

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

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TOWN OF BOZRAH AFFORDABLE HOUSING PLAN

Proposed Plan of Work

September 3, 2020

Task 1 - Community Engagement

Survey: In SEPTEMBER, the Commission should make available an open-ended, online community survey. The survey can stay open throughout the planning process.

Public Meeting: In or around JANUARY, the Commission should hold a meeting to collect public comments and present known data, to gauge the needs and desires for housing in Bozrah.

Other Outreach: In or around JANUARY and coincident with the public meeting(s), a press releases should go out to the Norwich Bulletin, speaking about the planning process and asking for feedback to be directed to the Town Planner.

Task 2 - Commission Engagement

PZC Involvement: The Affordable Housing Plan should be a reoccurring item on each agenda. The Commission will receive draft sections of the plan, data analysis, and results the survey each month, whether or not a meeting is held. The Town Planner will collect feedback, which will be incorporated into the draft plan.

Task 3 - Existing Conditions Data Analysis

Needs Projection: In SEPTEMBER, the Town Planner will begin using appropriate data to develop “housing needs projections” based on population increase and demographic characteristics of new population (age, etc.). Regional and municipal-level data will both be useful.

Demographic Multipliers: In SEPTEMBER, SCCOG planners will begin creating regional “demographic multipliers” (the number of people by age per housing unit type) for the region.

Background Reports: By JANUARY, the Town Planner will distribute reports summarizing relevant data analysis. The Commission should provide thoughts and begin discussing goals and strategies.

Task 4 - Production and Adoption of the Plan

Report Draft: In or around FEBRUARY, the Commission will receive a pre-hearing draft plan, including draft goals and strategies developed by the Commission. Commissioners will provide additional comments. In APRIL, the Commission should vote to bring the plan to a MAY public hearing.

Public Hearing and Plan Adoption: The plan should be subject to a MAY public hearing, properly advertised and held. Following the public hearing, the Commission may consider public input and vote to adopt, or adopt with changes, the plan in JUNE.

Member Municipalities:

Bozrah * Colchester * East Lyme * Franklin * Griswold * Borough of Jewett City * City of Groton * Town of Groton * Lebanon * Ledyard * Lisbon * Montville * New London * North Stonington * Norwich * Preston * Salem * Sprague * Stonington * Stonington Borough * Waterford * Windham

If language assistance is needed, please contact SCCOG at 860-889-2324, office@seccog.org.

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PROPOSED TIMELINE

	Deliverables	Comm. Eng.			CE	ECDA			PAP	
		Surv	PM.	Oth.	PZC	NP	DM	BR	RD	PH
September 2020	-Discuss work plan with commission. Get feedback. -Send out survey to town website and TWIB. -Begin data collection.									
October 2020	-Continue data collection and analysis for Needs Projection and Demographic Multipliers. -Progress reports to PZC.									
November 2020	-Continue data collection and analysis for Needs Projection and Demographic Multipliers. -Progress reports to PZC.									
December 2020	-Continue data collection and analysis for Needs Projection and Demographic Multipliers. -Begin compiling Background Report. -Progress reports to PZC.									
January 2021	-Final Background Report to PZC. -Hold public meeting to present findings. -Press release re: plan.									
February 2021	-Draft to PZC. -PZC to discuss goals/strategies and begin finalizing draft plan content.									
March 2021	-PZC to discuss goals/strategies and begin finalizing draft plan content.									
April 2021	-PZC to discuss goals/strategies and begin finalizing draft plan content. Vote to send draft to public hearing in May.									
May 2021	-Public hearing. Collect public feedback.									
June 2021	-Take action to adopt/adopt with changes/reject plan.									

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