# Guidance for Statutory Referrals to WestCOG

State law requires municipal planning and zoning commissions to forward many proposed land use decisions to one or more regional Councils of Governments (COGs) for review through a process called “referral.”

## When is a referral required?

Applicable land use proposals that require a referral include:

1. ***Zoning map or text change*** affecting land within five hundred feet of the boundary of another municipality. Notice to WestCOG shall be made no later than thirty days before the public hearing. (Connecticut General Statutes Sec. 8-3b)
2. ***Subdivision*** of land abutting or in two or more municipalities. Notice to WestCOG shall be made no later than thirty days before the public hearing. (Connecticut General Statutes Sec. 8-26b)
3. ***Municipal Plans of Conservation and Development*** for a report of consistency with the Regional, State, and other municipal POCDs in the region. Notice to WestCOG shall be made no later than sixty-five days before the public hearing. (Connecticut General Statutes Sec. 8-23h (4))
4. ***Addition/revision of coastal regulations in the Municipal Plan of Conservation and Development*** shall be submitted to WestCOG and to the Commissioner of the Department of Energy and Environmental Protection. Revisions may be adopted upon receipt of comments from both the COG and the Commissioner or ninety days after receipt by the Commissioner. (Connecticut General Statutes Sec. 22a-102d)
5. ***Proposals of regional significance*** may be submitted to WestCOG for referral on a voluntary basis. (Connecticut General Statutes Sec. 4-124u) Some examples of projects of regional significance include ones including at least:
   1. Five hundred thousand square feet of indoor commercial or industrial space,
   2. Two hundred fifty residential housing units in structures under four stories, or
   3. One thousand parking spaces.

## Where should a referral be sent?

State law requires each referral to be sent to WestCOG and, if one or more municipalities outside of the region are implicated (under #1-2 above), to the COGs representing those municipalities. No referrals are required to New York State.

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| Municipality | Send all referrals to |
| Bethel | WestCOG |
| Bridgewater | WestCOG  *and* NHCOG (only changes affecting land within 500’ of Roxbury or subdivisions involving Roxbury)  *and* NVCOG (only changes affecting land within 500’ of Southbury or subdivisions involving Southbury) |
| Brookfield | WestCOG |
| Danbury | WestCOG |
| Darien | WestCOG |
| Greenwich | WestCOG |
| New Canaan | WestCOG |
| New Fairfield | WestCOG |
| New Milford | WestCOG  *and* NHCOG (only changes affecting land within 500’ of Kent, Roxbury, or Washington; or subdivisions involving Kent, Roxbury, or Washington) |
| Newtown | WestCOG  *and* MetroCOG (only changes affecting land within 500’ of Easton or Monroe; or subdivisions affecting Easton or Monroe)  *and* NVCOG (only changes affecting land within 500’ of Oxford or Southbury; or subdivisions affecting Oxford or Southbury) |
| Norwalk | WestCOG |
| Redding | WestCOG  *and* MetroCOG (only changes affecting land within 500’ of Easton or subdivisions affecting Easton) |
| Ridgefield | WestCOG |
| Sherman | WestCOG  *and* NHCOG (only changes affecting land within 500’ of Kent or subdivisions affecting Kent) |
| Stamford | WestCOG |
| Weston | WestCOG  *and* MetroCOG (only changes affecting land within 500’ of Easton or Fairfield; or subdivisions affecting Easton or Fairfield) |
| Westport | WestCOG  *and* MetroCOG (only changes affecting land within 500’ of Fairfield or subdivisions involving Fairfield) |
| Wilton | WestCOG |

## How do I send a referral?

Submissions should include all relevant materials and the date of the public hearing. While **email submissions are preferred**, hard copies can be sent by certified mail, return receipt to the appropriate contacts below.

### Referrals to WestCOG

Send referrals to:

Attn: Land Use Referral

Western Connecticut Council of Governments

1 Riverside Road

Sandy Hook, CT 06482

Phone: 475-323-2060

Email: [referrals@westcog.org](mailto:referrals@westcog.org)

### Referrals to MetroCOG

Send referrals to:

Matt Fulda, Executive Director

Connecticut Metropolitan Council of Governments

1000 Lafayette Boulevard

Bridgeport, Connecticut 06604

Phone: (203) 366-5405

Email: [mfulda@ctmetro.org](mailto:mfulda@ctmetro.org)

### Referrals to NHCOG

Send referrals to:

Robert A. Phillips, Executive Director

Northwest Hills Council of Governments

59 Torrington Road, Suite A-1

Goshen, Connecticut 06756

Phone: (860) 491-9884

Email: [jayer@northwesthillscog.org](mailto:jayer@northwesthillscog.org)

### Referrals to NVCOG

Send referrals to:

Rick Dunne, Executive Director

Naugatuck Valley Council of Governments

49 Leavenworth Street, Suite 303

Waterbury, Connecticut 06702

Phone: (203) 757-0535

Email: [referrals@nvcogct.org](mailto:referrals@nvcogct.org)