

NORWICH PLANNING COMMISSION  
Meeting Minutes

**Thursday, May 24, 2018, Tracy Hall**

Regular Meeting

**Members Present:** Susan Brink, Jeffrey Lubell, Steve Thoms, Melissa Horwitz (Clerk), Jaci Allen

**Members absent:** Chris Brien, Jeff Goodrich

**Members of the Public:** Linda Cook

Jaci Allen, Chair, called the meeting to order at 6:30 PM.

- 1. Approve Agenda**
- 2. Meeting Topic and Goals**
  - a. Determine next steps for developing an affordable housing strategy.
  - b. Review upcoming opportunity for public input and decide next steps.
- 3. Comments from the Public –**
  - a. None
- 4. Minutes – 5-10-18 – Approved with minor changes**
- 5. Announcements, Reports, Updates & Correspondence**
  - a. Correspondence
    - i. None
  - b. Announcements
    - i. On Saturday, May 26 from 9:00am to 3:00pm, the Nelson A. Rockefeller Center and Vital Communities will be hosting a community discussion on the current state of housing in the Upper Valley at the Rockefeller Center at Dartmouth College.
    - ii. Please join a community conversation regarding housing in Claremont on May 31st, 2018 from 5:30 pm - 8:30 pm at Sugar River Technical School. The conversation will focus on the types of housing Claremont needs to have a thriving community for all who live and work in Claremont. This event is being facilitated by NH Listens and is hosted by the City of Claremont, the Greater Claremont Chamber of Commerce, Healthy Vibrant Claremont, Vital Communities, and the Upper Valley Regional Planning Commission. For more information and to register please go to:  
<http://vitalcommunities.org/claremont-housing/>
  - c. Updates
    - i. Report on 5-23-18 Selectboard Meeting re: Town Plan process
      1. Selectboard approved a draft Town Plan at their May 23<sup>rd</sup> meeting, and are issuing a public warning on May 25th for their second hearing to be held on Sunday, June 10, 3:00 pm. A third hearing is being planned on June 28<sup>th</sup>.
      2. Town Manager, Herb Durfee, (“Durfee”) will connect with Peter Gregory of Two Rivers to review the revised plan and gather regional input
      3. Planning Commission will hold a special meeting on Thursday, May 31<sup>st</sup>, at 6:30 pm, to discuss comments on the Town Plan changes and develop a document for the Selectboard to be delivered by June 6<sup>th</sup>.
    - ii. Town Planner Hiring Status-Horwitz
      1. Group interviews went well. Durfee will make an offer soon.

**6. Discuss next steps for developing an Affordable Housing Strategy.**

- a. Lubell will consolidate feedback from five listening sessions later in June.
- b. Ideas for 4-6 monthly affordable housing education sessions (60-90 min each) were discussed.
  - i. Obstacles and needs would be one or two of the sessions. Target July 16<sup>th</sup>.
  - ii. Other sessions: What are the solutions?
    1. Housing without subsidies -zoning
    2. Government funding
    3. Better use of existing housing stock
    4. Incentives and tax issues
    5. Septic alternatives and solutions
- c. Add case studies to all sessions when possible
- d. Include group discussion/listening session as a part of each presentation
- e. Check with Durfee to see if we can use CATV for each session

**7. Discuss upcoming opportunity for public input and agree on next steps**

- a. Allen will follow up on the potential to include a postcard that would solicit feedback on town priorities in the next tax mailing, and report back.

**8. Other Business**

- a. None

**9. Future Meeting Schedule & Agendas****10. Comments from the Public**

- a. Recommendation to publish the affordable housing education session schedule soon before people leave for the summer

**Adjournment at 7:41**

Melissa Horwitz, Clerk

*APPROVED 5-31-18***Future Meetings:**

Thursday, May 31, 6:30PM-Special meeting to work on Town Plan  
Thursday, June 14<sup>th</sup>, 6:30PM Regular Meeting  
Thursday, June 28<sup>th</sup>, 6:30PM Regular Meeting  
Thursday, July 12<sup>th</sup>, 6:30pm Regular Meeting

Planning Commission Agendas & Minutes available at: <http://norwich.vt.us/planning-commission/>