



# Planning for Affordability Guidebook

Capital Region COG

January 26, 2021

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Regional Plan Association



**RPA is a non-profit research, planning, and advocacy organization.**

We are dedicated to improving the New York metropolitan region's economic health, environmental sustainability, and quality of life.



for handling cost were also poor, and when coupled to heavy store inventories the adverse harbor conditions for the delivery of tea here.

Albert Leston, agent conductor of the New York Steamship Company here for the last four weeks, sailed with Mrs. Conna for England, where he will remain only two weeks, going then to Rome. Mr. Conna said that he would return here by next Christmas.

Among others on the Coleridge were Sir Frederick Kenyon, Director of the British Museum, who has been lecturing in the United States for the last four weeks as the guest of the American Classical League; Colonel T. S. Robertson-Aikman, captain of the Scotch Curling team which has been competing with the leading teams in Canada and the United States; and with him Major Anthony, another member of the team, advised A. Potter Jr., Vice President of the Guaranty Trust Company. Charles B. Alexander, Miss Violet Wilder, daughter of General William E. Wilder, on her way to London to attend her sister's wedding, and twelve members of the Japanese silk mission.

Because of illness, twenty-six persons postponed their passages on the Coleridge.

To take the place of A. C. Boffert, a Vice President of the International Chamber of Commerce, who has been detained here, Lucian I. Thomas, a director of the Standard Oil Company of New York, was a passenger on the Landlord of the Red Star Line, which sailed yesterday for Plymouth, Cherbourg and Antwerp. Mr. Thomas will attend the convention in Rome this month.

Others on the Landlord were Haver Dodge, son of Cleveland H. Dodge, who goes back to the work as President of the American University at Beirut, Syria, after obtaining supplies here during the last four weeks; T. B. Hamilton, traffic manager of the Pennsylvania Railroad at Chicago; and Frank E. Murphy, Baltimore publisher. The Landlord also took on ten missionaries of the Monmouth Church on their way to Matani, in the Belgian Congo. The party, which is to be of three weeks, is headed by Miss Alma E. Dietrich and includes Miss Mera Webb, Miss Emma F. Reichert, Miss Theresa Gustafson, Mr. and Mrs. Henry Weiss, Mr. and Mrs. Ray Valentine and Mr. and Mrs. Henry Kufner.

Among the prominent passengers on the new Holland-American liner Volendam, which sailed yesterday, were, Carroll Van Wright and Mrs. Van Wright and Master Stuyvesant Van Wright, William H. Hare and Mrs. Hare, representative James D. Jerome of Monahan, C. Edward Pocher and Mrs. Pocher and Miss M. R. Pocher, Edward P. R. Vail, Mrs. Vail and Miss Elizabeth Vail, P. C. Hilar, Miss Lilian Reiberg and Mrs. Kathleen Reiberg, both Reibergs of the Metropolitan Opera Company, Mrs. Lillian M. Welton, Mrs. Rose E. Conston, W. L. Tedford, C. Otto Nelson, Mrs. Joseph Stoddell, Mrs. D. B. van Dyke and E. C. Carter.

The Steamship President of the United States Lines from Bremen, Southampton and London will dock this morning. The Harding is carrying a large number of large cargo boats to a radio from Captain Gresham.

On board the President Harding, among them Kaiser Matsumoto, Japanese Ambassador to Germany, Mrs. Hara, Commander in the Japanese Navy, and M. Iwano, representative of the Japanese Imperial Household.

Other passengers are: A. Lowenthal, Vice President of the William Fickling Company; Dr. F. R. Duggan, London physician; W. C. Thurston of the American Embassy at London; F. J. Grandfather, American naval attaché at the American Embassy in London; and Colonel Charles R. Forster, Washington.

The ship was advanced from March 8 to March 10 in order that it might be ready for the Piffu Pan American Conference, which is to be held in New York on March 25, may arrive at their destination in

## PLAN TO DEVELOP CITY AND ENVIRONS

Six Sector Chiefs Will Study Problem Affecting Area in 50-Mile Radius.

