

**NORWICH PLANNING COMMISSION
AFFORDABLE HOUSING SUBCOMMITTEE**

Meeting Minutes

Monday, Jan. 27, 2025, Via ZOOM

Meeting convened at approximately 6:32 p.m., with AHSC members Jeff Goodrich, Brian Loeb and Jeff Lubell attending. Norwich Planning Director and Zoning Administrator, Steven True, was also in attendance.

During the course of the meeting, AHSC member Jeff Goodrich left the meeting and AHSC member Creigh Moffatt joined the meeting.

1. **Approve meeting agenda.** Motion to approve the meeting agenda passed 3-0. (Note: Creigh Moffatt was not yet in the meeting when this motion was considered and approved.)
2. **Approve prior minutes.** Review and approval of the Dec. 16, 2024 minutes was deferred until the next meeting.
3. **Comments from the Public.** None.

(NOTE: Jeff Goodrich was no longer in the meeting when items 4 and 5 were discussed. Creigh Moffatt joined the meeting prior to discussion of these items, ensuring a continued quorum.)

4. **Follow-up on proposed revisions to Accessory Dwelling Units (ADUs) provisions**

The subcommittee discussed the statutory language and history of ADUs in VT and agreed to recommend to the Planning Commission that the town regulations specify that ADUs do not exceed 30 percent of the total habitable floor area of a single-family dwelling or 1,200 square feet, whichever is greater.

This is slightly higher than the minimum the state requires, which is "30 percent of the total habitable floor area of the single-family dwelling or 900 square feet, whichever is greater."

The subcommittee recommended changing the 900 square feet prong to 1,200 square feet to increase the likelihood that ADUs are able to accommodate families with children.

The subcommittee also recommended deleting the proposed waiver provisions. While some members had concerns about circumstances in which a waiver might be appropriate, such as when someone wants to convert an existing structure to an ADU and is only slightly over the maximum dimensions, it was suggested that these types of dimensional waivers might be better addressed through a waiver provision that applies

more broadly than just to ADUs.

5. Discussion of adjustments to the affordable housing density bonus in Norwich Zoning Regulations Section 5.06(D)(4).

The subcommittee discussed and decided to recommend to the Planning Commission that the existing density bonus be increased to provide greater incentives to include affordable housing within planned unit developments. The proposed revisions that the AHSC worked on are shown in the attachment to these minutes.

By a vote of 3-0, the subcommittee voted to authorize the chair, Jeff Lubell, to send a note to the head of the Planning Commission and the Planning Director and Zoning Administrator outlining the subcommittee's recommendations regarding ADUs and the affordable housing density bonus noted above and in the redlined attachment.

6. Brainstorming other simple changes to improve affordability / diversity of Norwich housing – deferred to a future meeting.
7. Adjourn, Motion to adjourn approved 3-0.

APPROVED 02-24-2025