

# Municipal Planning Survey Results

1) Number of Municipalities participating in survey: 104

Comment: This equates to a 61% response rate among Connecticut municipalities.

2) Date that Municipal Plan of Conservation and Development was last adopted:

- 2010 16
- 2005-2009 44
- 2000-2004 40
- 1990-1999 4

Comment: Section 5 of PA 10-138 relieves municipal planning commissions from the obligation of having to prepare a municipal plan between July 1, 2010 and June 30, 2013, and also suspends the disqualification provision regarding discretionary state funding until July 1, 2014. This is expected to result in a large number of municipal plan updates being deferred during this period. As a result, the next State C&D Plan revision may need to rely on information from municipal plans that are greater than 10 years old. Furthermore, municipalities that expect to contract for professional planning services should consider the potential for supply/demand constraints among planning consultants, if the majority of affected municipalities decides to defer their plan updates.

3) Which of the following had primary responsibility for the preparation of your current municipal Plan?

- Planning and Zoning Commission 58
- Planning Commission 15
- City/Town Planner 11
- Regional Planning Organization (RPO) 2
- Ad Hoc Committee 11
- Other 7

4) Which of the following best describes your municipality's Geographic Information System (GIS) capacity?

- In-house staff handles all of our GIS needs 30
- Rely on the RPO for GIS services 17
- Rely on a private consultant for GIS services 21
- Do not have any GIS capacity 11
- Other 25

Comment: A large number of responders chose "Other" because they use some combination of private consultant GIS services or RPO assistance in managing data and developing GIS applications for use by in-house municipal planning staff. See related comment in #7.

5) In terms of your municipality’s planning capacity, how many full-time equivalent (FTE) staff do you have in each of the following categories? (e.g., 20 hrs/wk = 0.5 FTE)

	No Staff	0.1 - 0.5 FTE	>0.5 - 1.00 FTE	>1.0 - 2.0 FTE	>2.0 FTE
Professional Staff	19	10	45	15	15
Technical Staff	17	19	41	18	9
Admin Staff	14	20	44	17	9

Comment: For purposes of this analysis, FTE staff figures include a combination of municipal employees and contractual arrangements with either RPOs or other consultants. Approximately 30% of responding municipalities averaged between 0.0 and 0.5 FTE for each of the professional, technical and administrative staff categories, while 40% averaged between 0.5 and 1.0 FTE staff. Fewer than 30% of responding municipalities averaged greater than 1.0 FTE staff for each category.

6) In your opinion, which one of the following should be primarily responsible for working with OPM to help ensure that local priorities are considered during the next State C&D Plan revision process?

- Planning and Zoning Commission 28
- Planning Commission 7
- Chief Executive Officer 18
- City/Town Planner 43
- Planning Consultant 2
- Other 6

Comment: Although a majority of responders suggest that the municipal planner should be the primary point-of-contact with OPM, there is clearly a need for a coordinated approach that includes Planning/P&Z Commissions and CEOs (and perhaps others, such as WPCAs, etc.). Given the general limitations in professional planning resources identified in #5 above, OPM realizes that many municipalities will want to decide which type of approach works best for them at the appropriate time.

7) What is your preferred format for reviewing and commenting on the Locational Guide Map component of the next State C&D Plan?

- OPM mails hard copy (paper) 17
- OPM sends a PDF via e-mail 29
- OPM provides GIS data for evaluation 11
- OPM provides an interactive online or “web-based” GIS map 32
- Other 15

Comment: Responses under “Other” typically suggested some combination of the other four options. There does not appear to be a clear preference for how OPM should disseminate the Locational Guide Map for local review and comment.

8) Which method would you prefer that OPM staff use when it conducts initial outreach on the next State C&D Plan revision process?

- A workshop convened by your Regional Planning Organization with all of its member towns 52
- A statewide workshop sponsored by a professional organization or statewide association (i.e., CCM, COST, CCAPA) 4
- One-on-one meeting with OPM staff 22
- OPM provides a draft plan and map for local review and comment 18
- Other 7

Comment: There appears to be consensus that the most effective form of outreach is through RPO-sponsored workshops. Given OPM's limited staff resources, one-on-one meetings could be accommodated only when absolutely necessary.

9) Title of Survey Responder:

- Chief Executive Officer (Mayor, 1<sup>st</sup> Selectman, Town Manager) 29
- Planner/ZEO 64
- Planning/P&Z Commission Chairperson 9
- Planning Consultant/Other 2

Comment: OPM had hoped to reach more Planning/P&Z Commission Chairpersons.