NO GOVERNMENT CHANGES

Housing, Transportation and Industrial Distribution Among the Subjects of Inquiry.

A definite start toward a constructive plan for the development of the metropolitan area within a radius of fifty miles from Battery Park, Manhattan, has been made by the Committee on the Plan of New York and Its Environs. The division of the environs of the city into six sectors and the assignment of an expert to make a study of each sector and submit a joint report, announcement of which was made last week.

It was explained yesterday at the offices of the committee, 180 East Twenty-second Street, that the plan did not contemplate any change in the structure of government of the various cities and other political units in the territory under consideration, but that the committee's intention was to try to bring about development through the co-operation of the various communities instead of permitting growth to come in haphazard fashion.

Men to Survey Six Sectors.

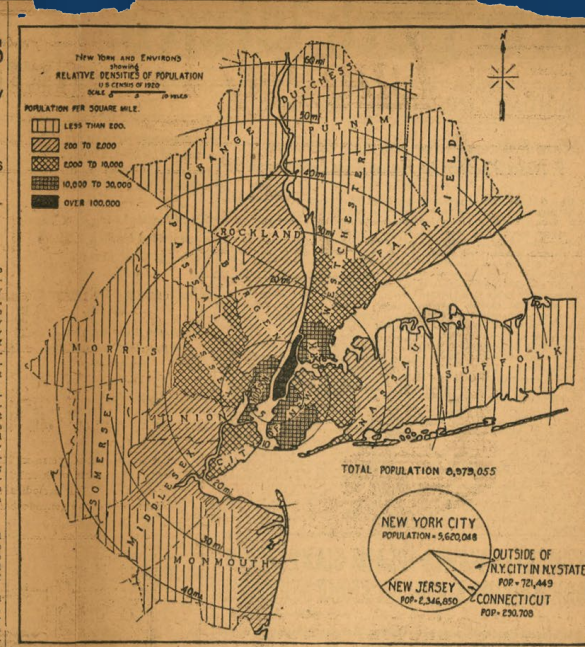
In this particular study the congested center of New York City will not be considered. The sectors into which the outlying territory has been divided and the man named to make the survey of each follow:

1. Nassau and Suffolk Counties and the undeveloped portion of Queens. Survey to be in charge of Frederick Law Olmsted of Olmsted Brothers, landscape architects. Mr. Olmsted has been associated with many city planning projects during the last thirty years.

2. Area north of the city and east of the Hudson River, including Westchester County and parts of Putnam County, New York, and Fairfield County, Connecticut. Survey in charge of Thomas Adams of Adams & Thompson, New York and London, lecturer on civic design at the Massachusetts Institute of Technology and town planning adviser to the Canadian Government.

3. Area west of the Hudson, comprising parts of Bergen County, New Jersey, and parts of the Hudson, comprising parts of Putnam and Dutchess Counties. Survey in charge of John Nolen, landscape architect of Cambridge, Mass.

4. Passaic County and parts of Bergen, Morris, Essex and Hudson Counties in New Jersey and parts of Orange and



nical Advisory Corporation, city planning consultant and municipal engineer; 3. Richmond County, New York, and parts of Middlesex, Monmouth and Somerset Counties, New Jersey. Survey in charge of Edward Bennett of Bennett, Parsons, Frost & Thomas, former partner of Daniel H. Burnham, with whom he took an active part in preparing the plan of Chicago.

Scope of study outlined.

For the guidance of its experts the committee at a recent meeting adopted a scope of study. The six experts were asked to ascertain the character of the regional city planning problems that need to be discussed in each sector and to discuss possible desirable solutions of these problems with some indication of their importance and urgency. They were also requested to suggest the

possible uses of land, the densities of population in the different sectors, and the problem of deconcentration. The general question of regional zoning and the distribution of industries, business and residences will be considered, with indications of probable future trends relating to safety of traffic and transit on such highways.

