

# TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

## Town Planner

To: Housing Needs Study Committee  
From: Town Planner Craig Minor, AICP  
Date: May 22, 2020  
**Subject: Newington “Affordable Housing Plan”**

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I am sending you this memo because, according to the Town of Newington website, you are a member of the Housing Needs Study Committee. I have been directed by the Town Manager to ask the Housing Needs Study Committee to provide the staff with guidance in preparing Newington’s first “Affordable Housing Plan”.

Sec. 8-30j of the Connecticut General Statutes requires all towns to adopt or update an Affordable Housing Plan every five years. The statute does not provide much guidance as to what should be in the Plan, but the table of contents for the Affordable Housing Plan of other Connecticut municipalities looks something like this:

- I. What is “Affordable Housing”?
- II. Why Does [Our Town] Need More Affordable Housing?
- III. What is [Our Town’s] Affordable Housing Goal?
- IV. How will [Our Town’s] Affordable Housing Goal Be Met?
- V. How Does Affordable Housing Happen?
- VI. Recommendations.

The planning consulting firm of Planimetrics has been hired to help with this task. Planimetrics is currently working with TPZ to update Newington’s Plan of Conservation and Development, so they are very familiar with Newington, its demographics and housing inventory.

While Planimetrics and the TPZ staff are capable of developing an Affordable Housing Plan by ourselves, for the Plan to be the best that it can be and to have credibility, it needs to be directed by Town residents such as you. I hope that we can count on your support in this very important endeavor.

I will contact you in the next few days with the time and date of a Zoom meeting to go over the project expectations, goals/objectives, and schedule. Feel free to call or email me if you have any questions: 860-665-8575 or [cminor@newingtonct.gov](mailto:cminor@newingtonct.gov)

cc:  
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**Sec. 8-30j. Affordable housing plan. Hearing and adoption. Amendments. Filing requirement.**

(a) At least once every five years, each municipality shall prepare or amend and adopt an affordable housing plan for the municipality. Such plan shall specify how the municipality intends to increase the number of affordable housing developments in the municipality.

(b) The municipality may hold public informational meetings or organize other activities to inform residents about the process of preparing the plan. If the municipality holds a public hearing, at least thirty-five days prior to the public hearing on the adoption, the municipality shall file in the office of the town clerk of such municipality a copy of such draft plan or any amendments to the plan, and if applicable, post such draft plan on the Internet web site of the municipality. After adoption of the plan, the municipality shall file the final plan in the office of the town clerk of such municipality and, if applicable, post the plan on the Internet web site of the municipality.

(c) Following adoption, the municipality shall regularly review and maintain such plan. The municipality may adopt such geographical, functional or other amendments to the plan or parts of the plan, in accordance with the provisions of this section, as it deems necessary. If the municipality fails to amend such plan every five years, the chief elected official of the municipality shall submit a letter to the Commissioner of Housing that explains why such plan was not amended.

(P.A. 17-170, S. 2.)