

Yale University President's Public Service Fellowship

Proposal for Fellowship Placement • Summer 2021

- Organization: City Plan Department, City of New Haven
- Full street address of organization (*Fellows must be provided with a desk and computer at placement site and cannot work remotely*): 165 Church Street, New Haven Ct
- Website: <https://www.newhavenct.gov/gov/depts/planning/default.htm>
- Name and title of person who will be the Fellow's direct supervisor (*the supervisor must be available to supervise Fellow daily*): Aicha Woods, Executive Director of City Plan as well as the Deputy Director of Zoning.
- Phone number and e-mail address of proposed direct supervisor:
awoods@newhavenct.gov
203-745-6100
- Placement dates (*8-11 weeks between Tuesday, June 1 and Friday, August 13, 2021*):
- Are placement dates flexible? If so, please describe: Yes
- Proposed work schedule (*placements should be equivalent to full-time and not more than 37.5 hours/week*):

Work hours are 9-5 daily, with 1-hour lunch break. Position may require occasional evening and weekend meetings and events. Hours can be flexible to accommodate.

Placement Description

- Organization description (*mission statement, population served. 150 words or less.*):
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The City Plan Department facilitates the physical development of the City and encourages the development of sustainable, resilient and equitable land use, economic, and social policy. The department is responsible for the [Comprehensive Plan of Development](#), as well as other area-specific development plans.

The department works with stakeholders, city agencies, commissions, and boards to provide planning, zoning, and development information and advice, engaging with residents, businesses, and developers in shaping and achieving the City's development objectives.

Zoning Matters: Support an impact analysis and engagement process to help craft inclusive and sustainable planning and zoning policy for the City of New Haven.

- Write a more complete description of the specific project you propose and list the duties/outcomes expected of the Fellow. (*Suggested length: one to two pages.*)

The City of New Haven, like many growing cities across the US, is working on substantial updates to the underlying zoning ordinances and land use policies to align with the city's development goals. Many of the existing ordinances were written in 1926 when the city adopted its first zoning ordinance and substantially updated in the early 1960s to accommodate the automobile and new industrial areas such as Long Wharf.

Like other cities, new challenges face New Haven in 2020: Increasing inequity and housing cost burdens, the need for a deeply sustainable and resilient land use and mitigating climate change impacts. The practice of planning and land use policy has also evolved from a top down approach to a more inclusive and participatory models.

Because of the broad cross cutting nature of planning discipline, this position allows for an Fellow to focus on a particular topic that may be of interest to them or aligned with ongoing research, whether it is inclusionary zoning, density increases, historic preservation ordinance, green building ordinances or design and form based code guidelines. Underlying all these topic areas will be a focus on an inclusive practice as well as communication strategy.

The Fellow can expect the following types of assignments depending on skill set and interest areas:

- Research best practices and outcomes from similarly situated cities.
- Collect and analyze data regarding potential zoning proposals including mapping and measuring existing conditions and forecasting potential impacts using 3D GIS platforms or other scenario and visualization tools.
- Assist staff with outreach and engagement to foster a collaborative and transparent process with stakeholders.
- Support staff in translating a set of goals and objectives to ordinance language.
- Help draft a submission package to the Board of Alders with zoning language and map updates.

-Support staff with administration of Planning and Zoning process. Assist with researching and writing staff reports for the City Plan Commission and Board of Zoning Appeals. This experience is invaluable to understanding how policy is implemented at municipal level.

- Specific skills/experience required for the project:

This position requires strong research, writing and data analysis skills as well as graphics and communications and interpersonal and creative problem-solving skills. The department is a lean and fast paced environment with a high-volume workload so the applicant must be resourceful and self-directed.

Students with a focus on urban studies, law, environmental studies, architecture or planning are especially encouraged to apply however anyone on with a passion for cities is welcome.

The position may require periodic evening meetings or neighborhood visits.

- Briefly describe the work that Yale PPSF Fellows have done with your organization in the past and present. If you have not worked with Yale Fellows, describe any work that Yale students have done with your organization.

The City Plan department has a long history of hosting President's Fellows. Fellows have worked on neighborhood engagement, historic research, waterfront resiliency and data analysis among many other projects. We are currently working with two Urban Fellows from Dwight Hall who are assisting with staff on the zoning updates and community engagement process. The current City Plan director began her career with a President's Fellow internship at New Haven City Plan.
