

# The CLT Technical Manual

## Preface

The National CLT Network is pleased to make this technical guide available to community land trust practitioners and those interested in organizing new community land trusts. *The CLT Technical Manual* is a work that has evolved during a quarter century when CLT experience itself was evolving rapidly. In its newly expanded form, the manual provides a comprehensive, practical guide for the ongoing operation of CLTs, as well as for future CLT start-ups.

The original “CLT manual” was developed by a group of attorneys and CLT pioneers brought together in the 1980s by the Institute for Community Economics (ICE). Their work was published by ICE as the *Community Land Trust Legal Manual* in 1991. Major contributors were Chuck Matthei, ICE’s Executive Director; David Abromowitz, author of the original version of the Model CLT Ground Lease, among other materials; Deborah Bell, author of the chapter on the Enforceability of the CLT’s Preemptive Right; and Chuck Collins, ICE’s Technical Assistance Director. Financial support was provided by the Massachusetts Housing Partnership.

In 2002, ICE published a new edition of the manual, revised in the light of a growing body of practical experience with CLTs. Two new chapters were added, dealing with operational rather than legal matters, increasing the total to 14 chapters. The new work was accomplished primarily by people actively engaged in providing technical assistance to CLTs, including ICE staff members Kirby White and Jeff Yegian, and Burlington Associates members John Davis, Tim McKenzie, Michael Brown, and Mary O’Hara – again in consultation with attorney David Abromowitz. Financial Support was provided by the U. S. Department of Housing and Urban Development.

By the time work began on the current manual, late in 2008, ICE had ceased to exist as an independent organization, and its intellectual property, including its rights to the *Community Land Trust Legal Manual*, had been transferred to Equity Trust, Inc., which agreed to share these rights with the National CLT Network so that the Network could undertake a further revision and expansion of the material. Financial support for the project was committed by the Lincoln Institute of Land Policy. The work entailed by this undertaking has extended through a period of more than two years.

Most of the material included in most of the chapters of the 2002 manual has been retained in the present manual, though portions have been restructured and the emphasis in some chapters has shifted. Certain chapters have been substantially expanded, and the titles of some have changed. A number of new chapters have been added (these are noted in the table of contents).

The work has drawn on the expertise of many more people – and the experience of many more CLTs – than was the case with previous manuals. At the time of the CLT Network’s 2008 annual meeting in Boston, the Editorial Committee agreed on a basic plan for the project. Subsequently, “work groups” were organized to provide input for new chapters on “CLTs and Condominiums,” “CLTs and Limited Equity Coops,” “Post-Purchase Stewardship,” and “Planning for Sustainability,” and for the thorough review and revision of the Model Lease. Each group “met” repeatedly in conference calls (the group working on the Model Lease, participated in more than a dozen calls over a period of almost a year).

The total amount of time, care and wisdom contributed by the many people involved has been huge. It is impossible to give adequate recognition to each, but those who have made significant contributions include the following.

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This manual is in every sense the product of a growing National Network.

--Kirby White, Editor