

Town of Norwich  
Affordable Housing Sub-committee  
Minutes  
October 18, 2021

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Location: Tracy Hall multi purpose room and virtual meeting via Zoom

<p><a href="https://us02web.zoom.us/j/81242668798">https://us02web.zoom.us/j/81242668798</a> Meeting ID: 812 4266 8798</p>
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Members Present: Jeff Lubell (Chair), Brian Loeb, Kathleen Shepherd, Paul Manganiello, Gordon Greenfield  
Public Present: none  
Staff: Rod Francis

**Meeting called to Order:** 6:04pm.

1) **Approve Agenda:** Manganiello moved and Loeb seconded a motion to approve the agenda. Motion carried 5 – 0. For: Lubell, Loeb, Manganiello, Shepherd, Greenfield.

2) **Comments from the Public:** none.

3) **Meeting Minutes of September 20, 2021:** Manganiello moved and Shepherd seconded a motion to approve the minutes. Motion carried 5 – 0. For: Lubell, Loeb, Manganiello, Shepherd, Greenfield.

4) **Update on memo to planning commission re publicly owned land**

Lubell reported back to the subcommittee on the discussion from the last planning commission (PC) meeting. The commission would like the AHSC to return to the PC with a recommendation on Beaver Meadow RD parcels owned by the Norwich Fire District (NFD), including an estimate for further work assessing development feasibility. The DPW parcel was also discussed, in the PC meeting Francis undertook to make further inquiries with regard to possible funding sources of landfill delineation, and any subsequent changes in liability to the town in light of any new information concerning the extent of the landfill and continuing uses of the land.

The meeting discussed in more detail the features of the existing DPW parcel. The group determined that to look for more information on the prior use of the site.

The group resolved that Francis would pursue information concerning the delineation and potential characterization of the landfill site (including potential remediation) and that Lubell and Goodrich would develop a cost estimate and scope statement for assessing suitable housing sites on Beaver Meadow RD lands owned by the NFD.

5) **Preserving long-term affordability**

The meeting agreed with Chair Lubell that this item should be held over until Goodrich could join the discussion, given his interest in the topic.

6) **Zoning revisions to promote affordability**

Francis introduced the scope of the rewriting project.

- The project is at the initial stages of information gathering and background research
  - Density Factor Review – exploring the effectiveness of a requirement introduced in 2002 that uses a set of spatial factors to determine the total number of parcels that can be subdivided from an original parcel, which are then recorded in the form of vested development rights on the new plat(s)
  - Wastewater Feasibility Study – for the village and adjacent areas to examine current conditions and identify potential solutions that may enable ongoing viability of the village and/or development in adjacent areas.
- The revised regulations would reflect the latest statutory impetus to improve provision of (more) affordable housing
- The new regulations might allow for anything up to a triplex as a permitted use, and remove the current

statutory restrictions such as owner occupancy of the principal structure, for ADUs

- The regulations could encourage PUD type of development that would encourage more clustered development, while establishing shared open space with the potential for a community onsite wastewater system.

The group continued to discuss the land use regulation rewrite project.

Francis suggested that the studies will be completed over the winter and into early Spring. In the Spring the work of the PC will turn to a consideration of the number of zoning districts and the list of permitted and conditional uses to produce the desired land use patterns. An intensive consideration of the map of land use districts would follow this work.

Lubell suggested that the subcommittee could provide a memo to the PC to help guide their work, including supporting ADUs, PUDs with affordable housing bonuses and other measures.

**7) Other Business:**

- 8)** Lubell asked that members address the need to elect Kathleen Shepherd as Interim Clerk while Francis is Interim Town Manager. Manganiello moved and Loeb seconded a motion to elect Shepherd as Interim Clerk while Francis serves as Interim Town Manager. Motion carried 5 – 0. For: Lubell, Loeb, Manganiello, Shepherd, Greenfield.

**9) Comments from the Public:** none

**10) Upcoming meetings:**

November 15

**Meeting Adjourned:** 7:14pm.

Respectfully submitted,  
Rod Francis