

**GLASTONBURY TOWN COUNCIL AGENDA
TUESDAY, MAY 23, 2023 – REGULAR MEETING
7:00 P.M. – COUNCIL CHAMBERS, TOWN HALL
2155 MAIN STREET, GLASTONBURY
WITH OPTION FOR ZOOM VIDEO CONFERENCING**

Council Members: Thomas P. Gullotta, Chairman; Lawrence Niland, Vice Chairman; Deborah A. Carroll; Kurt P. Cavanaugh; John Cavanna; Mary LaChance; Jacob McChesney; Whit Osgood; Jennifer Wang

PUBLIC HEARING AND ACTION ON PUBLIC HEARING – 8:00 P.M.

NO. 1 ACTION ON PROPOSED DRAFT AMENDMENTS TO SECTIONS 2, 3, 4, AND 12 OF THE BUILDING ZONE REGULATIONS AND SECTIONS 2 AND 3 OF THE SUBDIVISION REGULATIONS FOR INCLUSIONARY ZONING.

1. Roll Call.
 - (a) Pledge of Allegiance.
2. Public Comment.
3. Special Reports.
4. Old Business.
5. New Business.
 - (a) Action on Amendment to Purchase and Sale Agreement – 50-55 Nye Road.
 - (b) Action to establish a Council Subcommittee regarding the Nation's 250th birthday.
6. Consent Calendar.
 - (a) Action to transfer uncollected taxes to Suspense List – \$202,205.14.
 - (b) Action on proposal for the 2023 Neighborhood Assistance Act Program (set public hearing).
7. Town Manager's Report.
8. Committee Reports.
 - (a) Chairman's Report.
 - (b) MDC.
 - (c) CRCOG.
9. Communications.
10. Minutes.
 - (a) Minutes of May 9, 2023 Regular Meeting.
11. Appointments and Resignations.
12. Executive Session.
 - (a) Discussion of the selection of a site or the lease, sale or purchase of real estate.

THE REGULAR TOWN COUNCIL MEETING OF TUESDAY, MAY 23, 2023 WILL BE CONDUCTED IN PERSON WITH AN OPTION FOR ZOOM VIDEO CONFERENCING.

- The public may join the Zoom Video Conference as an Attendee (view and listen function only) as follows:

Join by Zoom Meeting Link:

<https://us06web.zoom.us/j/87163381031?pwd=WWJBNFpCQSswUWVvNHh0UDVOamh0UT09>

Join by Phone: +1 646 558 8656

Webinar ID: 871 6338 1031

Password: 227846

- **Public Comment** may be submitted at the following link no later than 2:00 p.m. the day before the meeting: www.glastonburyct.gov/TCpubliccomment
- **Public Hearing Comment** may be submitted at the following link no later than 2:00 p.m. the day before the meeting: www.glastonburyct.gov/testimony
- There is also the opportunity to give Public Comment as part of the virtual meeting if joining through the Zoom Meeting Link

The meeting will be broadcast in real time through Public Access Television Channel 16 and live video stream at the Town website or through the following link: www.glastonburyct.gov/video



Town of Glastonbury

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Jonathan K. Luiz
Town Manager

PUBLIC HEARING NO. 1
05-23-2023 Meeting

May 19, 2023

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Building Zone Regulations – Inclusionary Zoning

Dear Council Members:

A Council public hearing is scheduled for Tuesday evening on proposed amendments to Sections 2, 3, 4, and 12 of the Building Zone Regulations and Sections 2 and 3 of the Subdivision Regulations for Inclusionary Zoning. The proposed amendments were favorably recommended by the Town Plan and Zoning Commission, who held public hearings at meetings of April 4, April 18, and May 2, 2023.

As part of discussions at the May 9th meeting, Council requested additional information and detail be provided in this matter. In response to that request and for Council's further consideration, attached is a memo with supporting materials from Director of Planning and Land Use Services Shelley Caltagirone.

The following is provided for Council consideration on Tuesday evening:

"BE IT RESOLVED, the Glastonbury Town Council hereby directs the Community Development staff to revise the inclusionary zoning amendments to exclude the following: (1) subdivisions creating single-family residential lots; (2) a fee-in-lieu alternative to construction of affordable dwelling units; and (3) a density bonus for higher percentages of inclusionary dwelling units, as described in a report by the Town Manager dated May 19, 2023."

I have asked Shelley Caltagirone to attend Tuesday evening's meeting to participate accordingly. Additional information can be provided as may be requested.

Sincerely,

Jonathan Luiz
Glastonbury Town Manager

JL/sal
Attachments



Town of Glastonbury

Community Development

TO: Jonathan Luiz, Town Manager

FROM: Shelley Caltagirone, Director of Planning and Land Use Services *SK*

DATE: May 19, 2023

RE: **Inclusionary Zoning Regulations**

At the May 9, 2023 Town Council meeting, the Council discussed draft inclusionary zoning regulations recommended by the Town Plan and Zoning Commission (TPZ). The Council then directed the Town Manager and Community Development staff to develop a proposed work plan for addressing their questions and concerns regarding the draft amendments to the Subdivision and Re-Subdivision Regulations (SRR) and the Building-Zone Regulations (BZR). In addition to the draft workplan, staff has gathered additional information for the Council's consideration, including information from the TPZ hearings, suggested draft regulation sections to take up at a future date, and a draft motion requested by the Council. Please find the following attachments:

1. A draft workplan outlining research to be undertaken regarding the legal framework for inclusionary zoning, the economic effects of inclusionary zoning, and further zoning analysis.
2. Consolidated considerations and staff responses prepared for the TPZ public hearings, which address, in part, some of the questions raised during the May 9th hearing.
3. A copy of the TPZ recommended amendments with text highlighted that could be deleted if the Council chooses to take an incremental approach to inclusionary zoning, starting with a narrower regulation change that can be built upon in the future.
4. A draft motion for Council consideration, directing Community Development staff to revise the inclusionary zoning amendments to exclude the following: (1) subdivisions creating single-family residential lots; (2) a fee-in-lieu alternative to construction of affordable dwelling units; and, (3) a density bonus for higher percentages of inclusionary dwelling units.

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2023 MAY 18 AM 11:44
TOWN MANAGER

Attachment 1:

Inclusionary Zoning Research Workplan

The following draft workplan outlining research to be undertaken regarding the legal framework for inclusionary zoning, the economic effects of inclusionary zoning, and further zoning analysis. Also included for reference are the Council questions from the May 9, 2023 hearing.

Legal Analysis:

The Town should seek legal opinion on the following questions regarding inclusionary zoning:

1. Do affordable units have to be comparable in size, quality, bedroom number, etc.? This was answered by Town Attorney previously, who stated that there is not a requirement unless it is an 8-30g project (see attachment 2). May need further explanation.
2. Regarding the fee in-lieu, who would collect those and who would administer the spending? Consider drafting a program plan.
3. Can the Town create a conveyance tax on real estate transactions that would fund an Affordable Housing Trust Fund? Who would pay the tax – buyer or seller?
4. What are the Town's limitations on using preferences in an affordable housing program? Do any federal or state funding sources prohibit preferences? Would prioritization of teachers, Fire/EMS personnel, etc. violate federal fair housing laws?
5. Who enforces the deed restriction and ensures a deed restricted property is sold to an eligible buyer?
6. What are the legal differences in selling a deed restricted buildable lot versus a deed-restricted developed lot?
7. Can we structure the inclusionary zoning requirement to allow the Town or the GHA the right of first refusal to purchase the affordable units if the seller is not able to find a buyer right away?

Economic Analysis:

The Town should seek economic analysis in the following areas regarding inclusionary zoning:

1. What is the existing cost of development in Glastonbury across multiple residential development types (ex. 10-lot subdivision with single-family development; 10-unit apartment building (mixed or single-use); 10-unit townhouse development; same types at 20 units, 30 units, etc. up to 150 units)
2. Research should include:
 - a. developer interviews
 - b. pro forma examples
 - c. explanation of financing and market constraints
 - d. explanation of public water/sewer versus well/septic cost constraints

3. What is the projected cost of development across multiple development sizes/types at various levels of inclusionary zoning, for example:
 - a. At 10%/10 threshold
 - b. At 20%/10 threshold
 - c. At 10%/10 threshold with density bonus of 25%
 - d. At 10%/10 threshold with density bonus of 50%
 - e. At 30% meeting 8-30g project requirements
4. What are the impacts of affordable housing development and increased zoned density to property values? Analyze potential land value impacts of expanding multifamily development via Special Permit to residential zones (excluding Country Residence) assuming similar density as approved via PADs historically.
5. What is the ideal percentage affordable units that would trigger the density bonus, and how do we determine the right bonus percentage?
6. What would be the monetary value of various process incentives intended to streamline review times?

Zoning Analysis:

The Town should seek further zoning analysis in the following areas regarding past development patterns:

1. List of existing PADs that allow multifamily development.
2. More information about what other Towns have done for inclusionary zoning, including interviews with each Town on success/challenges of programs and how their Affordable Housing Trust funds have been used.
3. Propose suggested densities for proposed multifamily development expansion into Residential zones, providing real life examples of proposed density, potential site plan examples, and mapping of existing lots with sufficient acreage for multifamily development
4. What would be the monetary value of various process incentives intended to streamline review times?

Council Questions:

Councilor Carroll:

1. Had a question about whether single family affordable units in a subdivision would have to be comparable to the market rate units in that subdivision.

Councilor Cavanaugh:

2. Regarding the fee in-lieu, who would collect those and who would administer the spend?
3. Does the Town of Glastonbury have the legal authority to impose an extra conveyance tax on properties with the revenue going towards affordable housing programs?
4. He wanted an outside analysis conducted by the Town Attorney and economists.
5. He had inquired about a list of PADs in town that pertained to discussion.
6. Towards end of discussion, he requested it be determined what questions will need Town Attorney opinion.
7. The discussion he had with Shelley regarding any outside analysis by a consultant or the economic impacts – what type of avenues we can take to get those answered?

Councilor Cavanna:

8. If this were to be done in a residential area, to set up the properties so you can cluster (more living space on those properties), in terms of land preservation he is concerned it will drive value of property up so that Town won't be able to compete to purchase. Tom mentioned it might have to do with where the sewer and water lines are but Shelley mentioned would need economic analysis to answer fully.
9. Regarding the percentage of the sale price when selling the land, who would be paying the money into the Trust – the seller?

Councilor Gullotta:

10. We should examine how inclusionary zoning has worked in other Connecticut towns. (“A deeper dive of what sister communities are doing so that we can try to emulate.”)
11. Towards end of discussion Mr. Gullotta asked for 2 work plans: 1 – Develop a work plan for dealing with multi-family, apartment houses, a change to PAD that would permit multi dwellings and 2 – Is much more complicated one in terms of looking at single-family subdivisions, what you think would be necessary to do it and do it right.

Councilor McChesney:

12. Do federal grants for affordable housing prohibit the use of housing preferences?
13. Who would make sure a deed restricted property is sold to an eligible buyer?

Councilor Niland:

14. We need more economic analysis – do we need said economic analysis before the public hearing?
15. Can we get compilation on what we need to look at? i.e. economic analysis, definitions of terms, list of recommended further research proposed to explore, etc.

