



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

The Honorable
Mayor
City Hall
(Street Address)
(City/Town), CT 06XXX

Dear _____:

Sections 38 to 50, inclusive of Public Act 07-4 of the June Special Session authorized municipalities to create "incentive housing zones" and provided certain incentives to communities which created such zones.

The legislation also authorized the Secretary of the Office of Policy and Management to "make grants to municipalities for the purpose of providing technical assistance in the planning of incentive housing zones, the adoption of incentive housing zone regulations and design standards, the review and revision as needed of applicable subdivision regulations and applications to the secretary for preliminary or final approval"

On April 1, 2008, the Office of Policy and Management will begin accepting applications for technical assistance grants from communities seriously considering the establishment of incentive housing zones. In order to be considered for a technical assistance grant a community must submit:

- A project plan which describes (1) the proposed use of the grant funds; (2) the way in which the use of the funds will facilitate the creation of a housing incentive zone; and (3) a schedule for (a) the use of the funds; and (b) the establishment of the housing incentive zones.
- A certified resolution adopted by the Town's legislative body (or, in the case of a town where the town meeting is the legislative body, the Board of Selectmen) (1) authorizing submission of this grant application; and (2) identifying the individual authorized to sign the grant application and administer the grant.
- A certified resolution of the local zoning authority (1) endorsing the application for assistance; and (2) certifying that it will consider the creation of one or more housing incentive zones.

- An estimate of (1) the number of housing units in the housing incentive zone; and (2) the percentage of such units that will be affordable to those earning less than 120% of the area median income.

Grant awards will initially be limited to \$50,000 per community. Depending on the number of towns seeking technical assistance grants and the availability of funds, additional technical assistance grants may be made available in the future.

A copy of the technical assistance grant application is enclosed. Questions concerning the application or the grant program should be directed to: Dimple Desai at (860) 418-6412.

Sincerely,

Robert L. Genuario
Secretary