

Town Assistance

LCRVCOG's eleven member professional staff serves as a resource for its member towns. Staff can respond to a variety of requests in a broad range of subjects. Smaller requests may be met at no additional charge to the member towns, while larger projects may require a negotiated agreement for contracted services at an additional fee. Each town has a unique character and sometimes unique needs. While the following list is a sample of services that are available to towns, please call and ask about a project if you don't see it listed. The LCRVCOG website has more information on the knowledge base of LCRVCOG staff.

Types of Assistance:

- Coastal site plan reviews
- Harbor management
- Survey/Questionnaires – Collection and Analysis
- Legislative research
- Large Project Assistance – special permit/subdivision/site plan review
- Research in planning techniques (village districts, TOD, design review)
- AICP support for village districts
- Assistance with regulation updates – zoning, subdivision, wetlands issues
- Infrastructure and capital improvements planning
- Updates to Plan of Conservation & Development
- Special area planning studies
- Data collection and research based on municipal issue
- Census information/research
- Liaison with state agencies as needed
- Geospatial mapping (GIS)
- Open space preservation support, mapping, best practices for acquisition, maintenance, long range planning
- Forestry planning
- Liaison to American Planning Association as needed
- Economic development planning – project support/agriculture industry & planning
- Community Gardens
- Grant writing/applications
- Coordination of multi-town projects or shared services
- Facilitator for planning/group meetings
- Public Outreach Workshop planning, development and assistance
- Fielding question on new planning initiatives-law-techniques
- Housing studies/affordable – planning
- Riparian corridor planning and preservation (lakes, streams, rivers)
- Historical research support
- Service delivery questions
- Representation at forums and workshops for subject matter expertise
- Projects beyond time available to local land use officials
- Planner job descriptions/salary survey surveys, assistance with recruiting
- Serving as interim substitute ZEO staff on limited time basis.
- Household hazardous, waste disposal, recycling education
- Initial Utilities Liaison/Planning- Water-Waste systems – Power

Types of Transportation Assistance: traffic counts, transportation planning (roads, buses, bicycles, pedestrians, rail), special studies, parking studies, congestion management, freight, access for disadvantaged populations, transit service liaison, special corridor studies, safe school access, data collection and research.

Time Available:

Staff time requests should come through the First Selectman/Mayor's Office and/or municipal Planning/Zoning Commission as determined by the town for town assistance/projects:

Up to 50 hours* per town/year before direct billing to town. This does not include:

- Access to existing regional-town data or information available through a short series of phone calls or emails.
- Quick research that would be of benefit to the entire region.

Certain small studies or projects that are transportation related can be done with transportation funding. Transportation funding can also be used as staff time is available to assist with transportation planning for town transportation projects, or updates to the transportation section of the municipal Plan of Conservation and Development

If you have a specific project in mind, please give us a call. The staff can work with you on; project scope, on staff time available, and delivery. Staff can also work with you to determine whether the project will require more than 50 hours.

Map Printing: If you need printed maps, the cost continues to be \$2/sq. ft. This covers our paper and ink costs.

*From past experience, many towns are not likely to use the LCRVCOG for assistance over the course of one year. Over time, assistance to towns varies depending on need. This is a new experience for our new LCRVCOG and after a couple of years; we will have a better understanding of how towns are using LCRVCOG assistance.