Councilor Osgood:

16. Did we look at price of construction and price of a lot and what can actually be built and still make that qualification?
17. I think it is safe to say that we need a legal opinion on preferences for tenant/buyer other than percent of median income.
18. If a fee in lieu were to be included, the amount would have to be determined prior to adoption and the administration and use of the trust fund delineated.
19. Our prior housing ownership program failed because sellers did not want to lose potential equity. How do we overcome this? Are deed restrictions enforceable and by who?
20. Draft does not address issue of a subdivision with lots sold versus houses. What would be an affordable lot and how would it be preserved as affordable. Is ordinance limited to for sale finished units?
21. I would note that ordinance does not include a transfer tax so for the time being this is irrelevant.
22. I would also note that increasing development potential, eg number of units or lots, generally increases property value, but impact of affordable component needs to be considered.

Councilor Wang:

23. Would prioritization of teachers, Fire/EMS personnel, etc... violate federal fair housing laws? My concern centers around preference for current and/or former residents of Glastonbury. I'm not as concerned about the prioritization of teachers, fire/EMS personnel, and other town staff etc, though I think a legal opinion on any of the proposed preference categories would be wise.
24. Can we structure the inclusionary zoning requirement to allow the Town or the GHA the right of first refusal to purchase the affordable units if the seller is not able to find a buyer right away?
25. How would the density bonus work? Specifically, how do we determine the ideal % affordable units that would trigger the density bonus, and how do we determine the right bonus %?
26. Inquired about process-based incentives, i.e. fast tracking of permits or other incentives (jump the line for review process) to the developer. Clarification: this kind of incentive would be for increasing the % affordable units above the baseline 10%, as an addition or alternative to the density bonus.

Attachment 2:

Background

State Statutes

The 2012 Connecticut General Statutes (Title 8 - Zoning, Planning, Housing and Economic and Community Development, Chapter 124 – Zoning, Section 8-2i) define “Inclusionary zoning” as follows:

As used in this section, “inclusionary zoning” means any zoning regulation, requirement or condition of development imposed by ordinance, regulation or pursuant to any special permit, special exception or subdivision plan which promotes the development of housing affordable to persons and families of low and moderate income, including, but not limited to, (1) the setting aside of a reasonable number of housing units for long-term retention as affordable housing through deed restrictions or other means; (2) the use of density bonuses; or (3) in lieu of or in addition to such other requirements or conditions, the making of payments into a housing trust fund to be used for constructing, rehabilitating or repairing housing affordable to persons and families of low and moderate income.

The Statues go on to provide the Glastonbury Town Council with the following authority:

Notwithstanding the provisions of any special act, any municipality having zoning authority pursuant to this chapter or any special act or having planning authority pursuant to chapter 126 may, by regulation of the body exercising such zoning authority, implement inclusionary zoning regulations, requirements or conditions.

Related Town Policy

Plan of Conservation and Development 2018-28

The Town’s Plan of Conservation and Development (POCD) established policies supporting affordable housing for individuals and families; diverse housing opportunities, particularly for seniors, including accessory dwelling units; universal design; and housing opportunities in the Town Center.

Affordable Housing Plan 2022-2027

The goal of the Town’s Affordable Housing Plan is to increase housing diversity and affordability throughout Glastonbury to meet the housing needs of households of all ages, sizes, incomes, and characteristics. To achieve this objective, Glastonbury has a specific goal to increase and maintain the number of qualified housing units under the State’s Affordable Housing Appeals law to greater than 6% of its housing stock by 2027. This equates to approximately 105 additional affordable units to be provided through both private and public investments in a variety of sources including governmentally assisted units, deed restricted units, Connecticut Housing Finance Authority (CHFA) mortgages and tenant-based rental assistance.

This proposed amendment aligns with Strategy 3.1 Encourage the development and implementation of regulations intended to result in the construction of deed-restricted affordable housing, both rental and ownership units (inclusionary zoning). This is one among roughly 20 strategies proposed in the plan.

Other Towns

No proposed inclusionary zoning CRCOG referrals were noted for 2023. Staff has found inclusionary zoning regulations for New Haven, Darien, Simsbury, Tolland, and Ridgefield. Inclusionary rates and applicability varied widely amongst these examples. (See table at end of document.)

Considerations

1. **Geographic applicability of inclusionary zoning.**

Under the proposed draft, the inclusionary regulations would apply in Residential zones where a Planned Area Development (PAD) or subdivision is proposed and where Multiple Dwelling uses are permitted, that is, in Town Center and Adaptive Redevelopment Zones.

2. **Inclusionary Rate.**

The proposed rates are comparable with other towns in Connecticut and municipalities nationally. Rates can range from 5% to as high as 30%. The national average was reported to be 16% in 2021 by Grounded Solutions Network.

3. **In-Lieu Fee Option.**

An “in-lieu” fee would allow a developer to opt into paying a fee deposited into a Town Affordable Housing Trust Fund rather than constructing affordable units. This option could be a beneficial way for the Town to raise funds for future Affordable Housing while allowing flexibility for developers. This fee may be desirable for subdivision developments where the price per unit of single-family or two-family dwellings would be relatively high compared to multifamily developments permitted in Town Center or in PAD developments. Creation of an in-lieu fee option would require substantial planning and investment from the Town to create the necessary financial and staffing structure to administer such a program.

4. ***What are the ranges of fees-in-lieu across the state?***

Staff identified 4 towns across the state that allow fees-in-lieu of affordable housing constructed on-site. Fees ranged from \$50,000 to \$210,000 per unit or as a percentage of Area or State Median Income ranging from 220% - 370%. Three of the four programs were established in the past 2 years, and no information was available online regarding funds received or allocated from these fees. Please see the attached comparison table of inclusionary housing programs across the state.

5. **Affordability Program Administration.**

In the previous draft forwarded to CRCOG, the Glastonbury Housing Authority was named as the administrator of the Affordable Housing lots or dwelling units. Based upon discussions with the Authority about the legal restrictions placed upon its operations, staff has recommended that the applicant designate themselves, a for-profit entity, a non-profit entity or a property manager as the party responsible for administration of the Affordability Program. The Community Development

office, in its role as staff to the TPZ, would ensure compliance of Affordability Programs, consulting the Housing Authority, as needed.

6. **HOA Fees.**

The rise in cost of Homeowner Association (HOA) fees over time must be monitored similarly to increases in rent to ensure that monthly housing costs do not exceed the maximum housing payment calculations set forth in CGS 8-30g. Staff has included this measure in the Affordability Program Requirements.

7. **Relationship of proposed Inclusionary Zoning to future Affordable Housing Plan implementation.**

The proposed amendments would not prevent the Town from pursuing implementation of other Affordable Housing Plan strategies. However, it is likely that any adopted inclusionary zoning measures would need to be modified in the future to work in tandem with new strategies, such as diversify housing types through expansion of multifamily development.

8. ***Are there state or federal laws that require inclusionary affordable units to be comparable in quality, workmanship, size or number of bedrooms to the market-rate units?***

There are no Federal laws on the subject of comparable inclusionary affordable units, but State court decisions have established the “comparable” requirement for affordable units. That case law applies only to affordable housing proposed pursuant to 8-30g (not local inclusionary zoning regulations), but Section 8-30g-7 of the Regulations of Connecticut State Agencies describes the required elements of an affordability plan. Subsection (a)(6) provides as follows:

6) In an affordability plan for a set-aside development, a description of the projected sequence in which price-restricted dwelling units will be built and offered for occupancy shall consist of a narrative and schematic plan describing the construction sequence of the proposed site development plan, the location of price-restricted and market-rate dwelling units within that sequence, and a demonstration that such sequence will result in compliance with the set-aside requirements of section 8-30g of the Connecticut General Statutes and sections 8-30g-1 through 8-30g-11, inclusive, of the Regulations of Connecticut State Agencies.

This requirement that the affordability plan address construction sequencing, location of the affordable units, and that each phase will include a suitable proportion of affordable units is intended to allow the Commission to determine if the units are distributed throughout the development and are comparable to market rate units. The Commission should not approve an application with an affordability plan that does not spell out which units are to be affordable, at what percentage of median income, where the units are located, their size, finishes, etc.

Lastly, most affordability plans include a provision that if a qualified tenant cannot be found for a designated affordable unit with a certain time period, the developer may rent that unit to a non-qualified tenant and then compensate by offering the next available unit of the same bedroom size as an affordable unit. Such a system benefits the developer by avoiding vacant apartments, but it

also makes it impractical to make affordable units physically different from market rate units because those units can shift over time within the development.

In summary, as long as the Commission requires affordability plans to address these issues, the “comparability” requirement should be enforceable. Staff found examples of other towns (Colchester and Darien) that address comparable quality directly in their regulations, allowing some flexibility for size or quality of interior finishes.

9. ***For owners of affordable units, can their income increase above 80% AMI after purchase?***

The income of an owner can increase above 80% of AMI (or whatever the required limit is) after purchase. Once a qualified owner occupies a purchased unit, increases in income do not require them to sell or otherwise vacate. The only requirement is that upon resale, the unit shall not sell for a higher price than what would be affordable for another family at 80% of median income, and that family must be qualified i.e., be a family earning 80% of median income.

In this case, the Regulations of Connecticut State Agencies are quite clear because they provide a model deed restriction for set-aside developments in Section 8-30g-9. Subsections (a)(2) and (b) contain the following language:

(2) For a dwelling unit within a set aside development in which individual, designated units are sold or resold as affordable housing dwelling units:

"This dwelling unit is an affordable housing dwelling unit within a set aside development as defined in section 8-30g of the Connecticut General Statutes and in accordance with the applicable regulations for state agencies that were in effect on the date of the original application for initial local approval _____ (insert appropriate date), and is therefore subject to a limitation, at the date of purchase, on the maximum annual income of the household that may purchase the unit, and is subject to a limitation on the maximum sale or resale price. These limitations shall be strictly enforced, and may be enforced by the person identified in the affordability plan as responsible for the administration of these limitations or the zoning enforcement authority of [the municipality].

For the duration of this covenant or restriction, this dwelling unit may be sold only to persons and families whose annual income does not exceed ____% (insert 60% or 80% as applicable) percent of 'median income' as defined in subsection 8-30g-1(10) of the Regulations of Connecticut State Agencies, applicable to this unit as specified in an affordability plan as on file with the [municipality]. In addition, this unit may be sold or resold only at a price equal to or less than the price determined using the formula stated in section 8-30g-8(a), or the formula stated in section 8-30G-8(B), as applicable, of the Regulations of Connecticut State Agencies.

(b) In order to assist in any determination that the sale or resale price of an affordable housing dwelling unit complies with applicable limitations, any owner, seller, purchaser or prospective

purchaser of such dwelling unit may be required by the administrator of the affordability plan to provide documentation of the annual income of the person or family who will occupy the dwelling unit and of compliance with applicable sale price or resale price limitations, which documentation shall be available upon request to the zoning enforcement authority of [the municipality].

This makes it clear that whatever the income of the occupant at the time of sale of a deed-restricted unit, the sale price must comply with the restriction and must actually be sold to a qualified family. The Regulation also gives towns the enforcement powers to assure compliance if they use the above model language.

10. How many lots created by subdivision has the Town approved in the recent past?

In total, 196 lots were created between the years 2013 – 2022. Of these 4 projects proposed more than 10 lots, and 3 projects proposed between 5 and 9 lots. Under the proposed 10-lot inclusionary threshold and 10% inclusionary rate for subdivisions, 11 affordable lots would have been created over the past 10 years. Under the discussed 5-lot inclusionary threshold at the same 10% inclusionary rate, 13 affordable lots would have been created over the past 10 years.

