Insert Municipal Header

Date

Secretary Jeffrey Beckham

Office of Policy and Management

450 Capitol Avenue

Hartford, CT 06106-1379

Commissioner Garrett Eucalitto

Department of Transportation

P.O. Box #317546

2800 Berlin Turnpike

Newington, CT 06131-7546

Commissioner Katie Dykes

Department of Energy and Environmental Protection

79 Elm Street

Hartford, CT 06106-5127

Commissioner Daniel H. O’Keefe

Department of Economic and Community Development

450 Columbus Boulevard

Hartford, CT 06103

RE: Notice of Expired Plan of Conservation and Development

Dear Secretary Beckham and Commissioners Eucalitto, Dykes, and O’Keefe:

In accordance with Section 8-23 of the Connecticut General Statutes (CGS), I am notifying you that the Plan of Conservation and Development (POCD) for the Town/City of \_\_\_\_\_\_\_\_\_\_\_\_ was last adopted by its Planning Commission/Planning and Zoning Commission on Date, and is considered to be expired because it is more than 10 years old. As a result, the Town/City of \_\_\_\_\_\_\_\_\_\_\_\_ is ineligible for discretionary state funding until the Planning Commission/Planning and Zoning Commission adopts a new POCD.

Please use this paragraph to explain the reason(s) why the POCD was not revised and adopted in a timely manner and the steps being taken to comply with CGS Section 8-23.

Until such time that a new POCD is adopted, I understand that the Town/City of \_\_\_\_\_\_\_\_\_\_\_\_ must attach a copy of this letter to each application for discretionary state funding that is submitted to an administering state agency. Furthermore, I understand that an administering state agency will not consider an application submitted by the Town/City of \_\_\_\_\_\_\_\_\_\_\_\_ as eligible for discretionary state funding, unless the OPM Secretary has expressly waived such prohibition. I intend to initiate the waiver request process only if there is a need for the Town/City of \_\_\_\_\_\_\_\_\_\_\_\_ to apply for discretionary state funding during the period that its POCD is expired.

In summary, I would like to reaffirm the Town/City of \_\_\_\_\_\_\_\_\_\_\_\_’s commitment to a thorough and comprehensive public process for developing its POCD.

Sincerely,

Name of Chief Elected Official

Cc: Planning Commission/Planning and Zoning Commission