

**NORWICH PLANNING COMMISSION  
AFFORDABLE HOUSING SUBCOMMITTEE**

**AGENDA**

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**Monday, September 21, 2020, Town Zoom Meeting, START TIME 6pm**

Join Zoom Meeting <a href="https://us02web.zoom.us/j/81242668798">https://us02web.zoom.us/j/81242668798</a> 877 853 5257 US Toll-free 888 475 4499 US Toll-free Meeting ID: 812 4266 8798
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1. Approve Agenda
2. Comments from the Public
3. Approve Minutes – 8-17-20
4. Updates and Discussion
  - a. Fundraising / Land issues
  - b. Education / Outreach issues (see attached)
  - c. Policy issues
5. Webpage for Norwich Affordable Housing Subcommittee
6. Announcements, Reports & Correspondence
7. Other Business
8. Comments from the Public

Enclosures:

1. 8-17-20 AH Draft Minutes
2. ADU education strategy/Shepard

Town of Norwich  
Affordable Housing Sub-committee  
Draft Minutes  
August 17, 2020

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Location: Act 92 compliant virtual Open Meeting via Zoom

Members Present: Jeff Lubell (Chair), Jeff Goodrich, Paul Manganiello, Brian Loeb, Kathleen Shepard, Creigh Moffatt, Gordon Greenfield, Ralph Hybels  
Public Present: Stuart Richards  
Staff: Rod Francis

Meeting called to Order: 6:04pm

- 1) Approve Agenda: Manganiello moved and Goodrich seconded a motion to approve the agenda. Motion carried 7 – 0.
- 2) Comments from the Public: None.
- 3) Approve Minutes of July 20, 2020: Moffatt moved and Manganiello seconded a motion to approve the minutes of July 20, 2020 as amended, by adding “Goodrich noted his concern that Open Meeting Law (OML) requirements apply to the working groups”. Motion carried 8 – 0.
- 4) Update on Open Meeting Law (OML) Requirements: Manganiello moved and Shepard seconded a motion to disband the Working Groups. Motion Carried 6 – 1 – 1.
- 5) Discussion.
  - a) Policy
  - b) Education/Outreach
  - c) Fundraising/LandSubcommittee members discussed each of these key areas of work
- 6) Webpage for Norwich Affordable Housing Subcommittee: It has been reformatted.
- 7) Announcements, Reports & Correspondence: None
- 8) Other Business: None
- 9) Comments from the Public: None
- 10) Meeting Adjourned 7:28pm

Respectfully submitted,  
Rod Francis

Goal: Publicize the existence of the Norwich Housing Strategy

An objective: to learn about ADU's in our region in order to spread the concept and skills for producing them. (From the Strategy: To help promote the development of ADUs, the Affordable Housing Subcommittee will work to educate residents about ADUs and the process for obtaining financing and contractor services to make an ADU possible. The Subcommittee will also investigate the potential barriers to the development of ADUs and consider how they could be addressed by town action.)

A method: Pick out an interesting topic from the Strategy, e.g. ADU's, and write short articles in listserv (and elsewhere?) about various aspects:

- the definition,
- the advantages in established New England towns,
- the value of adding small scale, lower cost housing
- the relative ease and low cost of creating ADUs

A task: How do we find people to advise and consult with Norwich residents on building ADU's?

Resources: Find people who own or live in ADUs that are willing to speak up about it. I checked with the Listers and they don't have a way to sort listings for ADU's. We might invite landlords to be in touch with people on the committee.

Here's the kind of article I'm thinking of. But before we put anything out, we'd have to make a plan for similar topics to appear at intervals, and where.

Here's an example of a listserv item.

Subject line: What's a Granny Flat?

Last March, just as Covid19 became the central theme of everything, our Town Plan was adopted. Appended to it is the Norwich Housing Strategy, setting out Norwich's goals for responding to the severe housing shortage in our region. Among the goals set out there are to facilitate the development of lower-cost housing types and reduce barriers to the development of new housing. To accomplish these goals, the Affordable Housing Subcommittee of the Planning Board aims to expand public understanding of housing issues.

So what's a Granny Flat? The Appendix explains:

“One type of housing with merits of relatively low construction costs and compatibility with existing housing are Accessory Dwelling Units (or ADUs), housing units located on the same parcel as a principal unit. Familiar names for ADUs include “granny flats” and “in-law suites.” An ADU may take the form of an apartment in or over a garage, barn or other outbuilding. Vermont state law requires municipalities to allow ADUs, and Norwich's zoning rules expressly permit them. When not used to house a relative, ADUs are often rented out to members of the public. Because they tend to be small, ADUs often rent for levels below that of other rental homes, providing a source of lower-cost housing and increasing the stock of rental housing. ADUs also provide a stream of revenue to their owners, which can help defray the costs of property taxes and building maintenance.”

There's no list of Norwich homeowners who have created ADUs. Might folks who have experience with this kind of housing help the subcommittee learn about the pros and cons of creating and renting a "granny flat?" (Provide a contact.)