Year	# of Lots	5-9 Lot Subdivision	10+ Lot Subdivision
2022	04	None	None
2021	44	1040 Main St (7)	Stallion Ridge (29)
2020	10	River Rd (6)	None
2019	05	None	None
2018	17	Far View (5)	Willow Pond Farm (12)
2017	20	None	Wendell’s Woods, (12)
2016	None	None	None
2015	12	None	None
2014	78	None	Tyler (59)
2013	06	None	None

11. Should the Town expect a chilling effect on housing development as a result of inclusionary zoning restrictions?

Staff was unable to find economic analysis to answer this question and recommends undertaking such a study in the future. Meanwhile, the draft text amendments and this memo have been shared with developers of recent projects in Town in order to solicit feedback to the Commission about potential outcomes for future development. In the *Report of the Affordable Housing Plans Working Group* from the Commission on Connecticut’s Future and Development (February 2023), the authors note the following concerning inclusionary zoning:

Across the nation, inclusionary zoning has worked in locations where the demand for housing is so strong that developers are willing and able to absorb the additional cost of compliance while moving forward with their plans. Arguably, there are towns and regions in Connecticut where

these conditions exist, and where these programs have been successful. However, because housing markets are cyclical, inclusionary zoning can sometimes be an inflexible tool that appears acceptable in a rising market, but can handcuff a property owner or landlord in a downturn. Inclusionary programs are also difficult to draft and administer, and a well-intended but confusing program can drive development away. Thus, if a municipality adopts an inclusionary program in a region where developers can simply shift to a nearby town without inclusionary rules, economic rationality will likely direct them elsewhere. And, of course, it would be a misuse of regulatory authority to adopt an inclusionary zoning program for the unstated purpose of deterring potential development. If an inclusionary program is mandated, developers should be given flexibility as to how to comply.

12. How will Affordable Housing Programs for developments be administered and monitored for compliance?

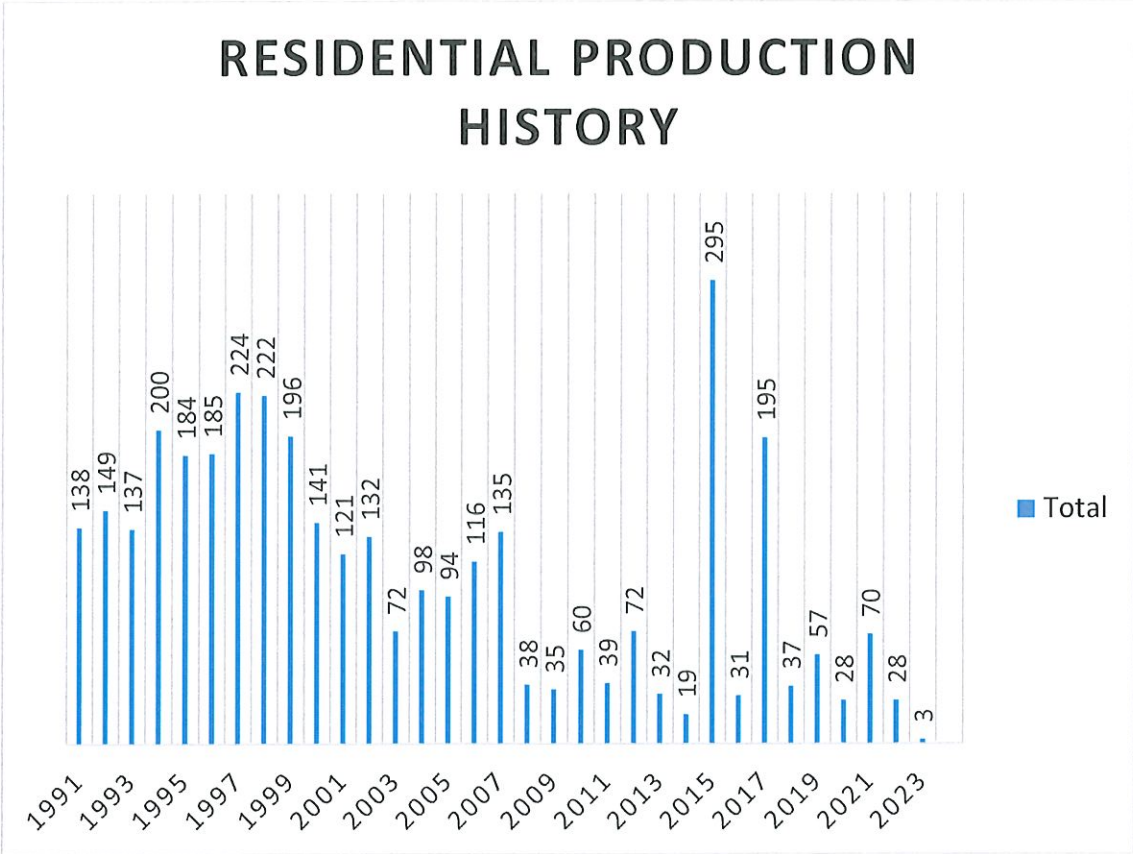
Staff found that other towns consistently require the developer to identify an Affordable Housing Program Administrator, subject to approval of the commission. More research and time would be required to develop a monitoring and compliance program within the Town. Work would include consulting with the Town Attorney to draft typical program forms, protocols, deed restriction language, and monitoring schedules. Cost of administering the program should be considered in the next fee schedule ordinance update.

13. How do the proposed regulations generally compare to other towns across the State?

Please see the attached *Table: Comparison of Inclusionary Housing Programs in Connecticut* [Attachment 3] comparing programs in 13 municipalities across the State. Information on these programs was gathered from the Canton Land Use Office, which is currently exploring inclusionary zoning, and the Partnership for Strong Communities website.

14. Housing Development History: Included below are summaries of housing development history related to subdivisions and dwelling unit construction.

- a. **Subdivision:** Previously, staff reported that 196 lots were created by subdivision between the years 2013 – 2022. Of these 4 projects proposed more than 10 lots, and 3 projects proposed between 5 and 9 lots. Under the proposed 10-lot inclusionary threshold and 10% inclusionary rate for subdivisions, 11 affordable lots would have been created over the past 10 years. Under the discussed 5-lot inclusionary threshold at the same 10% inclusionary rate, 13 affordable lots would have been created over the past 10 years.
- b. **Dwelling Unit Production:** Using Assessor’s data, staff has calculated approximately 3,580 dwelling units produced in Glastonbury since the state established inclusionary zoning in 1991. These numbers do not reflect Housing Authority properties, which are tax exempt and not listed in our data. A summary of the 467 Housing Authority managed dwelling units is available in the Affordable Housing Plan. The chart below depicts the number of units constructed per year.



Of the units reported, approximately 900 were constructed as multifamily developments with multiple units per lot (including condominiums), whether provided in single-family, two-family, or multiple-family dwellings. Of these, almost half were created in the past 10 years. These multifamily developments are those which would be subject to the proposed inclusionary zoning requirements under Section 6, PAD and ARZ zoning. The next table categorizes the construction by dwelling unit type.

Dwelling Unit Type	# Units since 1991
Single-Family Dwelling	2,551
Single-Family Dwelling with Accessory Apartment	64
Two-Family Dwelling	7
Multi-Family Dwelling (3-Family or larger)	454
Condominium	262
Planned Unit Development	185

- c. **Dwelling Unit Production by Zone:** The table below categorizes dwelling units produced by zoning district since 1991. Approximately half of units (1,648 units) were created in the Rural Residence zone. Planned Area Developments, where multifamily development in the form of condominiums and Planned Unit Developments mostly occurred, represents the next highest producing zone at 676 units. Please refer to the Residential Production Map (attachment 2) for a visual representation of this development by geography and zone.

Zoning District	# Units since 1991
PAD	676
Town Center	207
Zone A	192
Zone AA	411
Zone AAA	12
Zone CR	92
Zone RR	1,648
ARZ	250

In the proposed text amendments, it may be expected that higher production through multifamily development would occur in Residential Zones A, AA, and AAA. Please refer to the Proposed Multifamily Development Zoning Comparison map (attachment 3) for a visual representation of the zones in which multifamily development would be permitted.

15. Affordable Housing for Priority Populations:

At the last hearing, the Commission discussed the possibility of prioritization of affordable units to buyers or tenants meeting certain criteria. This could include:

- a. Individuals or families who live and work in the Town of Glastonbury who provide volunteer emergency/life-saving services for residents of the Town.
- b. Individuals or families who are employed by the Town of Glastonbury or Glastonbury Public School system.
- c. Individuals or families who live and work in the Town of Glastonbury.
- d. Individuals or families who live in the Town of Glastonbury.
- e. Individuals or families who work in the Town of Glastonbury.
- f. Individuals or families who previously lived for a minimum of one (1) year in the Town of Glastonbury and wish to return.
- g. All other individuals or families.

16. **Affordable Housing Income Limits:**

At the last hearing, the Commission requested information about the income limitations on affordable housing. Below are the Statewide Income Limits for 2022, which would be applied per the proposed draft zoning.

FY 2022 Low-Income (80% AMI) Limit							
1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
\$62,600	\$71,500	\$80,450	\$89,400	\$96,550	\$103,700	\$110,850	\$118,000

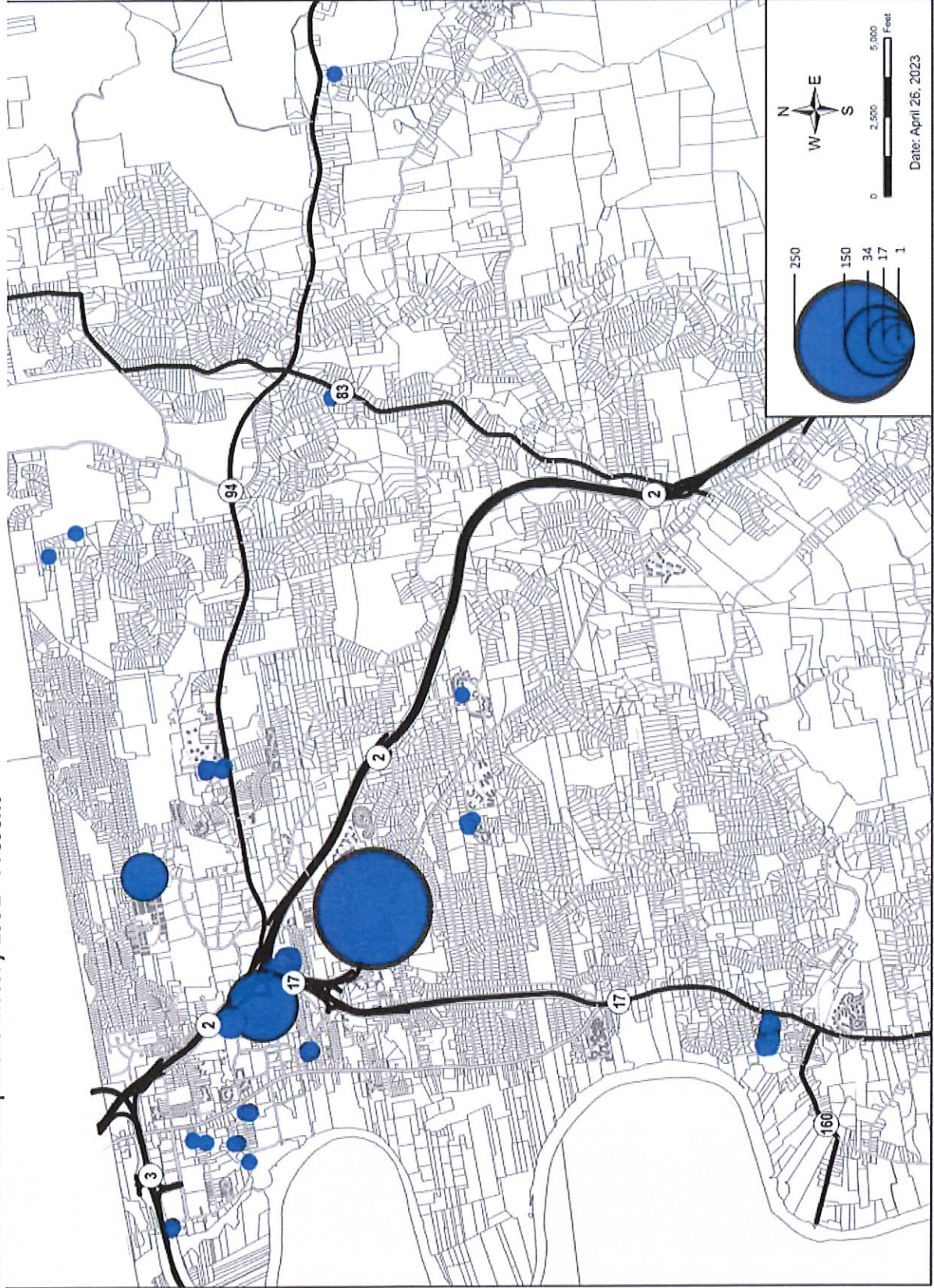
5. **Tax Consequences:**

Per the Assessor's Office, affordable properties would be appraised at fair market value in the same manner as non-deed-restricted properties.