The surveys will also include observations regarding the location of new industrial areas and business and social centers that will receive considerable attention. The surveys will also include observations regarding the location of new industrial areas and business and social centers that will receive considerable attention.

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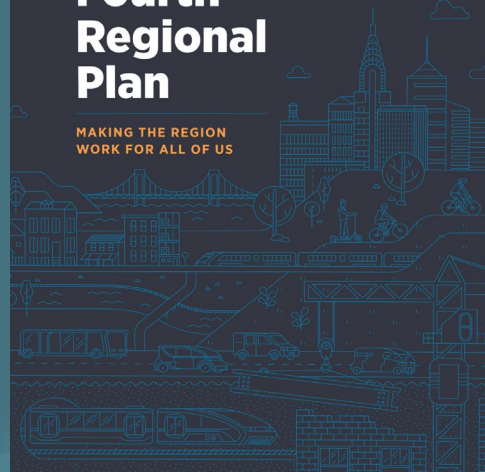
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# Our History

Since 1922, Regional Planning Association has prepared long-range plans for the tri-state region.

# The Fourth Regional Plan

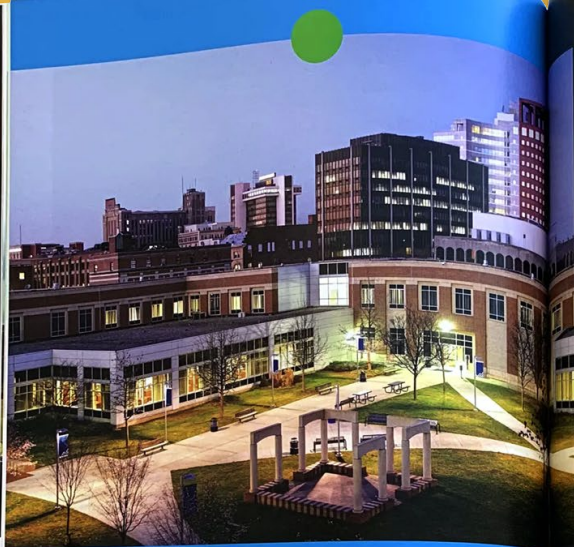
MAKING THE REGION  
WORK FOR ALL OF US



## Make the region affordable for everyone

Wherever they choose to live in the region, people seek many of the same things: an affordable home, a good job within commuting distance, safe streets, a healthy environment, and good schools. Yet rising housing costs and stagnant incomes are making these qualities increasingly hard to find in one place. More and more, residents must make difficult decisions between an affordable home and a good school, a better job or a safe environment; a community they value or one from which they may get displaced.

We need complete communities that are healthy, welcoming, and enjoyable places to live—as well as affordable. Constructing more new homes, especially near transit stations, is only the first step to make the housing market more stable and affordable. We should also make sure all neighborhoods include homes that are affordable for low-income households, and that fair housing regulations are enforced. We must also encourage diversified job growth in cities and downtowns throughout the region, while maintaining New York City's position as a leading global city and economic powerhouse that offers opportunities for all.



