMENDATION	ADDITIONAL NOTES	FINANCIAL IMPACT	ADMINISTRATIVE OR LEGISLATIVE ACTION REQUIRED	LEGISLATIVE COMMITTEE	PRIORITY LEVEL - IMMEDIATE OR FUTURE	DISCUSSED DATE	ASSIGNMENT / NEXT STEPS	INCLUDE IN FINAL RECOMMENDATION	NOTES
7/10/23	Consolidated Housing Plan	Require Regular State Housing Needs Assessments Every Five Years and Incorporate Findings	The state should Require Housing Needs Assessments Every Five Years and Incorporate Findings by setting clear, measurable targets, strategies and funding dissemination priorities aimed at meeting the most critical needs identified in those assessments.	part of process may need additional staff	administrative through DOH or Legislative	Housing	immediate - next consolidated plan 2025	6/12/23		YES 7/10/2023	review with housing bill passed
7/10/23	Consolidated Housing Plan	Tailor Plan to Communities	The Consolidated Plan should be Tailored to Communities, creating clear guidance and measurable targets for affordable housing preservation and development in rural, suburban, and urban communities that reflects the attributes unique to each that make housing development ideal or more challenging.	part of process may need additional staff	administrative through DOH or Legislative	Housing	immediate - next consolidated plan 2025	6/12/23		YES 7/10/2023	review with housing bill passed

DATE ACTION TAKEN	WORK GROUP	RECOMMENDATION	ADDITIONAL NOTES	FINANCIAL IMPACT	ADMINISTRATIVE OR LEGISLATIVE ACTION REQUIRED	LEGISLATIVE COMMITTEE	PRIORITY LEVEL - IMMEDIATE OR FUTURE	DISCUSSED DATE	ASSIGNMENT / NEXT STEPS	INCLUDE IN FINAL RECOMMENDATION	NOTES
7/10/23	Consolidated Housing Plan	Identify Opportunities and Incentives for Rehabilitation and Preservation	The Consolidated Plan Must Identify Opportunities and Incentives for Rehabilitation and Preservation of existing homes and buildings. Additionally, the Consolidated Plan should incorporate preservation targets for those existing deed restricted units reaching the end of their affordability term.	part of process may need additional staff	administrative through DOH or Legislative	Housing	immediate - next consolidated plan 2025	6/12/23		YES 7/10/2023	review with housing bill passed
7/10/23	Consolidated Housing Plan	Address Housing Quality and Healthy Homes	The Consolidated Plan should include incentives and identification of places where designated funding streams that support rehabilitation can be used to Address Housing Quality and Healthy Homes.	part of process may need additional staff	administrative through DOH or Legislative	Housing	immediate - next consolidated plan 2025	6/12/23		YES 7/10/2023	review with housing bill passed
7/10/23	Consolidated Housing Plan	Expand Evaluation of Prior Performance and Align it with AAP and CAPER	The Consolidated plan should Expand Evaluation of Prior Performance to include a detailed evaluation of performance on the affordable housing goals, actions, and metrics	part of process may need additional staff	administrative through DOH / OPM or Legislative	Housing	immediate - next consolidated plan 2025	6/12/23		YES 7/10/2023	review with housing bill passed

DATE ACTION TAKEN	WORK GROUP	RECOMMENDATION	ADDITIONAL NOTES	FINANCIAL IMPACT	ADMINISTRATIVE OR LEGISLATIVE ACTION REQUIRED	LEGISLATIVE COMMITTEE	PRIORITY LEVEL - IMMEDIATE OR FUTURE	DISCUSSED DATE	ASSIGNMENT / NEXT STEPS	INCLUDE IN FINAL RECOMMENDATION	NOTES
			consistent with recommendation 1 above.								
7/10/23	Consolidated Housing Plan	Non-Funding Housing Strategies and Alignment with Outside Actors and Plans	The Consolidated Plan could and should go beyond funding implementation goals and be a better vehicle for housing planning in the state by incorporating Non-Funding Housing Strategies and contemplating outside actors and plans.	need additional staffing	administrative through DOH or Legislative	Housing	immediate - next consolidated plan 2025	6/12/23		YES 7/10/2023	review with housing bill passed
7/10/23	Consolidated Housing Plan	Incorporate Input from People with Lived Expertise	To develop housing that is truly representative of the choice and needs of those it is serving, the planning and development of the Consolidated Plan should Incorporate Input from People with Lived Expertise of homelessness and housing insecurity.	compensation for expertise assistance	administrative through DOH or Legislative	Housing	immediate - next consolidated plan 2025	6/12/23		YES 7/10/2023	review with housing bill passed



