

Planning Commission Q4 2018 Report to the Selectboard

12/19/18 - DRAFT

PC Members: Jaci Allen, Chair, Jeff Goodrich, Vice Chair, Susan Brink, Melissa Horwitz, Jeff Lubell, Steve Thoms, Leah Romano, Brian Loeb, Ernie Ciccotelli

Affordable Housing Sub-committee Members: Creigh Moffatt, Paul Manganiello; Kathleen Shepherd, Ralph Hybels, Jeff Lubell (PC Member), Jeff Goodrich (PC Member), Brian Loeb (PC Member)

Committee/Commission/Appointee Charge (including subcommittees and workgroups): Preparing a town plan, and preparing zoning and subdivision regulations based on the town plan. The commission also studies other planning issues and makes recommendations to the Selectboard.

Current Projects (including work by subcommittees and work groups) with proposed deadlines:

- The Planning Commission **completed an inventory of the action items** detailed in the 2018 Town Plan, including current status, next steps, and level of priority. The **2019 work plan for the Planning Commission** has been drafted from the output, and is on page 3 of this report. It includes the development of a new Town Plan, as requested by the Select Board.
 - **Town Survey results** were processed for question #1 on town priorities, and published through the list serve and DailyUV.
 - The Planning Commission is continuing work on the most effective way to obtain the maximum **Emergency Relief Assistance Fund (ERAF)** support from VT, and will pursue this approach in Q1 2019.
 - Work continues on an **Enhanced Energy** Plan, intended as the new Energy chapter for Town Plan. Quarterly progress is included in the Energy Committee report to the Selectboard.
 - As part of the process of developing an affordable housing strategy for the town, three **Affordable Housing Education Series** have been completed on topics of interest identified during Listening Sessions held earlier in the year. Topics included Tapping Federal and State Resources for Affordable Housing, Facilitating the Development of Lower-Cost Housing by the Private Sector, and Alternative Septic Solutions. A session on Expanding the Stock of Accessory Dwelling Units is in the works. The purpose of these activities is to gather input and grow consensus.
 - The **Affordable Housing Subcommittee** is drafting criteria for use of the revolving reserve fund for affordable housing projects, which was approved by town voters on Election Day. The Planning Commission will review the subcommittee's recommendations and then pass the Commission's recommendations on to the Selectboard.
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- Below are the **2019 Affordable Housing Sub-Committee goals:**

- Educate the public about the need and possible solutions to maintaining a stock of affordable housing in Norwich
- Recommend procedures for use of the Revolving Affordable Housing Loan Fund
- Help to identify opportunities to realize the creation of affordable housing for the town of Norwich, VT and any obstacles in zoning or other town policies, and make recommendations for how to overcome.
- Conduct outreach to developers and other housing professionals to ensure they are aware of Norwich's interest in affordable housing.
- Complete recommendations for an Affordable Housing Strategy by June 2019.

Future Projects:

- **Rewrite the Town Plan** and address TRORC feedback.
- Provide recommendations to Selectboard on criteria for use of the **reserve fund for affordable housing** in Jan 2019.
- Review first draft of the **Enhanced Energy Plan** in February 2019.
- Receive **River Corridor response** from the Agency of Natural Resources in Q1 and pursue 2019 ERAF qualification.
- Prepare draft of **Zoning By-law Amendments** and conduct public outreach in Q2 2019.
- Submit input on the **TRORC Interstate/Interchange Review** anticipated in Q1 2019.
- Complete first draft of **Affordable Housing Strategy** recommendations by March 2019.

Support Needed from the Selectboard:

- Timely feedback and collaboration on key matters

**Planning Commission Work Plan
First Half 2019-DRAFT**

Task	Q1			Q2		
	Jan	Feb	Mar	Apr	May	Jun
Town Plan	PC outlines path forward	PC-SB review	Draft 1 Reviewed	Community Outreach	Draft 2 Reviewed	PC Public Hearing
- Enhanced Energy Plan		Draft 1 delivered to PC	Draft 1 Reviewed	Community Outreach	? 1	
- TRORC /state Interchange Rev.	PC reviews existing policy	Provide input to TRORC	Provide Input to TRORC	? 2		
- Affordable Housing Strategy	Deliver revolving fund criteria		Draft 1 Strategy Delivered	Community Outreach	Draft 2 Strategy	
Zoning ByLaw Amendments (Statutory Changes and DRB input)		Draft 1 Delivered ⁴	Public Outreach	PC Public Hearing	Draft 2	SB Public Hearings
ERAF Qualification	Prepare for CRS	ANR response	Community Outreach	Define next steps		