240 Provide affordable housing for all incomes, ages, races, and ethnicities

247 Expand access to more well-paying jobs

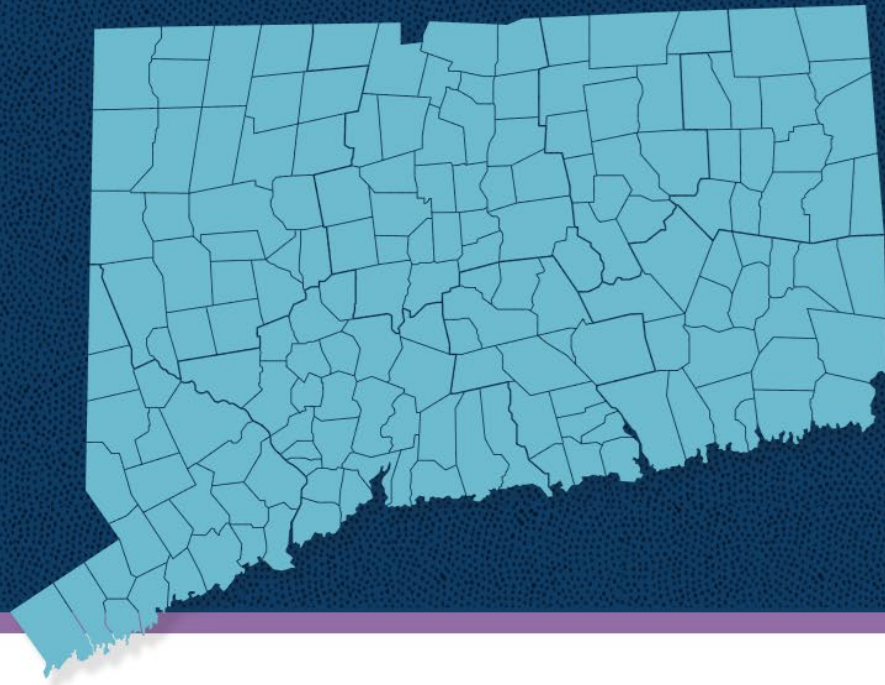
246 Support healthy and livable communities



# Planning for Affordability in Connecticut



**Affordable Housing Plan and  
Process Guidebook**



## Stakeholder engagement

### What we heard...

- There needs to be a local affordable housing committee
- Understanding housing need is an important first step
- Focus on diversity of housing types and more affordable units in every town
- Need to talk about seniors and young people staying in towns and also racial diversity and history of institutional racism
- Need to know what towns can do to guide development with developers rather than just responding to applications
- There is a tendency to talk about housing in isolation, to be successful, we need to put it in the context of planning
- Need to connect housing to the economy and also to equity & opportunity

# Survey

## Affordable Housing Needs in Connecticut

Thank you for taking the time to answer a few questions.

We have an opportunity to pursue housing equity in towns and cities across Connecticut, and we need your help. Connecticut Statute § 8-30j requires that all towns create an affordable housing plan every five years. Each town must submit an affordable housing plan by Spring 2022.

Regional Plan Association and the partners of the Fairfield County Center for Housing Opportunity are working with the CT Department of Housing to create a guidebook that will help municipalities create their own local affordable housing plans. The purpose of this survey is to better understand communities' needs, so that the Guidebook can provide housing professionals and municipal leaders with the tools they need to pursue housing equity through their local affordable housing plan.

Your input is critical to creating a guidebook that will be of value and use to your community. We very much appreciate you taking the time to share your thoughts with us.

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195 responses

# Survey results

The “Affordable Housing Needs in Connecticut” Survey gathered 195 responses from a geographically, racially, and socioeconomically diverse group of Connecticut stakeholders with varying connections to housing.

## Stakeholder Diversity:

- ☐ planning professionals
- ☐ government employees
- ☐ residents of affordable housing
- ☐ elected officials
- ☐ housing advocates and service providers
- ☐ concerned citizens
  - college students
  - homeowners
  - renters