Town	Method	Year Adopted	Affordability Level	Fee-in-Lieu	Density Bonus	Unit Threshold	Inclusionary Rate	Notes
Avon	Overlay Zone	2016	80% AMI	No	No	N/A	20%	Must be served by public water and sewer
Bethel	Conservation District	2004	80% AMI	No	Yes	N/A	20%	
Branford	Overlay Zone	2015	60% and 80% AMI	No	No		30%	Applies to subdivisions. Requires public water, sewer, and roads.
Colchester	Inclusionary Zoning	2015	80% AMI	No	Yes	3+ for multifamily; 6+ for single-family use lots	10%	Requires comparable bedroom counts and allows reduction in unit size. Applies to subdivisions.
Darien	Inclusionary Zoning	2008	80% and 110% AMI	Yes; Fee = 300% of AMI for Family of 4	Yes; Up to 50% increase	All multifamily units; subdivisions over 5 lots	12 – 25%	Requires comparable units with exception of luxury interior finishes. Allows for priority populations (emergency workers, teachers, etc.)
Fairfield	Inclusionary Zoning Fee	2018	N/A	N/A	N/A	N/A	N/A	\$5 for every \$1,000 of construction value. Affordable housing projects with 10% inclusionary are exempt.
Madison	Affordable Housing District	1990	80% AMI	No	No	N/A	N/A	Priority to emergency workers, municipal employees, teachers, etc. Requires comparable quality. Includes subdivision.

Town	Method	Year Adopted	Affordability Level	Fee-in-Lieu	Density Bonus	Unit Threshold	Inclusionary Rate	Notes
Mansfield	Inclusionary Zoning	2021	60%, 80% and 120% AMI	No	Yes	5+	10% for 80% AMI; 5% for 120% AMI	
New Haven	Inclusionary Zoning	2022	50% AMI and Housing Choice Vouchers	Yes; Fee range from \$168,000 - \$210,000 depending on area market strength	No	10+ in Core and Strong Market Areas; 75+ outside those areas	5-10%	
Norwalk	Inclusionary Zoning	2021	60%, 80% and 100% AMI	Yes; Fee range from 220% of State Median Income	Yes	20+	10% (tiered to different AMI)	
Tolland	Inclusionary Zoning	2023	80% AMI	Yes; \$50,000	Yes	5+	5%	
West Hartford	Incentive Zoning	2017	80% AMI	No	Yes	N/A	Flexible	Part of a set of development incentives
Windham	Incentive Zoning	2013	80% AMI	No	Yes	N/A	Flexible	Part of a set of development incentives

Residential Development History 1991 - Present



Attachment 3:

DRAFT Amendment to Subdivision and Building-Zone Regulations

Amended for Inclusionary Zoning

DRAFT Amendments with Proposed Deletions *Highlighted* (May 19, 2023)

Subdivision Regulations:

New Section 2.1 (all other definitions move down one number):

Affordable Housing Lots upon which dwelling units will be conveyed by deeds containing covenants or restrictions which shall require that, for at least forty (40) years after the initial occupation of the proposed development, such dwelling units shall be sold or rented at, or below, prices which will preserve the units as housing for which persons and families pay thirty per cent (30%) or less of their annual income, where such income is less than or equal to eighty per cent (80%) of the median income. For purposes of this definition, "median income" shall be as defined in Connecticut General Statutes Section 8-30g(a), as amended.

New Section 3.9:

3.9 Inclusionary Zoning Any subdivision containing ten (10) lots or more shall include ten percent (10%) of the total number of lots to be deed restricted for Affordable Housing, as defined in these Regulations. For purposes of determining the ten (10) lot threshold and the ten percent (10%) lot count, the Commission shall consider the lot of record, or adjacent lots of record under common ownership, as of the effective date of this amendment; and the number of lots that could reasonably be placed thereon; provided that the Commission shall not require more than ten percent (10%) of the total lots to be Affordable Housing with the exception of rounding up to the next whole number when a fraction of a lot results from the calculation. Where the ten percent (10%) results in a fraction of a lot, the fractions of 0.4 or lower shall be rounded down to the next whole number and fractions of 0.5 or higher shall be rounded up to the next whole number. Any subdivision developed in phases shall include at least one (1) Affordable Housing lot in the first stage of development, and one (1) additional lot for each additional ten (10) lots regardless of any phases or stages of development. Affordable lots shall be developed with structures of comparable quality and workmanship, shall be developed with a comparable number of bedrooms, up to three (3) bedrooms, as other Dwellings in the subject development, and shall be evenly distributed throughout the development. Affordable Housing lots shall be administered by the applicant, for profit or non-profit entity, or property manager who is responsible for administration of the Affordability Program. The development lots shall be subject to a restrictive covenant enforceable by the Town and in a form as required by the Town Attorney. No variance of this requirement may be granted by the Zoning Board of Appeals.

(a) Affordability Program Requirements

- i. The applicant shall use the methodology outlined in Section 8-30g-8 of the Regulations of Connecticut State Agencies, as amended, to calculate the maximum housing payment for the Affordable Dwelling Units.
- ii. The property owner shall submit an affirmative fair housing marketing plan for the Affordable Housing lots. All dwelling units shall be offered for sale or rent in compliance with all applicable Federal and State Fair Housing laws.

- iii. Prior to the issuance of any Certificate of Occupancy, the applicant shall identify themselves, a for-profit entity, a non-profit entity, or a property manager as the party responsible for administration of the Affordability Program. The Program Administrator is subject to the approval of the Town Plan and Zoning Commission. The Program Administrator shall:
 - a. Annually review and certify to the Town Plan and Zoning Commission the annual income of households residing in the Affordable Housing lots in accordance with a procedure established in advance and approved by the Office of Community Development.
 - b. Maintain a list of eligible households who have applied for participation in the Affordability Program. The Administrator shall hold an application period at the opening or re-opening of the project's waiting list of at least 30 days, after which applicants will be placed on a waiting list by lottery. Subsequent applicants shall be placed on the waiting list in order of the date and time of application.
 - c. Annually certify to the Town Plan and Zoning Commission that the selected households reside in the Affordable Housing lots.
 - d. For rental units, certify to the Town Plan and Zoning Commission that the Affordable Housing lots for rent shall not exceed the maximum monthly rent as calculated in a manner consistent with the methodology for maximum housing payment calculations in set-aside developments outlined in Section 8-30g-8 of the Regulations of Connecticut State Agencies, as adjusted for family size.
 - e. For owned units, certify to the Town Plan and Zoning Commission that the Affordable Housing lots Homeowners Association fees be increased such that the owner's monthly housing costs do not exceed the maximum housing payment calculations in set-aside developments outlined in Section 8-30g-8 of the Regulations of Connecticut State Agencies, as adjusted for family size.
 - f. For owned units, certify to the Town Plan and Zoning Commission that the Affordable Housing lots sold do not exceed the maximum purchase price as calculated in a manner consistent with the methodology for maximum housing payment calculations in set-aside developments outlined in Section 8-30g-8 of the Regulations of Connecticut State Agencies, as adjusted for family size.

(b) Fee-in-Lieu

Applicants can alternatively satisfy the inclusionary affordability requirement by paying a fee-in-lieu of affordable housing equal to \$xx (TBD) per each required Affordable Housing Lot that will not be created. All fees shall be deposited in the Town of Glastonbury Affordable Housing Trust Fund [to be established by XX, 20XX].

Building-Zone Regulations:

Sections 2, 3, 4 and 6 would be amended per this proposal.

Definitions:

New Subsections in Section 2: “Definitions” (all definitions to be reordered accordingly and citations to be amended throughout regulations):

2.12 Dwelling, Affordable Unit

A Dwelling which will be conveyed by deeds containing covenants or restrictions which shall require that, for at least forty (40) years after the initial occupation of the proposed development, such dwelling units shall be sold or rented at, or below, prices which will preserve the units as housing for which persons and families pay thirty per cent or less of their annual income, where such income is less than or equal to eighty per cent of the median income. For purposes of this definition, “median income” shall be as defined in Connecticut General Statutes Section 8-30g(a), as amended.

2.34 Multifamily Development

A residential or mixed-used development consisting of multiple Dwelling Units on the same lot, whether provided in detached Single-Family or Two-Family Dwellings, Townhouses or Multiple Dwellings.

General Regulations

New Subsection 3.29: “Affordability Program Requirements,” as follows:

For projects subject to Inclusionary Zoning regulations in Sections 4.12, 4.17, and 6.12, the following Affordability Program Requirements apply:

- a) The applicant shall use the methodology outlined in Section 8-30g-8 of the Regulations of Connecticut State Agencies, as amended, to calculate the maximum housing payment for the Affordable Dwelling Units.
- b) The property owner shall submit an affirmative fair housing marketing plan for the Affordable Housing lots. All dwelling units shall be offered for sale or rent in compliance with all applicable Federal and State Fair Housing laws.
- c) Prior to the issuance of any Certificate of Occupancy, the applicant shall identify themselves, a for-profit entity, a non-profit entity, or a property manager as the party responsible for administration of the Affordability Program. The Program Administrator is subject to the approval of the Town Plan and Zoning Commission. The Program Administrator shall:
 - i. Annually review and certify to the Town Plan and Zoning Commission the annual income of households residing in the Affordable Housing lots in accordance with a procedure established in advance and approved by the Office of Community Development.
 - ii. Maintain a list of eligible households who have applied for participation in the Affordability Program. The Administrator shall hold an application period at the opening or re-opening of the project’s waiting list of at least 30 days, after which applicants will be placed on a waiting list by lottery. Subsequent applicants shall be placed on the waiting list in order of the date and time of application.

