



Proposed Approach

Scope of Work

A three-phase approach to preparing the Affordable Housing Plan is recommended.

1 Scoping / Researching

NOVEMBER

1. Meeting with the Affordable Housing Committee to discuss/confirm the overall goals of the project (1 meeting)
2. Review existing plans, studies, and documents to identify impediments / opportunities relative to affordable housing development:
 - a. Plan of Conservation and Development and Land Use Regulations (Zoning, Subdivision)
 - b. Regulatory and non-regulatory constraints to development of affordable housing
 - c. Existing housing supply including existing "affordable housing" (naturally occurring, assisted, deed-restricted, Housing Authority, etc.)
 - d. Demographic patterns / socio-economic trends / housing trends
 - e. Possible housing opportunity areas

DECEMBER

3. Public meeting or on-line survey to get community input on housing issues / topics
4. Prepare a summary report summarizing issues / findings and community input

2 Organizing / Strategizing

JANUARY

1. Prepare a summary report outlining possible strategies to address housing related issues / needs
2. Meeting with the Affordable Housing Committee (1 meeting) to discuss issues/findings and possible strategies



3 Preparing / Adopting

FEBRUARY

1. Prepare draft affordable housing plan including:
 - a. A community values statement,
 - b. History of affordable housing in Easton,
 - c. Assessments of:
 - i. Housing needs
 - ii. Land use and zoning
 - iii. Housing market
 - d. Goals, policies, and action items to increase the amount of affordable housing in Easton
 - e. Recommendations regarding Town regulations and policies
 - f. Identification of potential housing opportunity areas
 - g. An implementation table.
2. Meeting with the Affordable Housing Committee (1 meeting) to discuss draft affordable housing plan

MARCH

3. Public input meeting (1 meeting) to get community input on the draft Plan

APRIL

4. Meeting with the Affordable Housing Committee (1 meeting) to revise draft Affordable Housing Plan, if needed
5. Finalize Affordable Housing Plan with Affordable Housing Committee
6. Issue *proposed* Affordable Housing Plan

MAY

7. Present the Affordable Housing Plan at a public hearing on adoption in accordance with CGS 8-30j (1 meeting)