## Respondents' Connection to Housing

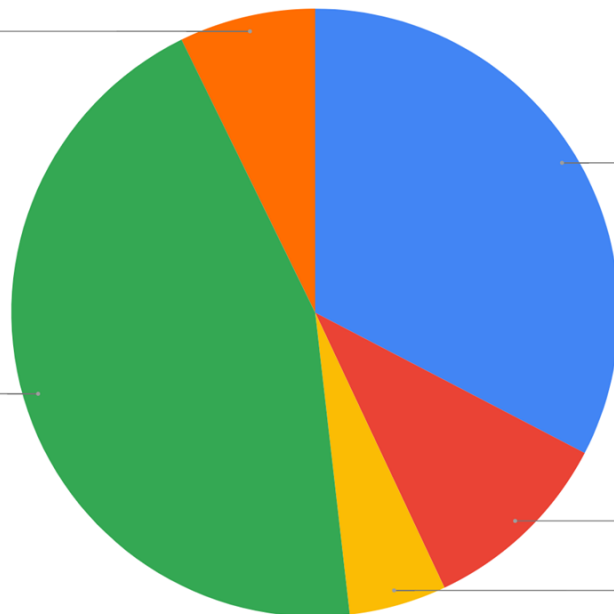
Resident of Affordable Housing  
7.3%

Planning or Government Professional  
44.6%

Housing Advocate (Non-Profit or Direct Services)  
32.6%

Concerned citizen  
10.4%

Elected Official  
5.2%

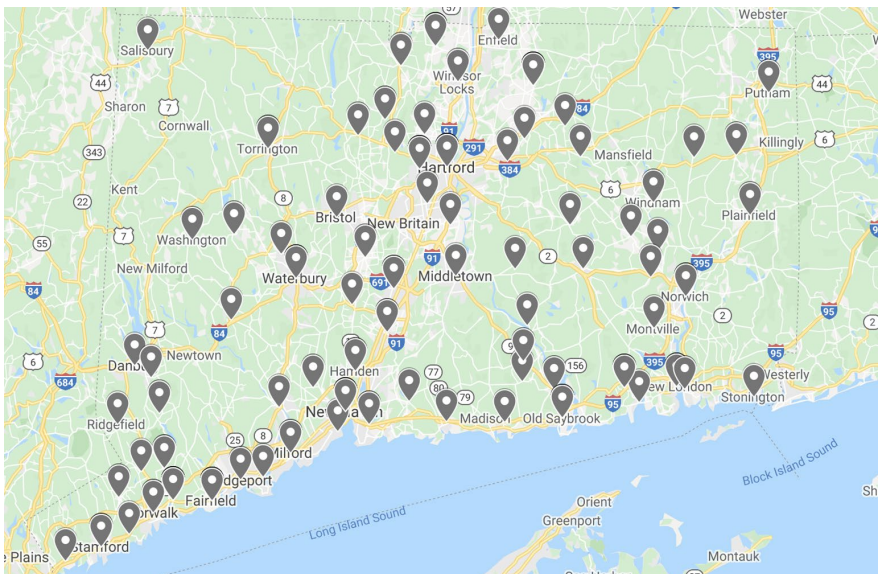




# Survey results

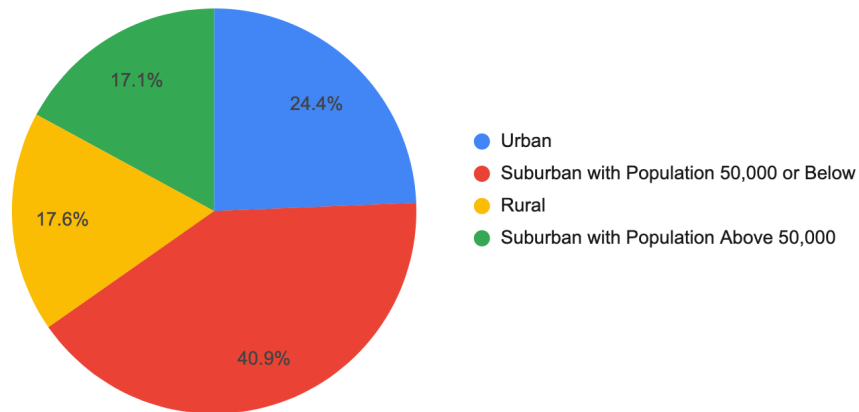
74 urban, suburban, and rural municipalities were represented in the survey responses.