- iii. Annually certify to the Town Plan and Zoning Commission that the selected households reside in the Affordable Housing lots.
- iv. For rental units, certify to the Town Plan and Zoning Commission that the Affordable Housing lots for rent shall not exceed the maximum monthly rent as calculated in a manner consistent with the methodology for maximum housing payment calculations in set-aside developments outlined in Section 8-30g-8 of the Regulations of Connecticut State Agencies, as adjusted for family size.
- v. For owned units, certify to the Town Plan and Zoning Commission that the Affordable Housing lots' Homeowners Association fees be increased such that the owner's monthly housing costs do not exceed the maximum housing payment calculations in set-aside developments outlined in Section 8-30g-8 of the Regulations of Connecticut State Agencies, as adjusted for family size.
- vi. For owned units, certify to the Town Plan and Zoning Commission that the Affordable Housing lots sold do not exceed the maximum purchase price as calculated in a manner consistent with the methodology for maximum housing payment calculations in set-aside developments outlined in Section 8-30g-8 of the Regulations of Connecticut State Agencies, as adjusted for family size.

Planned Area Development (PAD):

Amended Section 4.12.3(c): "Definitions," delete the definition of "Affordable Dwelling Unit."

Amended Section 4.12.3(2): "Affordable Dwelling Units," new language underlined, deleted language in strike-out. "Restrictive Covenants" paragraphs to be deleted.

- a) Purpose: To provide for the construction of ~~owner-occupied~~ affordable dwelling units as encouraged by the ~~2007-2017~~ Plan of Conservation and Development and the Town's Affordable Housing Plan in conjunction with a Planned Area Development in accordance with the following.
- b) Standards: ~~Persons/families purchasing an affordable dwelling unit shall pay not more than 40% of their gross annual income for mortgage principal and interest, property taxes, and insurance and common charges if the unit is part of a common interest community. Gross income shall be equal to or less than the low (80%) income levels established by the U.S. Dept. of Housing and Urban Development for the Hartford-West Hartford-East Hartford, CT HMFA, as may be amended from time to time (February 2010 limit for a family of four is \$64,000).~~

~~A PAD that provides affordable dwelling units shall be allowed in underlying Residence A and Residence AA zoning districts served by water and sanitary sewer in accordance with the following: For a PAD containing ten (10) or more dwelling units, ten percent (10%) of the units shall be Affordable Dwelling Units. Where the ten percent (10%) results in a fraction of a unit, the number shall be rounded up to the next whole number; provided, however, that the Town Council will not require more than ten percent (10%) of the total units to be Affordable Dwelling Units except as a function of rounding up from a fraction of a unit.~~

Affordable Dwelling Units shall be of comparable quality and workmanship, shall provide a comparable number of bedrooms, up to three (3) bedrooms, as other Dwellings in the subject development, and shall be evenly distributed throughout the development.

Affordable Dwelling Units shall be administered by the applicant, for profit or non-profit entity, or property manager who is responsible for administration of the Affordability Program.

The Affordable Dwelling Units shall be subject to a restrictive covenant enforceable by the Town and in a form as required by the Town Attorney.

A PAD that provides 20% or more of the total proposed units as Affordable Dwelling Units in underlying Residence A and Residence AA zoning districts served by public water and sanitary sewer shall be allowed up to six (6) Dwelling Units per acre in the Residence A zone and up to five (5) Dwelling Units per acre in the Residence AA zone.

No variance of this requirement may be granted by the Zoning Board of Appeals.

- c) Development Schedule The PAD Final Development Plan shall delineate the location of each Affordable Dwelling Unit. The Affordable Dwelling Units shall be constructed and certificates of occupancy issued at a rate that is approximately equal to the proportion of Affordable Dwelling Units versus total project units. Any Multiple Dwelling project developed in phases shall include at least one (1) Affordable Dwelling Unit in the first stage of development, and at least one (1) additional such unit for each additional ten (10) units regardless of any phases or stages of development.

Amended Section 4.12.4.b: "Procedure and Application," new paragraph #25, as follows:

25. The proposed declaration of covenants and restrictions to enforce the Affordability Program included in the application.

Adaptive Redevelopment Zone (ARZ):

New Subsection (f) in Section 4.17: "Adaptive Redevelopment Zone (ARZ)," as follows:

Affordable Housing

Affordable Dwelling Units shall be required in accordance with the following: For an ARZ containing ten (10) or more units, ten percent (10%) of the units shall be Affordable Dwelling Units. Where the 10 percent (10%) results in a fraction of a unit, the number shall be rounded up to the next whole number. Any ARZ project developed in phases shall include at least one (1) Affordable Dwelling Unit in the first stage of development, and at least one (1) additional such unit for each additional ten (10) units regardless of any phases or stages of development; provided, however, that the Council will not require more than twenty percent (10%) of the total units to be Affordable Dwelling Units except as a function of rounding up from a fraction of a unit.

Affordable Dwelling Units shall be of comparable quality and workmanship, shall provide a comparable number of bedrooms, up to three (3) bedrooms, as other Dwellings in the subject development, and shall be evenly distributed throughout the development.

Affordable Dwelling Units shall be administered by the applicant, for profit or non-profit entity, or property manager who is responsible for administration of the Affordability Program.

The Affordable Dwelling Units shall be subject to a restrictive covenant enforceable by the Town and in a form as required by the Town Attorney.

No variance of this requirement may be granted by the Zoning Board of Appeals.

New Subsection 23 in Section 4.17.3: "Procedure and Application," as follows:

23. The proposed declaration of covenants and restrictions to enforce the Affordability Program included in the application.

Special Regulations for Permitted Uses

New Section 6.12: "Inclusionary Zoning," as follows:

6.12.1 Purpose

The purpose of this regulation is to advance the recommendations of the Town's Affordable Housing Plan and to promote the development of affordable housing to meet local and regional housing needs as required by Connecticut General Statutes Sections 8-2 and 8-23.

6.12.2 Inclusionary Housing

In accordance with Connecticut General Statutes Section 8-2i, all Multifamily Developments in the Town Center and Town Center Mixed Use that consist of ten (10) or more Dwelling Units shall include a minimum of 10% of the proposed dwelling units as Affordable Dwelling Units. In calculating the number of required Affordable Dwelling Units, fractions shall be rounded to the nearest whole number, rounding down for fractions less than 0.4 and rounding up for fractions of 0.5 or more. The Town Plan and Zoning Commission will not require more than ten percent (10%) of the total units to be Affordable Dwelling Units except as a function of rounding up from a fraction of a unit.

Affordable Dwelling Units shall be of comparable quality and workmanship, shall provide a comparable number of bedrooms, up to three (3) bedrooms, as other Dwellings in the subject development, and shall be evenly distributed throughout the development.

Affordable Housing lots shall be administered by a non-profit entity or property manager who is responsible for administration of the Affordability Program.

The development lots shall be subject to a restrictive covenant enforceable by the Town and in a form as required by the Town Attorney.

Applicants can satisfy the inclusionary affordability requirement by:

- A. Providing 10% of the total proposed units as Affordable Dwelling Units.
- B. Paying a fee-in-lieu of affordable housing equal to \$xx [TBD] per each required Affordable Dwelling Unit that will not be constructed. All fees shall be deposited in the Town of Glastonbury Affordable Housing Trust Fund [to be established by XX, 20XX].
- C. Providing 20% or more of the total proposed units as Affordable Dwelling Units to receive a density bonus in accordance with Section 6.12.3.

6.12.3 Density Bonus

At the discretion of the Town Plan and Zoning Commission, Multifamily Developments subject to 6.12.2 may be eligible for a density bonus provided that 20% or more of the total proposed units are designated as Affordable Dwelling Units. The Town Plan and Zoning Commission must find that the density bonus fulfills a need for Affordable Dwelling Units and that such a density bonus does not adversely affect public health, safety and welfare. In so doing, the Commission may waive any or all of the following standards, in accordance with the parameters established below, to encourage the development of Affordable Dwelling Units.

- A. Town Center Zone: The density bonus may enable a maximum Floor Area Ratio of 0.6 with the following potential waivers:
 - i. Open Space

- The total required open space may be reduced to no less than 10% of the lot.
 - ii. Building Height
 - Maximum permitted height may be increased by one additional story.
- B. Town Center Mixed Use Zone: The density bonus may enable up to 8 units/ acre with the following potential waivers:
 - i. Building Coverage
 - May be increased to no more than 25% of the lot area permitted to be covered by principal and accessory buildings.
 - ii. Floor Area Maximum
 - The maximum floor area of any new building may be increased to not exceed 5,000 square feet.

Attachment 4:

The following is provided for Council consideration:

“BE IT RESOLVED, the Glastonbury Town Council hereby directs the Community Development staff to revise the inclusionary zoning amendments to exclude the following: (1) subdivisions creating single-family residential lots; (2) a fee-in-lieu alternative to construction of affordable dwelling units; and, (3) a density bonus for higher percentages of inclusionary dwelling units.”



Town of Glastonbury

2155 MAIN STREET • P.O. BOX 6523 • GLASTONBURY, CT 06033-6523 • (860) 652-7500
FAX (860) 652-7505

Jonathan K. Luiz
Town Manager

ITEM #5(B)
05-23-2023 Meeting

May 19, 2023

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: United States Semiquincentennial

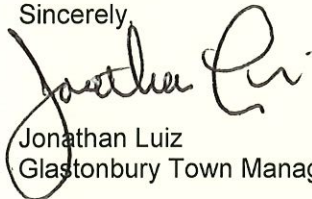
Dear Council Members:

Our Nation will celebrate its 250 birthday on July 4, 2026. A discussion was requested concerning establishing a Subcommittee of the Council to prepare for the commemoration of this momentous and historic occasion. Please note that I have reached out to the Historical Society regarding their interest in partnering with the Town and I await their response.

The following is provided for Council consideration:

BE IT RESOLVED, the Glastonbury Town Council hereby establishes a Council Subcommittee to discuss and plan for the upcoming United States Semiquincentennial and appoints following members/designees:
_____, as described in a report by the Town Manager dated May 19, 2023.

Sincerely,



Jonathan Luiz
Glastonbury Town Manager

JL/sal



Town of Glastonbury

2155 MAIN STREET • P.O. BOX 6523 • GLASTONBURY, CT 06033-6523 • (860) 652-7500
FAX (860) 652-7505

Jonathan K. Luiz
Town Manager

ITEM # 6(A)&(B)
05-23-2023 Meeting

May 19, 2023

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Consent Calendar

Dear Council Members:

The following items are scheduled for Consent Calendar action on Tuesday evening:

a. Action to Transfer Uncollected Taxes to Suspense List

The Board of Finance, at its Wednesday, May 17, 2023 meeting, recommended a \$202,205.14 transfer of uncollected taxes to the Suspense List. This action clears the books for financial reporting purposes but does not relieve the tax liability. The Collector of Revenue will continue efforts to collect these taxes. Approximately \$51,417 in prior Suspense List taxes were collected over the past year.

Below is a summary of suspended and collected taxes for the past five years:

FISCAL YEAR	SUSPENDED	COLLECTED
2021/2022	\$ 191,309.73	\$ 95,466.13
2020/2021	\$ 170,877.73	\$ 68,280.94
2019/2020	\$ 146,279.29	\$ 63,613.77
2018/2019	\$ 137,111.78	\$ 100,275.18
2017/2018	\$ 155,563.59	\$ 55,696.04
TOTALS	\$ 801,142.12	\$ 383,332.06

"BE IT RESOLVED, that the Glastonbury Town Council hereby approves the transfer of \$202,205.14 of uncollected taxes to the Suspense List, as described in a report by the Town Manager dated May 19, 2023 and as recommended by the Board of Finance."