DATE ACTION TAKEN	WORK GROUP	RECOMMENDATION	ADDITIONAL NOTES	FINANCIAL IMPACT	ADMINISTRATIVE OR LEGISLATIVE ACTION REQUIRED	LEGISLATIVE COMMITTEE	PRIORITY LEVEL - IMMEDIATE OR FUTURE	DISCUSSED DATE	ASSIGNMENT / NEXT STEPS	INCLUDE IN FINAL RECOMMENDATION	NOTES
1/9/23	State and Municipal Plans	Amend Section 16a-27 to eliminate the various mandates that have accumulated over the years and to clarify the breadth and focus of the Plan:	To establish a vision for sustainable development and conservation over the long term.	No	Legislative	P & D	Immediate	1/9/23	Referred to P&D Committee for Bill Submission. HB 6647 - Passed House / No Senate action	YES 7/10/2023	
1/9/23	State and Municipal Plans	Amend Section 16a-27 to eliminate the various mandates that have accumulated over the years and to clarify the breadth and focus of the Plan:	To set measurable objectives for state investments over five years to encourage appropriate use of physical, natural, social, and fiscal resources.	No	Legislative	P & D	Immediate	1/9/23	Referred to P&D Committee for Bill Submission. HB 6647 - Passed House / No Senate action	YES 7/10/2023	

DATE ACTION TAKEN	WORK GROUP	RECOMMENDATION	ADDITIONAL NOTES	FINANCIAL IMPACT	ADMINISTRATIVE OR LEGISLATIVE ACTION REQUIRED	LEGISLATIVE COMMITTEE	PRIORITY LEVEL - IMMEDIATE OR FUTURE	DISCUSSED DATE	ASSIGNMENT / NEXT STEPS	INCLUDE IN FINAL RECOMMENDATION	NOTES
1/9/23	State and Municipal Plans	Amend Section 16a-27 to eliminate the various mandates that have accumulated over the years and to clarify the breadth and focus of the Plan:	To encourage coordinated development by directing state resources administered to COGs and municipalities	No	Legislative	P & D	Immediate	1/9/23	Referred to P&D Committee for Bill Submission. HB 6647 - Passed House / No Senate action	YES 7/10/2023	
1/9/23	State and Municipal Plans	Amend Section 16a-28 to adjust process milestones	Enable more time for OPM to engage with stakeholders prior to submitting a first draft to the Continuing Committee – push to Dec. 1, 2023 (current “first draft” due Sept. 1, 2023)	No	Legislative	P & D	Immediate	1/9/23	Referred to P&D Committee for Bill Submission. HB 6647 - Passed House / No Senate action	YES 7/10/2023	

DATE ACTION TAKEN	WORK GROUP	RECOMMENDATION	ADDITIONAL NOTES	FINANCIAL IMPACT	ADMINISTRATIVE OR LEGISLATIVE ACTION REQUIRED	LEGISLATIVE COMMITTEE	PRIORITY LEVEL - IMMEDIATE OR FUTURE	DISCUSSED DATE	ASSIGNMENT / NEXT STEPS	INCLUDE IN FINAL RECOMMENDATION	NOTES
1/9/23	State and Municipal Plans	Amend Section 16a-28 to adjust process milestones	Provide more time to publish draft Plan to OPM website – push to May 1, 2024 (current requirement is March 1, 2024)	No	Legislative	P & D	Immediate	1/9/23	Referred to P&D Committee for Bill Submission. HB 6647 - Passed House / No Senate action	YES 7/10/2023	
1/9/23	State and Municipal Plans	Amend Section 16a-28 to adjust process milestones	Shorten public engagement period from five months to four months – consider changing from “public hearings” to referring the draft plan to COGs and municipalities for feedback	No	Legislative	P & D	Immediate	1/9/23	Referred to P&D Committee for Bill Submission. HB 6647 - Passed House / No Senate action	YES 7/10/2023	