## Geographic Diversity:



*Respondents' Geographic Distribution, RPA Survey Results*

Would you characterize the area you live in or serve as primarily:

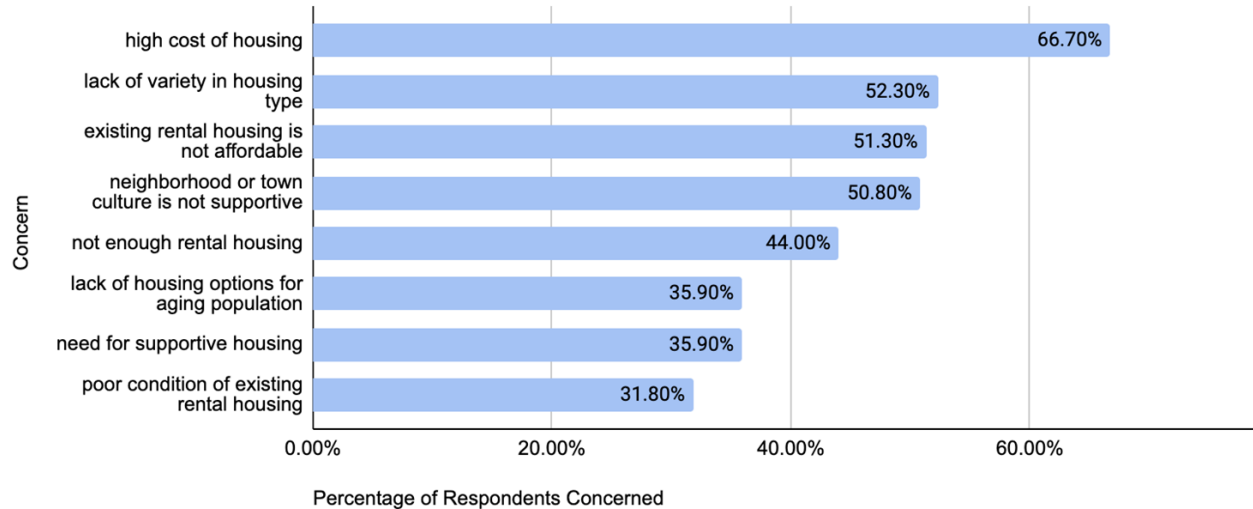


*Respondents' Community Size, RPA Survey Results*

# Survey results

When asked what the most pressing housing challenges were for their community, over 50% of respondents listed high cost, lack of variety in housing type, and unsupportive culture as chief concerns.

## Most Prevalent Housing Concerns



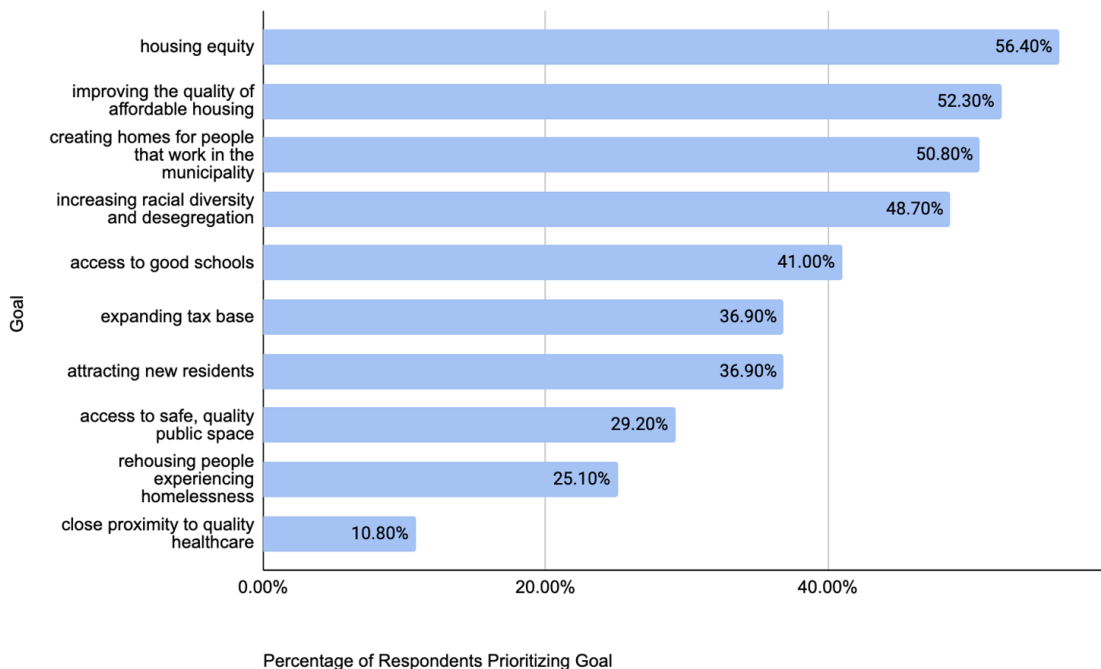
### Housing Concerns:

