

## Town Owned Property Re-Use Evaluation Process

**Purpose:** This process is intended to establish the procedure by which unused or underutilized town owned property is reviewed for future use or disposition.

**Goals:** The goals of this process are:

1. Preserve the character of the Town
2. Enhance the quality of life for its residents and visitors
3. Enhance the sense of place for the Town
4. Grow the Grand List in order to diversify the tax base
5. Divest from real property with little to no value to the Town

### Process

1. The Town Manager will establish a Town Owned Property Evaluation Committee (Committee) that will meet from time to time to review town owned properties.
2. The Committee will seek input from relevant departments, agencies and entities and will consider the following questions in evaluating properties:

Is the property currently used by a town department?

Does the property support a municipal function?

Is there a foreseeable use by any town department?

Is the property suitable for recreation or open space purposes?

Is the property suitable for road or drainage improvements?

Will significant economic development opportunities be generated by the sale of the property?

Will the town be relieved of potential liabilities and/or cost of maintaining the property?

3. The Committee will submit a recommendation to the Town Council regarding the disposition of property. The recommendation may be to sell the property, to sell a portion of the property, to sell the property with restrictions, to sell the property as a whole or in individual parcels or to retain the property for a certain purpose.
4. If the Town Council determines that the property should be sold, the determination will be referred to the Planning Commission under CGS 8-24 and the Town Manager's office will proceed with the sale in accordance with the Town Charter and applicable state statutes