DATE ACTION TAKEN	WORK GROUP	RECOMMENDATION	ADDITIONAL NOTES	FINANCIAL IMPACT	ADMINISTRATIVE OR LEGISLATIVE ACTION REQUIRED	LEGISLATIVE COMMITTEE	PRIORITY LEVEL - IMMEDIATE OR FUTURE	DISCUSSED DATE	ASSIGNMENT / NEXT STEPS	INCLUDE IN FINAL RECOMMENDATION	NOTES
1/9/23	State and Municipal Plans	Amend Section 16a-28 to adjust process milestones	Shorten time from three months to two months for revisions following public engagement to still meet Dec. 1, 2024, deadline of transmitting next Draft Plan to Continuing Committee	No	Legislative	P & D	Immediate	1/9/23	Referred to P&D Committee for Bill Submission. HB 6647 - Passed House / No Senate action	YES 7/10/2023	
1/9/23	State and Municipal Plans	Amend Section 16a-28 to adjust process milestones	Maintain requirements for public hearing by the Continuing Committee to conduct a public hearing prior to recommending to the General Assembly	No	Legislative	P & D	Immediate	1/9/23	Referred to P&D Committee for Bill Submission. HB 6647 - Passed House / No Senate action	YES 7/10/2023	
1/9/23	State and Municipal Plans	Amend Section 16a-28 to adjust process milestones	Require action by the General Assembly on any C&D Plan formally recommended by the Continuing Committee within three months, with inaction constituting an approval	No	Legislative	P & D	Immediate	1/9/23	Referred to P&D Committee for Bill Submission. HB 6647 - Passed House / No Senate action	YES 7/10/2023	

DATE ACTION TAKEN	WORK GROUP	RECOMMENDATION	ADDITIONAL NOTES	FINANCIAL IMPACT	ADMINISTRATIVE OR LEGISLATIVE ACTION REQUIRED	LEGISLATIVE COMMITTEE	PRIORITY LEVEL - IMMEDIATE OR FUTURE	DISCUSSED DATE	ASSIGNMENT / NEXT STEPS	INCLUDE IN FINAL RECOMMENDATION	NOTES
7/10/23	State and Municipal Plans	Further changes may be warranted as the C&D Plan gets developed, particularly to 16a-35c, Priority Funding Areas/ Locational Guide Map		No	Legislative / PA 21-29	Continuing Committee	Future	1/9/23		YES 7/10/2023	determine how locational mapping is determined
7/10/23	Sewerage	Conduct a data driven study of other state and county sewerage programs with a focus on O&ATS		Yes	administrative			7/10/23		YES 7/10/2023	
7/10/23	Sewerage	Development of municipal plans with infrastructure intersections.	Oversight/review of these plans by DEEP and DPH - COGs coordinating or potentially providing oversight	Staff time	administrative			7/10/23		YES 7/10/2023	
7/10/23	Sewerage	Better coordination between the DEEP and DPH.	State agency actions must be consistent with the State Plan of Conservation and Development (POCD) including the sewer extensions under the purview of DEEP and water extensions under DPH.	Staff time	administrative			7/10/23		YES 7/10/2023	

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7/10/23	Sewerage	Better coordination between the DEEP and DPH	Examine the rationale and clarify jurisdiction and enforcement authority over common ownership systems (7,500 gpd division)	X	Legislative PA 23-207 Sec 27	X	7/1/2025	7/10/23		YES 7/10/2023	
7/10/23	Sewerage	Better coordination between the DEEP and DPH.	Evaluation of the adequacy of resources for oversight and enforcement of failed systems, review of water pollution control plans and new permits. Develop statewide database system for all agencies	Yes	administrative			7/10/23		YES 7/10/2023	not to supersede federal requirements
7/10/23	Sewerage	Better coordination between municipal, state government and the COGs	Requiring water pollution control authorities to prepare and regularly update water pollution control plans at intervals to be determined	Local cost	legislative	Public Health		7/10/23		YES 7/10/2023	