- ☐ 67% concerned with **high cost** of housing
- ☐ 51% concerned that their town's culture is not supportive of affordable housing

# Survey results

When asked to identify their community's top four housing goals, a majority of respondents pointed to pursuing housing equity, improving affordable housing quality, and creating homes for workers.

## Most Important Housing and Community Goals



## Housing Goals:

- ❑ 56.4% of respondents chose **Housing Equity** as one of their community's top 4 housing goals
- ❑ 49% of respondents want to prioritize increasing racial diversity and desegregation



# § 8-30j legislation

## Effective July 2017, with compliance by July 2022:

- At least once every 5 years every municipality must prepare or amend & adopt an affordable housing plan
- The plan must specify how the municipality intends to increase the number of affordable housing developments in the municipality
- A chance to talk about your town's history, values, and housing needs

# Planning for Affordability in Connecticut



Affordable Housing Plan and  
Process Guidebook



December 2020

## Affordable Housing Plan Checklist

### Planning Process

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | Establish leadership team/affordable housing committee            |
| <input type="checkbox"/> | Design & carry out community engagement & communications strategy |

### Plan Document

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Community values statement                 |
| <input type="checkbox"/> | History of affordable housing in your town |
| <input type="checkbox"/> | Housing needs assessment                   |
| <input type="checkbox"/> | Land use and zoning assessment             |
| <input type="checkbox"/> | Plan principles, goals & actions           |
| <input type="checkbox"/> | Implementation strategy                    |

# Plan Document

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# Building support for your affordable housing plan

## Creating an affordable housing committee

- Bring together local leaders to proactively plan for affordable housing
- Create a constituency of advocates for more affordability in the community
- Provide support to elected and appointed local officials on decision making related to affordable housing development

**Sidebar:** Town of Fairfield Affordable Housing Committee  
Town of Salisbury Affordable Housing Commission

# Building support for your affordable housing plan

## Creating an inclusive planning process and communications strategy

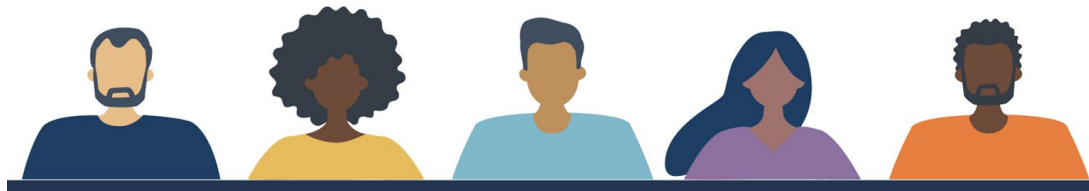
- Audience: How to identify your audience and be inclusive
- Tools: Mediums and platforms for reaching your audience (social media, digital communications, news media, printed materials, surveys)
- Engagement sessions and public meetings: Formats and protocols for in person and online events and engagement activities
- Accessibility and equity: Strategies to ensure communications and engagement methods reach and are heard by people of different abilities and socioeconomic, racial and cultural backgrounds

# Elements of an affordable housing plan

## Plan checklist:

- Community values statement
- History of affordable housing in your town
- Housing needs assessment
- Land use and zoning assessment
- Understanding your housing market
- Plan principles, goals and actions

Having a conversation with your community about what residents value is a great way to start the conversation around planning for the future.