Copies of the complete Suspense List can be forwarded upon request.

b. 2023 Neighborhood Assistance Act Program (NAAP)

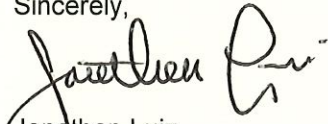
This state program allows businesses to contribute monies to programs sponsored by municipalities and non-profit organizations. The contributions are eligible for state corporate tax credits (60%-100%) and federal tax credits of 100% of the value of the charitable donation. Local legislative approval is required by the NAAP. Proposals are reviewed by state offices and approved under program criteria. Program sponsors then seek business funding support.

Information regarding the Neighborhood Assistance Act Program and be found at the following link:
<https://portal.ct.gov/DRS/Credit-Programs/Neighborhood-Assistance/Neighborhood-Assistance-Act-Tax-Credit-Program> .

The South Glastonbury Public Library Association, Inc. and Town of Glastonbury – Open Space Land Acquisition Fund have submitted the attached proposals for the 2023 program. A Council public hearing and action is required.

“BE IT RESOLVED, that the Glastonbury Town Council hereby schedules a public hearing for 8:00 p.m. on Tuesday, June 13, 2023 in the Council Chambers of Town Hall, 2155 Main Street, Glastonbury and/or through Zoom Video Conferencing on the proposals submitted by The South Glastonbury Public Library Association, Inc. and Town of Glastonbury – Open Space Land Acquisition Fund under the 2023 Neighborhood Assistance Act Program, as described in a report by the Town Manager dated May 19, 2023.”

Sincerely,



Jonathan Luiz
Glastonbury Town Manager

JL/sal
Attachments



Municipality: Glastonbury

Form NAA-01
2023 Connecticut Neighborhood Assistance Act (NAA)
Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____
South Glastonbury Public Library Association, Inc.

Address: 80 High Street, South Glastonbury, CT 06073

Federal Employer Identification Number: 23-7365075

Program title: Children's Books and Program Support for the South Glastonbury Public Library

Name of contact person: Cathryn Riggs, Vice President, Bd of Directors, South Glastonbury Public Library

Telephone number: (860) 781-8238

Email address: riggscgr@gmail.com

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 5,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

Yes No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- Energy conservation; **or**
 Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- Job training/education for unemployed persons aged 50 or over;
 Job training/education for persons with physical disabilities;
 Program serving low-income persons;
 Child care services;
 Establishment of a child day care facility;
 Open space acquisition fund; **or**
 Other (specify): Purchase of children's books and funding for community programs

Description of program: _____

The South Glastonbury Public Library is independent and self-supporting. The Library Association is responsible for maintaining the building and grounds, acquiring and distributing library materials, and funding community programs that are held at the Library. All of the staff, including two librarians, are volunteers. At this time the Board of Directors hopes to expand the children's book collection, with a focus on books that represent the diverse community of the region in terms of race, ethnicity, gender and disability. The Board is also developing new community programs, post Covid, with the goal of offering a variety of programs for all ages

Need for program: _____

Access to library books and programs is a vital service within the community. For families with young children, libraries provide access to books and programs to support early literacy. Activities such as story hours, summer reading activities, story telling events and so forth help to develop a life long interest in reading and literacy. Programs for adults, especially the older adults from the South Glastonbury community, assist residents in making new connections, developing new interests, and continuing a lifelong interest in books.

Neighborhood area to be served: _____

The South Glastonbury Public Library is located in the center of South Glastonbury and is within walking distance of many of the surrounding neighbors. However, the Library is open to everyone at no charge. Patrons simply complete a "patron form" in order to take out books from the collection. When programs are held, they are advertised locally through Glastonbury newspapers and flyers, and are also publicized through the Library's website and Facebook page. Currently the Library's patron list includes approximately 450 family units.

Plan to implement the program: _____

The children's librarian, along with a committee from the Board, will research the best children's literature to purchase to better reflect the diversity of the Glastonbury community and the surrounding area. Books will be purchased, displayed in the library, selected for reading at story hour events, and be made available for distribution. Program funds will be used throughout the year to supplement the cost of programs that are offered to the community free of charge, such as poetry readings, story telling events, book groups, summer reading programs, and other new events as coordinated through the Board of Directors and volunteers.

Timetable:

Program start date: 07/31/2023
MM - DD - YYYY

Program completion date: 09/30/2024
MM - DD - YYYY

Post-project audit due date: _____
MM - DD - YYYY

The program start date must not be more than two years prior to the program completion date.

Any program receiving \$25,000 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program, no later than three months after the program completion date.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested \$5,000.00

Other funding sources - itemized sources:

a) _____

b) _____

c) _____

d) _____

Total Funding: \$5,000.00

Proposed Program Expenditures:

Direct operating expenses - itemized description:

a) Purchase of children's books \$3,000.00

b) Program support for community programs \$2,000.00

c) _____

d) _____

Administrative expenses - itemized description:

a) _____

b) _____

c) _____

d) _____

Total Proposed Expenditures: \$5,000.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____ Town of Glastonbury
Mailing address: _____ 2155 Main Street, Glastonbury CT 06033
Name of municipal liaison: <u>Lori LaCapra, Director Youth & Family Services</u>
Telephone number: <u>860-652-7673</u>
Fax number: <u>860-652-7659</u>
Email address: <u>lori.lacapra@glastonbury-ct.gov</u>

<p style="text-align: center;">Post-Project Audit</p> <p style="text-align: center;">Is a post-project audit required for this proposal?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="text-align: center;">If Yes, date post-project audit due:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>
--

Internal Revenue Service

Department of the Treasury

District
Director

P.O. Box 1680, GPO Brooklyn, N.Y. 11282

Date: 11 AUG 1986

South Glastonbury Public Library
Association, Inc.
80 High Street
South Glastonbury, Ct 06073

Person to Contact:
Mrs. E. Casa
Contact Telephone Number:
(718) 780-6622

Re: 23-7365075

Attn: Peter O. Erlander

Dear Sir or Madam:

Reference is made to your request for verification of the tax exempt status of South Glastonbury Public Library Association, Inc.

A determination or ruling letter issued to an organization granting exemption under the Internal Revenue Code of 1954 or under a prior or subsequent Revenue Act remains in effect until exempt status has been terminated, revoked or modified.

Our records indicate that exemption was granted as shown below.

Sincerely yours,

Bethel Hoff
for Acting Disclosure Officer

Leonard Gass
District Disclosure Officer

Name of Organization: South Glastonbury Public Library Association, Inc.

Date of Exemption Letter: May, 1974

Exemption granted pursuant to 1954 Code section 501(c)(3) or its predecessor Code Section.

Foundation Classification (If Applicable): Not a private foundation as you are an organization described in section 509(a)(1) of the Internal Revenue Code.



Municipality: Town of Glastonbury

Form NAA-01
2023 Connecticut Neighborhood Assistance Act (NAA)
Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____
Town of Glastonbury

Address: _____
2155 Main Street
Glastonbury, CT 06033

Federal Employer Identification Number: 06-6002003

Program title: Reserve for Land Acquisition and Preservation

Name of contact person: Jonathan Luiz, Town Manager

Telephone number: (860) 652-7500

Email address: jonathan.luiz@glastonbury-ct.gov

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 150,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

Yes No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- Energy conservation; **or**
 Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- Job training/education for unemployed persons aged 50 or over;
 Job training/education for persons with physical disabilities;
 Program serving low-income persons;
 Child care services;
 Establishment of a child day care facility;
 Open space acquisition fund; **or**
 Other (specify): _____

Description of program: _____

The Glastonbury community strongly supports the purchase/preservation of open space and natural resources to include land that has: recreational value; significant scenic, topographic, conservation or wilderness value based on the characteristics of the land; significant historical archaeological value based on the character of the land and/or improvements thereon; preserves agricultural and farmland soils and uses, protects forest lands and natural resources; and promotes orderly development of the Town.

Need for program: _____

Land acquisition and preservation helps a community preserve a variety of important assets and provides the opportunity for passive and active outdoor recreation for residents and visitors. In turn, this helps preserve the varied natural resources of a community and offers a balance to residential and commercial development.

Neighborhood area to be served: _____

As opportunities present, this initiative can serve and benefit neighborhoods and the community at large. Program involves large and small parcels of particular interest in accordance with goals and objectives established for the land acquisition program.

Plan to implement the program: _____

Glastonbury has a well-established and defined program for land acquisition and preservation. Desirable properties are identified and rated through a detailed matrix and the Town Manager authorized to contact land owners to discuss potential Town acquisition. Land owners often reach out to Town offices to discuss potential sale and preservation of their land. This is a highly effective program and well known throughout the state. Since 1988, this approach has allowed the Town to purchase or preserve over 2,000 acres of open space, farmland, orchards, riverfront land and similar successes.

Timetable:

Program start date: 07/03/2023
MM - DD - YYYY

Program completion date: 07/03/2025
MM - DD - YYYY

Post-project audit due date: _____
MM - DD - YYYY

The program start date must not be more than two years prior to the program completion date.
Any program receiving \$25,000 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program, no later than three months after the program completion date.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested	<u>\$150,000.00</u>
Other funding sources - itemized sources:	
a) <u>Capital Improvement Program</u>	_____
b) <u>Bond Authorization for Land Purchases</u>	_____
c) <u>Donations</u>	_____
d) <u>Grants</u>	_____

Total Funding: _____

Proposed Program Expenditures:

Direct operating expenses - itemized description:

a) <u>All donations will be allocated directly to land acquisition</u>	_____
b) <u>and preservation. Accordingly, there are no indirect</u>	_____
c) <u>program expenditures or administrative expenses.</u>	_____
d) _____	_____

Administrative expenses - itemized description:

a) _____	_____
b) _____	_____
c) _____	_____
d) _____	_____

Total Proposed Expenditures: _____

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____ Town of Glastonbury, Office of Town Manager
Mailing address: _____ 2155 Main Street, Glastonbury, CT 06033
Name of municipal liaison: Jonathan Luiz
Telephone number: 860-652-7500
Fax number: _____
Email address: jonathan.luiz@glastonbury-ct.gov

<p style="text-align: center;">Post-Project Audit</p> <p style="text-align: center;">Is a post-project audit required for this proposal?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="text-align: center;">If Yes, date post-project audit due:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>
--

2023 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01**, *2023 Connecticut Neighborhood Assistance Act (NAA) Program Proposal*. Incomplete applications will **not** be accepted. For where to direct inquiries, see *Additional Information* below.

Part I —General Information

Enter the name of the tax exempt organization or municipal agency, address, Federal Employer Identification Number, and email address.

Program Title: Assign a unique program title to each program for which your organization is making an application.

Federal Form 990: Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

Part II —Program Information

Description of Program: Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

Need for Program: Demonstrate a need for this program. For example, provide relevant statistics.

Neighborhood Area to Be Served: Describe the neighborhood or municipality this program will serve.

Plan to implement the program: Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

Timetable: Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

Part III —Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

Sources of Revenue: The budget must include the requested NAA funding and any other anticipated revenue sources.

NAA Funding Requested: Indicate the total amount your organization is requesting for its program.

This amount may not exceed the total proposed expenditures. Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

Other Funding Sources: Provide a detailed description(s) and the amount(s) of all funding sources.

Proposed Program Expenditures: The budget must include a detailed description and the amount of all direct operating and administrative expenditures.

Expenditures must equal or exceed total funding.