DATE ACTION TAKEN	WORK GROUP	RECOMMENDATION	ADDITIONAL NOTES	FINANCIAL IMPACT	ADMINISTRATIVE OR LEGISLATIVE ACTION REQUIRED	LEGISLATIVE COMMITTEE	PRIORITY LEVEL - IMMEDIATE OR FUTURE	DISCUSSED DATE	ASSIGNMENT / NEXT STEPS	INCLUDE IN FINAL RECOMMENDATION	NOTES
7/10/23	Sewerage	Better coordination between municipal, state government and the COGs	Adding wastewater systems to the required infrastructure identified in municipal plans of conservation and development	No	legislative			7/10/23		YES 7/10/2023	
7/10/23	Sewerage	Better coordination between municipal, state government and the COGs	Requiring municipal plans of conservation and development and water pollution control plans to be consistent with the state POCD	No	legislative	P & D		7/10/23		YES 7/10/2023	

DATE ACTION TAKEN	WORK GROUP	RECOMMENDATION	ADDITIONAL NOTES	FINANCIAL IMPACT	ADMINISTRATIVE OR LEGISLATIVE ACTION REQUIRED	LEGISLATIVE COMMITTEE	PRIORITY LEVEL - IMMEDIATE OR FUTURE	DISCUSSED DATE	ASSIGNMENT / NEXT STEPS	INCLUDE IN FINAL RECOMMENDATION	NOTES
7/10/23	Sewerage	Education program for other treatment systems be explored and/or a testing and study center be implemented like those in Massachusetts and Rhode Island. The subcommittee doesn't deem it necessary, after consultation with DEEP and DPH, to test the viability, technology, or systems. However, using perhaps the scientific expertise at UCONN or CASE or potentially partnering with another testing facility such as the one in Barnstable County could be valuable in developing a program for education or training opportunities in collaboration with our state agencies.	education and outreach for municipal and public	consultant/ experts needed	administrative			7/10/23		YES 7/10/2023	



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7/10/23	Model Codes	Provide funding to engage a consultant or multiple consultants to develop voluntary model code guidelines for municipalities.	tool for municipalities	consultant/ experts needed	administrative		immediate	6/12/23		YES 7/10/2023	
7/10/23	Model Codes	Enhance land use planning capacity at the state level and provide sufficient resources to better integrate statewide objectives and local land use decisions. The Office of Responsible Growth (ORG) within the Office of Policy and Management should develop support and incentives to help improve planning practice in Connecticut, including the adoption of model code guidelines by local governments.		none	administrative		immediate	6/12/23		YES 7/10/2023	technical planning assistance

DATE ACTION TAKEN	WORK GROUP	RECOMMENDATION	ADDITIONAL NOTES	FINANCIAL IMPACT	ADMINISTRATIVE OR LEGISLATIVE ACTION REQUIRED	LEGISLATIVE COMMITTEE	PRIORITY LEVEL - IMMEDIATE OR FUTURE	DISCUSSED DATE	ASSIGNMENT / NEXT STEPS	INCLUDE IN FINAL RECOMMENDATION	NOTES
7/10/23	Model Codes	Facilitate the incorporation of best practices into municipal regulation, standards, and processes. Adoption of best practices, such as model code guidelines, is a challenge in part because local regulation, standards, and processes vary significantly – few practices can be adopted without some legwork translating those practices into a local framework.		grant funding	administrative		future	6/12/23		YES 7/10/2023	COG Assistance
7/10/23	Model Codes	Improve coordination to support effective and efficient plan implementation		none	administration		immediate	6/12/23		YES 7/10/2023	COG Assistance
7/10/23	Affordable Housing Plans	Direct towns, in a specific timetable, to revise their 2021-2022 plans considering the guidance stated in this report.		municipal cost	Legislative / PA 23-137			6/12/23		YES 7/10/2023	

