

*Regulations of Connecticut State Agencies*

TITLE 8. Zoning, Planning, Housing, Economic and Community Development and Human Re-

*Agency*

**Department of Housing**

*Subject*

**Connecticut Housing Partnership Program**

*Inclusive Sections*

**§§ 8-336f-1—8-336f-6**

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**Connecticut Housing Partnership Program**

**Sec. 8-336f-1. Definitions**

The following definitions apply to Sections 8-336f-1 through Sections 8-336f-6 of the Regulations of Connecticut State Agencies:

(a) “Activity” means any task, project or development that is initiated or sponsored by a local housing partnership that will result in the creation of additional affordable housing in the community. An activity may include the acquisition of property, infrastructure and site improvements, new construction or the rehabilitation of existing buildings, code enforcement measures, revisions to municipal building processes or land use regulations, physical design studies, or any other activity that the Commissioner may approve that is consistent with Section 1 (d) of P.A. 88-305.

(b) “Affordable housing” means housing including utility costs, for which persons and families pay thirty percent or less of their annual income, where such income is less than or equal to the area median income for the municipality in which such housing is located, as determined by the United States Department of Housing and Urban Development.

(c) “Commissioner” means the Commissioner of Housing.

(d) “Department” means the Connecticut Department of Housing.

(e) “Family” means a household consisting of one or more persons.

(f) “Local Housing Partnership” or “Partnership” means a local committee or task force formed by the chief elected official of a municipality pursuant to Public Act 88-305 to develop ways to increase the supply and availability of affordable housing in that municipality.

(g) “Municipality” means any city, or town.

(h) “Chief elected official” means the highest ranking elected town official. If there is no one person functioning in that capacity, then the town or city council or comparable body, or its chairperson or appointee, as appropriate, shall act in that capacity. For purposes of serving on the housing partnership, if there is no one official, the council, board or body must designate a representative to serve.

(Effective September 26, 1989)

**Sec. 8-336f-2. Program description**

(a) The Connecticut Housing Partnership Program authorizes the Commissioner to establish and administer a program for the purpose of encouraging the formation of local housing partnerships which will work with the community, the Department and other state agencies to identify and solve housing problems faced by the community and develop ways to increase the supply and availability of affordable housing within that community.

(b) Local housing partnerships shall be required to comply with the rules and orders promulgated from time to time by the Commissioner and consistent with the Connecticut General Statutes and these regulations governing the Connecticut Housing Partnership

Program.

(Effective September 26, 1989)

**Sec. 8-336f-3. Initial designation approval process**

(a) In order to receive an initial designation, a local housing partnership shall:

(1) Submit a copy of the ordinance, or resolution of the board of selectmen in any town in which the legislative body is a town meeting, which authorizes the formation of a local housing partnership;

(2) Submit evidence that the membership of the local housing partnership includes, but is not limited to the chief elected official of the municipality, and the following members appointed by the chief elected official: (1) representatives of the planning commission, zoning commission, inland wetlands commission, housing authority and any local community development agency; (2) representatives of the local business community; (3) representatives of public interest groups; and (4) local urban planning, land use and housing professionals; and

(3) Submit evidence that sufficient local resources have been committed to the local housing partnership.

(b) If the evidence of eligibility as submitted does not meet the requirements of subsection (a) above, the Commissioner shall so notify the partnership in writing, and may provide such aid as may be requested by the partnership to meet all eligibility requirements.

(c) Upon determination of eligibility, the local housing partnership shall be notified in writing by the Department that it has received an initial designation under the Connecticut Housing Partnership Program.

(Effective September 26, 1989)

**Sec. 8-336f-4. Technical assistance**

A local housing partnership which has received an initial designation shall be eligible to receive from the Department technical assistance which shall include, but not be limited to:

(a) the assignment of a primary contact person to work directly with the local housing partnership;

(b) obtaining assistance, when necessary, from other state agencies, regional planning agencies, regional housing councils and the Central Housing Committee, on behalf of the local housing partnership;

(c) assisting the local housing partnership in developing a comprehensive local housing strategy;

(d) assisting the partnership in identifying available local resources;

(e) discussing possible ways to create and preserve affordable housing through the use of conventional and alternative financing and through public and private land use controls;

(f) explaining the features and the types of financial assistance available under state housing programs; and

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(g) providing information and advice concerning available federal and private financial assistance for all aspects of housing development.

(Effective September 26, 1989)

**Sec. 8-336f-5. Development designation approval process**

(a) In order to receive a development designation, the local housing partnership shall be required to furnish the following:

- (1) A housing needs assessment for the municipality;
- (2) A proposal outlining the local housing partnership's priorities and long range plans to meet needs identified in the housing needs assessment that are consistent with regional housing needs;
- (3) Procedures for the development of a written proposal to achieve such priorities in accordance with long range plans;
- (4) Evidence that the local housing partnership has explored the availability of land suitable for the development of affordable housing
- (5) Evidence that the local housing partnership has reviewed zoning regulations that may restrict the development of affordable housing;
- (6) Evidence that the local housing partnership has identified changes necessary to zoning regulations that will remove restrictions to the development of affordable housing; and
- (7) Evidence that an activity to create additional affordable housing, as defined by these regulations, has been initiated in that municipality.

(b) The Commissioner may, from time to time, request additional information from the local housing partnership.

(c) Municipalities that are maintaining a balanced inventory of affordable housing may receive the same priority as a local housing partnership which has received development designation upon submission of the following:

- (1) Evidence that at least 10% of the existing housing units in the municipality are publicly-assisted low or moderate income housing, unless otherwise approved by the Commissioner;
- (2) Evidence that the municipality has zoned a reasonable amount of its land to permit multi-family housing;
- (3) A specific strategy with clearly identified actions and implementation schedules, to further facilitate the development of affordable housing; and
- (4) Any additional information which the Commissioner may, from time to time, request.

(d) Applications shall be approved or disapproved based on the submission of documentation required in Section 5 (b) or 5 (d) above that is satisfactory to the Commissioner.

(e) If an application for development designation is disapproved, the partnership or municipality shall be notified, in writing, of the reason(s) for the disapproval.

(f) If an application is approved, the Commissioner shall award the partnership or

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municipality development designation.

(Effective September 26, 1989)

**Sec. 8-336f-6. Terms and conditions of agreement**

(a) Following approval of the development designation, the State, acting by and through the Commissioner, may sign a letter of agreement with the partnership or municipality.

(b) Such agreement shall include, but not be limited to: the term of the designation, the programs under which the partnership or municipality may receive priority status or primary consideration; and the rights and obligations of the parties under the contract.

(c) Upon the signing of the letter of agreement, the Commissioner shall:

(1) give priority to any activity initiated or sponsored by the local housing partnership when awarding any financial assistance pursuant to any program administered by the Commissioner under the General Statutes; and

(2) notify the Commissioner of Environmental Protection in writing that a partnership has received development designation and such development designation shall therefore be considered a primary factor in awarding state financial assistance pursuant to Sections 7-131c to 7-131k, inclusive, of the General Statutes, and Sections 22a-475 to 22a-483, inclusive, of the General Statutes, as amended by Public Act 87-405 and Public Act 87-571.

(d) Any activity which is initiated or sponsored by a partnership and which is awarded state financial assistance, shall be conducted in accordance with all policies and regulations established by the State agency of cognizance and consistent with the General Statutes.

(Effective September 26, 1989)