Direct Operating Expenses: Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

Part IV —Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

Municipal Liaison: The municipality must designate an individual to serve as a liaison with the Department of Revenue Services (DRS) for all NAA matters.

Post-Project Audit: Any program receiving \$25,000 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program, no later than three months after the program completion date.

Additional Information

See the *Guide to Connecticut Business Tax Credits* available on the DRS website at portal.ct.gov/DRS. E-mail any questions to NAAProgram@ct.gov or call **860-297-5687**, Monday through Friday, 8:30 a.m. to 4:30 p.m. for more information.



Town of Glastonbury

2155 MAIN STREET • P.O. BOX 6523 • GLASTONBURY, CT 06033-6523 • (860) 652-7500
FAX (860) 652-7505

ITEM #7
05-23-2023 Meeting

Jonathan K. Luiz
Town Manager

May 19, 2023

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Town Manager's Report

Dear Council Members:

The following will keep you up-to-date on various topics.

1. Police Department Sidewalk

The Fiscal Year 2024 adopted budget contains \$75,000 to install a sidewalk through the Police Department in the area of Main Street to Canione Road. Preliminary designs have the sidewalk following the outfield fence of the nearby ballfield in a northerly direction then turn left and head west to Main Street on the north side of the Police Department parking area. The preliminary designs have the goal of directing pedestrian traffic away from the areas where police vehicles are most active. In the coming weeks, the Engineering Division surveyors will work to refine the proposed sidewalk alignment and the designers will generate a draft plan for construction.

2. Center Green Renovations

On July 1st, the Town will have a total of \$135,000 appropriated for use on Center Green Renovations. Town staff will soon begin gathering background information such as mapping and utility info. Staff will then formulate a list of necessary repairs and desired improvements to be presented to the Architectural and Site Design Review Committee (ASDRC) for its review, as several members of the Committee have relevant professional experience. Ultimately, a proposed plan would be submitted to the Town Council.

3. Wellness Clinics

Wellness Clinics will resume at the RCC on Wednesdays between 9:00 a.m. and 12:00 p.m. Residents are able to meet with a Registered Nurse for a blood pressure check, oxygen saturation test, and other wellness screenings. Appointments can be made with Krista Timken of the Health Department by calling (860) 652-7534 or emailing krista.timken@glastonbury-ct.gov.

4. Cider Mill Property / 1287 Main Street

The residential structure on the Cider Mill property was recently demolished, in large part, by municipal highway staff. The Town is in the process of reviewing a pavilion that would be constructed on site. That process includes engaging with the next-door neighbor on concerns with noise. The project is funded with a State of Connecticut Small Town Economic Assistant Program (STEAP) Grant.

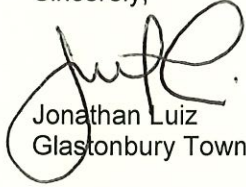
5. Memorial Day Parade

The annual Memorial Day Parade will step off at 9:00 a.m. on Monday, May 29, 2023 from the corner of Main Street and Welles Street. The formal program will take place at Hubbard Green immediately following the parade.

6. Funding for Affordable Housing on Nye Road

On Friday, May 19th, Glastonbury Housing Authority Executive Director Neil Griffin and I met with State Representatives Jill Barry and Jason Rojas. The purpose of the meeting was to provide information about the plans for affordable housing on Nye Road and to request funding for public utility connection expenses. I will keep the Council informed as things develop.

Sincerely,



Jonathan Luiz
Glastonbury Town Manager

RJJ/sal



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MICHELLE KRAMPFITZ
TOWN CLERK
GLASTONBURY CT

**GLASTONBURY TOWN COUNCIL
REGULAR MEETING MINUTES
TUESDAY, MAY 9, 2023**

The Glastonbury Town Council with Town Manager, Jonathan Luiz, in attendance, held a Regular Meeting at 7:00 p.m. in the Council Chambers of Town Hall at 2155 Main Street, with the option for Zoom video conferencing. The video was broadcast in real time and via a live video stream.

1. Roll Call.

Council Members

Mr. Thomas P. Gullotta, Chairman
Mr. Lawrence Niland, Vice Chairman
Ms. Deborah A. Carroll
Mr. Kurt P. Cavanaugh
Mr. John Cavanna {participated via Zoom video conferencing}
Ms. Mary LaChance
Mr. Jacob McChesney
Mr. Whit Osgood
Ms. Jennifer Wang

a. Pledge of Allegiance. *Led by John Cavanna*

2. Public Comment.

Anne Bowman of 62 Morgan Drive, supports an inclusionary zoning ordinance that includes an affordable housing trust fund, funded by fees from developers. The fees should be high enough to discourage developers from not building affordable housing. She does not support an in-lieu fee option. She supports an inclusionary zoning ordinance that is applicable to subdivisions, single family, and multifamily developments. Multifamily developments should be in all zones, not just limited to the PADs. She supports requiring affordable housing units to remain affordable in perpetuity. All populations should be treated equally, with access given to those earning incomes at or below 80% of AMI (area median income).

Pam Lucas of 145 Moseley Terrace, supports a revisioning of the Town's zoning in 2023. She urged the Council to adopt robust inclusionary zoning ordinances to ensure that more affordable housing is actually built in town. Using a 10% requirement for multifamily means that too few units will be built. She does not believe that the in-lieu-of-fee concept will lead to more affordable units being built in the next decade because the Town will not be able to acquire enough money to build more affordable housing. Additionally, it will require a lot of management and logistics that the Town simply lacks. She expressed concern about the prioritization of who will live in affordable housing that gets developed through inclusionary zoning, as people outside of town also need affordable homes.

Rob Dakers of 15 Trifiro Circle, urged the adoption of an inclusionary zoning ordinance

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because it will offer some relief for the housing shortage felt throughout the state and the town.

3. Special Reports. None

4. Old Business.

a. Review, discussion, and possible action on proposed amendments to the Building Zone Regulations – Inclusionary Zoning (set public hearing).

Ms. Caltagirone, Director of Planning and Land Use Services, provided an overview of the TPZ's favorable recommendation for inclusionary zoning. She explained that the Commission recommended using a ten-unit threshold to apply inclusionary zoning to both subdivision projects and proposals coming through the building zone regulations. They also recommended a 10% inclusionary rate, applicable to subdivisions and all other proposed developments. Throughout three public hearings, the Commission discussed whether to include a fee-in-lieu alternative. Thoughts were mixed. There was majority support for it in subdivisions, but less consensus for other developments. If used, the fee-in-lieu should be a substantial amount to support the construction of affordable units in the future. The Town may also have difficulty in setting up that program. The Commission recommended a density bonus tool to keep it available currently through the PAD zoning and in the Town Center and Town Center Mixed Use zones.

Mr. Osgood noted that, in a subdivision, often, only lots are sold. He asked how that would work with the caveat that it must be for 80% of AMI. Ms. Caltagirone stated that, in a subdivision, the lot would be deed restricted. Mr. Osgood asked if they have looked at the prices of what could be constructed on a lot that would still meet that qualification. Ms. Caltagirone stated that the TPZ is still concerned about the economics. They discussed pursuing an economic analysis from an outside consultant. During their second public hearing, the Commission sought comment from the local development community to gather more anecdotal evidence. Two such developers came in, but they were not in support of the proposed inclusionary zoning amendments.

Mr. Gullotta asked whether the Commission discussed a number for the fee-in-lieu and how such fees would be collected, deposited, and spent. Ms. Caltagirone replied no, the Commission did not make a recommendation for a particular amount. They hope for more economic information gathering on local development costs before making such recommendations. They did, however, discuss examples from other towns. Some have set a flat fee for a development, while others have set it as a percentage of AMI. One could also set a fee-in-lieu as a percentage of housing cost, but she has not come across that example.

Regarding the mechanism, Ms. Caltagirone explained that they would need to consult with the Town's land use attorney to understand how to set up and fund an affordable housing trust. It could be funded in various ways, such as fee-in-lieu or more broad development fees. One TPZ commissioner suggested a conveyance tax. There are also multiple ways in which the trust could be set up and administered. Other states have used it to buy existing housing and put it under deed restriction, but one could also put it towards construction, grant programs, or down payment assistance programs.

Mr. Gullotta asked about programs in other Connecticut towns which appealed to Town staff. Ms. Caltagirone explained that she found nine other inclusionary zoning programs and compared their various aspects for the Commission. Three of those towns had fee-in-lieu programs. She was not able to find any information on how housing trust funds have been managed. Mr. Gullotta would like a deeper dive on what other towns are doing and whether there is something that Glastonbury could emulate.

Mr. Cavanaugh asked how much more work and time would be needed to get these text amendments ready for serious consideration. Ms. Caltagirone stated that they have not yet had that conversation because they first would like to hear the Council's inputs on this draft and which direction they would like the research to go. Economic analysis will be necessary. There are also code complexities that will need additional support. More work needs to be done to determine what the right density would be. Also, they would need to determine whether multifamily housing should only be permitted in areas with public water and sewer.

Mr. Cavanaugh asked for the definition of multifamily. Ms. Caltagirone clarified that multifamily development is a term which is not currently defined in the Town's code. A multifamily dwelling is a structure that has three (or more) dwelling units within it. The Tannery is an example of a multifamily development. However, multifamily development can also include multiple single-family houses on a single-family lot. PADs are a way that the Town has approved multifamily in the past.

Mr. Cavanaugh stated that TPZ Commissioner Hasset talked about an additional conveyance tax. He does not believe the Town has the authority to do that currently under state statute. Ms. Caltagirone has not explored that. She would need to seek legal advice on the matter. Mr. Gullotta noted that the word duplex has not been used, but it is also multifamily housing. Ms. Caltagirone clarified that she is not talking about a multifamily dwelling which holds three or more units, but rather, a multifamily development, which could be composed of duplexes, townhouses, three family units, or more dense developments. She noted that the TPZ (in these inclusionary zoning text amendments) did not recommend the pursuit of multifamily development in residential zones. However, it is discussed in the Town's affordable housing plan.

Mr. Gullotta remarked that the TPZ's position is that this could be achieved through a PAD, which is why they do not recommend another path. Ms. Caltagirone explained that, currently, if someone added a large parcel, they would have to subdivide it and be limited to single family lots. Examining current development patterns and what they should be over time takes envisioning. She would like to work with an architect or planner to come up with template forms for what multifamily development should and could look like in residential zones. Mr. Niland asked if they need all that information before opening a public hearing. Ms. Caltagirone stated that the public hearing process is a way to invite the development community and others to add information into the record, so there is a benefit to it. However, she does not have an opinion either way. She will come up with a list of recommended further research to explore.

Mr. Cavanna is concerned that if multifamily developments are added in residential zones, they would make the land more valuable, thereby making it infeasible for the Town to buy land. Mr.

Gullotta thinks that intense development will always have issues of sewer and water, which would mitigate that fear. Ms. Caltagirone agreed that zoning could affect property values, but they need to figure out how much. This is where an economic analysis would be vital.

Ms. Wang is concerned about the Commission's recommendation regarding the prioritization of certain populations. She asked if the GHA gives any prioritization beyond income limits. Ms. Caltagirone replied no, they do not. She did not ask whether they have had such a program in the past. Ms. Wang noted that, in Connecticut, only Darien and Madison have this prioritization program, and Darien no longer has it. There was an investigation from the DOJ, and Darien was found to have violated the Fair Housing Act. Their town repealed that prioritization as part of their inclusionary zoning. While Ms. Wang understands the intention of trying to keep current residents from being priced out, Glastonbury needs to tread carefully, considering fair housing laws. They need to address the root cause of why municipal workers cannot afford to live in town, which seems to be driven by a lack of supply of smaller, more affordable homes. She suggested a deep dive into the Town's zoning regulations to encourage those types of housing.

