

Town of Richmond Housing Committee Meeting Minutes

Date: February 18, 2025

Time Started: 5:33p

Time Ended: 7:01 pm

Keith Osborne, Host, Town Planner

Present: Virginia Clarke, Mark Hall (Chair), Andrew Mannix, Connie van Eeghen

Guest: (none)

Absent: Nick Blanchet

Committee is approved at 5 members, 2 alternates (5/16/22); quorum is 3

1. Welcome and troubleshooting (0:00:00)
2. Adjustments to Agenda 0:00:30
 - a. Keith recently sent out documentation from CCRPC for the Town Plan goals
3. Approval of the January 25, 2025 meeting minutes 0:0:15
 - a. Accepted as written
4. General Updates and Discussion – Committee
 - a. Brainstorm/Review Town Plan Goals 0:01:30
 - i. Does the Housing Committee own the entire “Housing” section?
 1. Housing Committee can comment on the past plan and add new action items
 - ii. There will be a kick off Town Plan 2026 event in March, tentatively followed by
 1. Farmer’s Market: once/month table with different topics: natural resources, housing, transportation, utilities/facilities
 2. Charette: 1-2 day long workshop/open house at Town Center, with a housing committee member in attendance at some times
 - iii. Other social activities sponsored by the Housing Committee
 1. Tour of multi family units or weatherized homes
 - iv. Town Plan draft: https://richmondvt-my.sharepoint.com/:w:/g/personal/koborne_richmondvt_gov/Ecq23GpRSEdBITm2yghWWasUBhu_h0Xg1_M4A7j0CN_Vzmw?e=05OySF
 1. H1,1: Zoning regulations: CCRPC recommends being more affirmative (rather than encouraging) and detailed oriented.
 - a. Keep as is, possibly removing “commercial”
 - b. May need to be more specific based on Act 47: Specify the actions to be taken
 2. H1,2: Mobile home park support
 - a. Keep in plan; very valuable to overall objective to supply housing that is affordable
 - b. Actions: develop relationship with owner, include residents
 - c. Move to “affordable housing” section
 3. H1,3: Housing Committee: continue to conduct an active Housing Committee and support its recommendations
 - a. Incorporate elements from the Committee’s charge
 4. H1,4: Residential development in areas identified for growth
 - a. Have increased density in Village districts, as required by recent law
 - b. Future Land Use Map will identify the Village districts as “areas identified for growth”
 - c. Keep as “ongoing” with respect to “infill development” (e.g. ADUs) and additions to existing buildings, due to lack of space for new construction, while mindful of stormwater considerations
 - d. Consider adding a “master development plan” as a specific goal, although this may be beyond what the Committee can take responsibility for.

5. FLU (Future Land Use) 1,1: Municipal infrastructure improvements
 - a. Includes our work on water/sewer, sidewalks, and other past research
 - b. We know that there will investment needed in the short, medium, and long term
 - c. Be included in discussions in the W/S and Selectboard meetings; build connectivity with the W/S plan, the stormwater plan, and future long term development plan that includes housing
6. FLU 1,2: policies re: encouraging affordable housing development
 - a. Respond to CCRPC recommendations and HOME Act
 - b. Educational materials to explain zoning requirements
7. ED (Economic Development) 3,2: Downtown Master Plan
 - a. Note that Jonesville commercial activity is n the flood plain; strike from Town Plan
 - i. Need to ask Jonesville residents what they want; focus group?
 - ii. What is the identity that residents want to have; in the past, it's been a hamlet, providing small businesses within walking distance of its residents
 - b. Do we need a Downtown Master Plan?
8. ED 5,2: Increase supply of affordable housing
 - a. Merge with FLU 1,2 above
9. New Items from the Strategic Housing Plan, many of which are about supporting new opportunities that come our way
 - a. Build a system for supporting residential development projects that are proposed within the community. Develop a pipeline of upcoming projects from DRB, Planning and Zoning, developers, etc. Create the mechanisms needed to review, approve and show the Towns backing of projects that fulfill the objectives related to low- and moderate-income households. Raise the profile of the housing committee to be available to review. This could include:
 - i. Letters of support (like the past revolving loan program)
 - ii. Request more input from DRB
 - b. Housing trust
 - c. Master Plan for the Gateway
 - i. Previously, the water/sewer district was expanded to include the Gateway, but the lines to do so were not approved, due to the burden of funding. Re-write the paragraph to reflect this.
 - d. Support the Neighborhood Development Area (NDA) designation
 - i. Remove: this designation is going to be replaced with new mechanisms
 - e. Partner with housing organizations that support affordable housing community projects
- b. Review Strategic Housing Plan 1:22:00
 - i. https://richmondvt-my.sharepoint.com/:w:/g/personal/koborne_richmondvt_gov/EZy7-HIYOWtFo_94MfoHmcEBS3Qm33KE17tiMRO9MvhBLA?rttime=cWqKEW1Q3Ug
 - ii. Updated Water/Sewer section
- c. Community Outreach tied to Town Plan activities – next time

5. Other business, correspondence, and adjournment 1:28:00

- a. Next meeting: Wed, March 26, 5:30
- b. Proposed agenda to include: Town Plan, Strategic Housing Plan, Community Outreach tied to Town Plan
- c. Agreed to adjourn at: 7:01p

Recorded by Connie van Eeghen