

## **Agenda Item Summary**

**To:** Policy Board

**From:** Heidi Samokar, Principal Planner

**CC:** Matt Hart, Executive Director

Caitlin Palmer, Director of Planning & Development

**Meeting Date:** September 24, 2025

**Subject:** Acceptance of Technical Assistance Funding from the CT Department of Housing (DOH)

**Background:** Last fall, CRCOG retained the services of Goman+York for the first phase of the Regional Housing Strategy. The Scope of Work included a housing development suitability assessment for three sites in our region. Staff solicited candidate sites from municipal officials and received 25 site submittals, spread across 11 communities, ranging from urban to suburban and rural communities.

To meet the high demand for this type of technical assistance, CRCOG applied for technical assistance funding from DOH to analyze additional sites and expand the analyses to include preparation of zoning amendments for some of the sites based on the results of the suitability analysis. DOH issued an award letter for \$67,000 that will enable 13 additional sites to be analyzed.

**Benefit to Member Towns/CRCOG:** Thirteen CRCOG municipalities will directly benefit from free technical assistance provided at no cost. We anticipate indirect benefits also. Lessons learned through the analyses should be applicable to other potential housing sites throughout the region.

**Financial/Operational Impact:** The only cost to CRCOG will be staff time managing the project. The funding will cover the cost for the consultant to provide these services.

**Project Schedule:** Work is expected to be completed by September 30, 2026.

**Recommendation:** Staff recommends approval of the Resolution to Accept a Department of Housing Technical Assistance Grant of \$67,000 to expand the scope of services for the Regional Housing Strategy.

**Attachments:**

- Proposed Resolution

**RESOLUTION TO ACCEPT DEPARTMENT OF HOUSING  
TECHNICAL ASSISTANCE GRANT FOR EXPANDING THE  
SCOPE OF THE REGIONAL HOUSING STRATEGY**

**WHEREAS**, CRCOG is currently conducting a Regional Housing Strategy to address housing needs in the region and has retained the services of Goman+York; and

**WHEREAS**, part of the current Scope of Work provides for a housing development suitability assessment for three sites in our region; and

**WHEREAS**, CRCOG received 25 site submittals from 11 municipalities for said analysis; and

**WHEREAS**, CRCOG applied to the CT Department of Housing (DOH) for \$67,000 in technical assistance funding to expand the scope of services to allow for an additional thirteen site analyses, with some funds set aside to assist with zoning amendments; and

**WHEREAS**, CRCOG has received an offer letter from DOH for the funding award; and

**WHEREAS**, Goman+York can perform the services through an amended contract;

**NOW, THEREFORE, BE IT RESOLVED**, that the CRCOG Policy Board authorize Matthew W. Hart, Executive Director, to execute on behalf of CRCOG an agreement with the CT Department of Housing and any addendums thereto and accept the grant funds for the purposes outlined above.

**CERTIFICATE**

I certify the above is a true copy of a resolution adopted by the Policy Board at its meeting held on September 24, 2025

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Jason Bowsza, Secretary