# Community Values Statement

## Creating a positive narrative-

- Engage your community in a **conversation about values** as a jumping off point for your plan
- Values create and reinforce a **shared sense of purpose**
  - *Examples: equity, opportunity, health and wellbeing, sustainability, inclusivity, prosperity*
- Your values statement will serve as a **north star** as you develop your **affordable housing plan principles, goals and actions**
- As you are working to draft the elements of your plan, you can keep coming back to them, asking- ***Does this principle, goal or action advance our town's core values?***

# Housing needs assessment

## “How to” Data gathering and analysis

- Demographics
- Housing supply
- Economic indicators
- Gap analysis
  - Assessment of whether existing and projected housing will accommodate current and future housing needs
  - Analysis of relationship between housing costs and access to housing in your community

## Appendix: Data sources

# Land use and zoning assessment

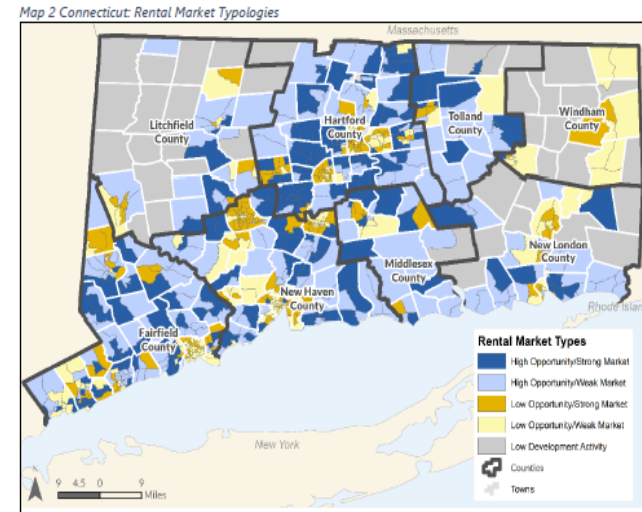
- Land use map highlighting lots in your town currently used for housing and other uses
- Identification of underutilized lots (parking in close proximity to transit, strip malls or office parks with high vacancy rates, vacant lots and/or vacant industrial sites, underutilized municipally-owned property)
- Zoning code review, identifying regulations applicable to residential and mixed use districts (minimum lot size, maximum coverage, special permit requirements, parking requirements)



# Understanding your housing market

## From CHFA's Housing Market Assessment, May 2020

- Market typologies for rental and home ownership markets
  - **Opportunity index** (high/low)- areas where new development will provide higher quality of life for residents with easy access to jobs and good schools
  - **Market activity score** (strong/weak) – classifies census tracts based on market activity
- Relationship between local market conditions and financial feasibility of development



# Plan Principles

## Connecting core values to housing affordability with common set of guiding principles

- General statements connected to values that serve as the basis for plan goals
- For example:
  - Our town is an inclusive community with a diversity of housing types that meet the needs of individuals and families at a range of incomes and stages of life.
  - Our town is an equitable community that strives to meet the housing needs of those who live here today and those who would like to live here in the future.
  - Our town is a thriving community with housing diversity that supports a sustainable economy.

# Plan goals

## Strategies for developing clear & actionable goals

- Refer to your housing needs assessment, land use and zoning analysis and documentation of outreach efforts and events to identify the most pressing needs in your community
- Refer to your community's values
- Be specific
- Preview strategies in your goal statement

## Themes and types of goals to consider

- Production
- Preservation
- Equity & access
- Think regionally

# Plan actions

## Implementation strategies

- Site identification
- Inclusionary zoning
- Zoning for multifamily and affordable housing near transit (including IHZs)
- Accessory dwelling units
- Parking requirements
- Funding
- Streamlined development review and approvals process
- Production incentives (density bonuses, tax abatements)
- Community land banks and community land trusts
- Deed restricted home ownership



# Thank you!

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