Ms. Caltagirone explained that there are not many examples of towns in Connecticut to draw from. In San Francisco, many preferences were used, and the city was also challenged by the DOJ, but it was ultimately able to use it. The reason is because they were using prioritization for people who were discriminated against historically. Glastonbury's demographics and history are different, so they would need to be careful about what a preference might have. Ms. Wang asked how the density bonus would work and whether 20% is the correct level. Ms. Caltagirone stated that it depends on where the Council decides they want the baseline to be. She would like to hear feedback before laying out different scenarios. Ms. Wang also asked about other incentives. Ms. Caltagirone can look into process-based incentives, including what other towns have done, and how long it typically takes a project to make its way through the process.

Ms. Carroll shares Ms. Wang's concerns regarding prioritization. She also noted that the TPZ declined to recommend that affordable housing units be the same size as market units but instead preferred to set a minimum size in bedroom count. Ms. Caltagirone explained that other towns commonly require a comparable size between the market rate and affordable units. With a subdivision (which has fewer units), typically, the cost of construction will be high, so that is where having comparable size might be restricting development altogether. They do not wish to make it impossible for development to happen, so the size discussion was focusing specifically on the subdivision scenario.

Mr. McChesney stated that teachers and first responders cannot afford to live in town, so there is merit to exploring the preferential list, but he understands its issues, as well. Because the GHA receives federal funds, he asked whether that restricts them from being able to have preferential treatment. Ms. Caltagirone noted that many cities use preferences and meet fair housing law. Apart from the Fair Housing Act, she is unsure of other special requirements that would need to be met. Mr. McChesney asked how something works practically. Ms. Caltagirone explained that the original developer for the subdivision would need to identify a Housing Authority program administrator responsible for ensuring that the affordable program is carried out with each sale. Right now, they expect that it would be a third party set up specifically to administer affordable housing programs.

Mr. Osgood noted that this is a very complex issue, and the Council is better served segmenting it. He suggested revising the motion so that the public hearing just deals with multifamily and not single-family subdivisions. Mr. Niland does not think that is an unreasonable statement, but he would prefer a general hearing first to hear what can be achieved sooner rather than later. Mr. Gullotta agreed with Mr. Niland. Mr. Osgood is concerned that a general hearing will attract many comments that deal with the whole issue. It may be misleading to the public to see that the Council is going to hold a hearing on the proposed ordinance when no one is comfortable with the draft.

Ms. Wang understands the practical reason for looking at the building zone regulations and not the subdivision regulations, but she wants to ensure that affordable units are included within those because residents have expressed a desire for affordable housing throughout town. She asked what incremental work is required to tackle the subdivision portion of it. Some TPZ members favored fee-in-lieu only for subdivisions, and that is what necessitates the economic analysis. Therefore, she would not amend the motion.

Mr. McChesney does not think this misleads the public because it is a hearing on the TPZ's regulations. He would rather get public input. Ms. Carroll agreed. Mr. Gullotta asked for Town Staff to develop two work plans to present at the public hearing: the first would deal with multifamily and a change to the PAD that would permit multifamily dwellings; the second would look at the subdivisions. Mr. Cavanaugh also would like to determine which questions will need an opinion from the Town Attorney and a discussion regarding outside analysis by a consultant on the economic impact. He would like to know which avenues to pursue to answer those questions.

Motion by: Ms. Carroll

Seconded by: Mr. Cavanaugh

BE IT RESOLVED, the Glastonbury Town Council hereby schedules a public hearing on proposed amendments to Sections 2, 3, 4, and 12 of the Building Zone Regulations and Sections 2 and 3 of the Subdivision Regulations for Inclusionary Zoning for 8 p.m. on Tuesday, May 23rd, 2023 in the Council Chambers of Town Hall, 2155 Main Street, Glastonbury and/or through Zoom Video Conferencing, as described in a report by the Town Manager dated May 5, 2023.

Amendment by: Mr. Osgood

Seconded by: Mr. Cavanaugh

To read, "proposed draft amendments" as opposed to "proposed amendments."

Result: Amendment passed unanimously {9-0-0}.

Result: Amended motion passed unanimously {9-0-0}.

5. New Business.

a. Action to appoint Fire Marshal.

Motion by: Ms. Carroll

Seconded by: Mr. Osgood

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BE IT RESOLVED, the Glastonbury Town Council hereby approves the appointment of Michael Makuch to the position of Fire Marshal with the Town of Glastonbury effective Monday, May 15, 2023, as recommended by the Fire Commission and Town Manager, and as described in a report by the Town Manager dated May 5, 2023.

Result: Motion passed {7-2-0}, with Mr. Cavanaugh and Mr. Cavanna voting against.

b. Action to appoint additional Alternate Town Attorney.

Mr. Luiz stated that a routine legal matter has popped up where both Halloran Sage (the Town Attorney) and Murtha Cullina (the Alternate Town Attorney) are conflicted out, so he has identified another firm he worked with in the past, as a backup to Murtha Cullina.

Motion by: Ms. Carroll

Seconded by: Mr. Cavanaugh

BE IT RESOLVED, the Glastonbury Town Council hereby appoints O'Malley, Deneen, Leary, Messina & Oswecki as an additional Alternate Town Attorney for the term effective May 9, 2023 through August 31, 2025, as described in a report by the Town Manager dated May 5, 2023.

Result: Motion passed unanimously {9-0-0}.

6. Consent Calendar. *None*

7. Town Manager's Report.

Mr. Luiz provided an update on the open space and woodland management plan, noting that GZA has provided a timeline of activities. The project is anticipated to cost about \$84,000, which will be fully funded through the capital budget. The construction costs for the Main Street renovation project would be funded 100% with a state grant. He has consulted CRCOG, which does not foresee any issue with Glastonbury delaying the project by a year, with completion in 2024. Mr. Luiz also noted that Town Engineering staff is proceeding with design on the Main Street Phase 3 sidewalk project, which is 100% grant funded. The DOT determined that the only permissible alternative would be shifting the sidewalk nine feet to the east. Engineering is proceeding with that option.

Mr. Luiz noted that Glastonbury has received the Inaugural Wellspring Award. He also noted that the Town will have \$150,000 available for traffic calming. The plan should be ready in June. The GPD awards will be held at the RCC on May 24. The public is invited to the event. Also, the GPD's inaugural National Night Out Event will be held on August 4 at the RCC. The Parks and Recreation Department has been conducting a survey on the Welles Village playground, which is nearly completed. The results will be used to propose a final project budget. Mr. Luiz noted that has acquainted himself with CRCOG. He plans to represent Glastonbury on the Municipal Services Committee and at the Policy Board meetings with Mr. Niland. He also noted that the annual sale of compost bins and rain barrels has concluded.

Mr. Luiz received a call from State Senator Rahman's office, inquiring whether Glastonbury would like to apply for \$300,000 in capital funding. The turnaround time for the grant is rapid, so he requested that this item be added to the agenda for discussion and possible action.

Motion by: Mr. Niland

Seconded by: Mr. Cavanaugh

To add to the agenda discussion and possible action on the matter of applying for a \$300,000 state grant.

Result: Motion passed unanimously {9-0-0}.

Mr. Cavanaugh asked if they could apply for several of the projects or must they submit a single project. Mr. Luiz noted that it is helpful to submit a single project because Glastonbury will be competing with other communities. Mr. Gullotta asked if there are any thoughts on how the Town would spend the funds. Mr. Luiz noted that he has gone through the FY24 CIP list and identified projects scheduled for FY25 which could be eligible: \$450,000 for Minnechaug Golf Course improvements, \$325,000 for Addison Park renovations, \$450,000 for traffic signal upgrades, \$250,000 for sidewalk maintenance, and \$275,000 for the Slocomb Mill restoration.

Ms. Carroll expressed support for the Addison Park renovations. Other Councilors also expressed support for that project.

Motion by: Ms. Carroll

Seconded by: Mr. Niland

BE IT RESOLVED, that the Glastonbury Town Council hereby submits the Addison Park renovations project for a \$325,000 state grant.

Disc: Ms. Wang lives close to the park, which attracts people from all over town. The equipment is getting old, so this would be a wonderful investment.

Result: Motion passed unanimously {9-0-0}.

Ms. LaChance noted that, in three years, the nation will commemorate the 250th anniversary of the signing of the Declaration of Independence. She suggested planning a series of events in town for the occasion. Mr. Gullotta thinks that it is a great idea. Regarding the Main Street sidewalk project, Mr. McChesney explained that the Council agreed to go forward on a particular design which the DOT did not allow. The Town held another public hearing, where an attorney stated that his client would push back. Mr. McChesney would like to know what happened with that. He then asked if the Addison Pool renovations would affect the summer pool hours. Mr. Luiz replied no, the project would begin after the summer. Mr. McChesney encouraged all to get the compost bins. He is also excited that the Friends of the Welles-Turner Library Book Sale is happening next week.

Mr. Osgood stated that Mr. Luiz mentioned an internal review on the Main Street project development and whether street parking could be included in their regulations. Mr. Osgood believes that the matter was addressed and denied. Mr. Luiz will check and follow up. Ms. Wang

appreciated the Manager's report and getting these updates, especially on matters that have not been discussed by the Council in months. Mr. Luiz noted that he is putting together a matrix of all projects and whether they are grant funded. He will share that once it is done.

8. Committee Reports.

a. **Chairman's Report.** *None*

b. **MDC.** *None*

c. **CRCOG.**

Mr. Niland stated that the state has rolled out a new retirement savings plan for businesses with five or more employees, at no cost to the employer. There is also \$1 million in the Safe Streets and Roads for All grant program. CRCOG also seeks to complete the gaps on the East Coast Greenway from Hartford to Simsbury. Mr. Niland urged all to support the GEF 5K Run/Walk this weekend.

9. Communications. *None*

10. Minutes.

a. **Minutes of April 25, 2023 Regular Meeting.**

Motion by: Ms. Carroll

Seconded by: Mr. Cavanaugh

Result: Minutes were accepted unanimously {9-0-0}.

11. Appointments and Resignations. *None*

12. Executive Session.

a. **Discussion of the selection of a site or the lease, sale, or purchase of real estate.**

Motion by: Ms. Carroll

Seconded by: Mr. Cavanaugh

BE IT RESOLVED, that the Glastonbury Town Council hereby enters into executive session for discussion of the selection of a site or the lease, sale, or purchase of real estate at 8:49 P.M.

Result: Motion passed unanimously {9-0-0}.

Present for the Executive Session item were council members, Mr. Tom Gullotta, Chairman, Mr. Lawrence Niland, Vice Chairman, Mr. Kurt Cavanaugh, Mr. John Cavanna, Ms. Deb Carroll, Ms. Mary LaChance, Mr. Jake McChesney, Mr. Whit Osgood, and Ms. Jennifer Wang, with Town Manager, Jonathan Luiz and Director of Planning and Land Use, Shelley Caltagirone present.

The Executive Session ended at 9:45 P.M. No votes were taken following the Executive Session.

The meeting adjourned at 9:46 P.M.

Respectfully submitted,

Lilly Torosyan

Lilly Torosyan

Recording Clerk

Thomas Gullotta

Chairman