DATE ACTION TAKEN	WORK GROUP	RECOMMENDATION	ADDITIONAL NOTES	FINANCIAL IMPACT	ADMINISTRATIVE OR LEGISLATIVE ACTION REQUIRED	LEGISLATIVE COMMITTEE	PRIORITY LEVEL - IMMEDIATE OR FUTURE	DISCUSSED DATE	ASSIGNMENT / NEXT STEPS	INCLUDE IN FINAL RECOMMENDATION	NOTES
7/10/23	Affordable Housing Plans	Specify which board/agency/commission has the responsibility to approve and administer the plan.		none	Legislative			6/12/23		YES 7/10/2023	
7/10/23	Affordable Housing Plans	Consider adopting specific recommendations in this report as action steps and timetables.		none	Legislative / PA 21-29			6/12/23		YES 7/10/2023	
7/10/23	Affordable Housing Plans	Require each updated report contain a checklist against the criteria stated in § VIII of this report.		minimal	Legislative			6/12/23		YES 7/10/2023	
7/10/23	Affordable Housing Plans	Require the Department of Housing to prepare and publish a model Affordability Plan, to demonstrate best practices for affordable housing administration. Topics could include how to handle capital improvements; comparability among		minimal	administrative - DOH			6/12/23		YES 7/10/2023	

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		units; determination of mortgage rates in affordable units for sale; utility cost calculations; and where to go online for median income and fair market rent data.									

**APPENDIX E**  
**Municipal Affordable Housing Plan Process and Content Recommendations**

**VIII. SUMMARY OF RECOMMENDATIONS AND BEST PRACTICES**

1. Appoint a committee to update the town's 2021-2022 plan, or draft its initial plan.
2. Appoint 5-10 people to serve, drawing on the areas of expertise recommended in § V.
3. Conduct a housing needs assessment.
4. Collect demographic and similar data aimed at identifying local and regional need for affordable housing.
5. While collecting data, assemble and distribute public education information about why affordable housing and an updated plan are important.
6. Focus on specific steps, specific areas or locations, and specific timetables and responsible parties.
7. Try to avoid verbs such as facilitate, consider, examine, review, and other non-specific words as "action items." Use concrete, specific words and timetables.
8. Bring the town's zoning regulations and plan of conservation and development into conformance with General Statutes § 8-2, as amended by Public Act 21-29. Specifically:
  - a. Promote economic diversity and housing choice.
  - b. Allow multi-family housing.
  - c. Adhere to the "affirmatively further" requirements of the federal Fair Housing Act.
  - d. Ensure the regulations do not intentionally or indirectly maintain or promote racial segregation.
  - e. Eliminate minimum floor area requirements in excess of the public health and building code.
  - f. Eliminate excessive parking requirements.
  - g. Conform to state law regarding alternative dwelling units, or if opting out, adopt regulations that promote ADUs.
  - h. Eliminate caps on the number or percentage of multi-family units.
  - i. Eliminate "town character" or similar phrases as a zoning approval criterion.
  - j. Eliminate excessive application fees.
  - k. Eliminate zoning approval criteria that refer to public school impact or property tax revenues.
9. Review all zones for what, if any, residential uses are allowed, and revise regulations that unnecessarily exclude residential.
10. Review all residential zones for roles that unnecessarily limit density.

11. Review the definition of “buildable land” and eliminate or reduce requirements.
12. Ensure that the zoning regulations provide for “middle housing,” noting that such housing (generally 2-3-4 attached unit structures) does not always require public sewer.
13. Review town rules on rehabilitation of existing structures and eliminate unnecessary restrictions.
14. Ensure that town regulations allow affordable housing to be proposed and pursued by for-profit in addition to non-profit and governmental entities.
15. Be sure the affordable housing plan identifies and promotes the most needed unit types, for the elderly, disabled, and lowest income households.
16. If the town imposes design standards on residential construction, review them for unnecessary added costs.
17. Review the town’s procedural requirements that go beyond state law and eliminate or mitigate those that add unnecessary time or cost.
18. Revise existing residential zones, including affordable housing zones, to ensure they are economically feasible, and practical to develop.
19. Review all non-residential zones to determine if residential or mixed use can be adapted.
20. Identify land proximate to public transportation and consider its suitability as higher-density transit-oriented zoning.
21. Consider regional housing needs in addition to local need and utilize the various sources of need calculation referred to in § V of this Report.
22. Review the town’s subdivision and wetlands regulations for unnecessary requirements that exceed state law and add unnecessary expense or delay.
23. Revise the town plan of conservation and development to be consistent with Public Act 21-29, and to ensure that at least its housing element is consistent with the Town’s affordable housing plan.
24. Review town ordinances and budget for direct financial assistance that can make existing residences more affordable.
25. Circulate a draft report for robust public comment.
26. Confirm who adopts the final plan.
27. After adoption, set a timetable for implementation and periodic review.