

**NORWICH PLANNING COMMISSION
AFFORDABLE HOUSING SUBCOMMITTEE**

**Meeting Minutes
Monday, August 17, 2026**

Hybrid Meeting: In-Person at Tracy Hall and via zoom.

Members Present: Jeff Lubell, Brian Loeb, Pete DeShazo, Gregory Hynes, Jeff Goodrich, Aviva Tevah

Members absent: None

Staff: Steven True

Members of the Public Present: Lindsay McClure Miller

1. **Meeting opened, quorum determined 6:00**
2. **Motion to approve the meeting agenda** – Passed 6-0
3. **Public comment** None
4. **Motion to approve the July 20th meeting minutes** – Passed 4-0, 2 abstain
5. **Updates**
 - a. Village Master Plan an RFP was sent August 3; proposals due in the office by August 27; A selection committee composed of the Planning Director, the Chair of Planning Commission, and the Town Manager will review proposal targeting to present a recommendation to the Selectboard at the first regular September meeting; kickoff anticipated in late September.
6. **Draft memo to planning commission re Missing Middle Housing**
 - Members reviewed a draft memo to the planning commission, prepared by Jeff Lubell, focused on how to expand the availability of missing-middle housing in Norwich. Members generally liked the memo, though they had a number of comments on graphics, audience considerations, and the substance. There was consensus to add photos of real-world housing types to make the content more relatable to a local audience. Members discussed zoning barriers, such the Planned Unit Development review process, Site Plan Review versus Conditional Review, and the proposed density calculation, with some members arguing that septic capacity of a site should be the primary consideration. Others argued for a generous cap based on lot size and zoning district. The consensus was to include both ideas in the revised memo.

Members then discussed the document structure and tone, with a consensus for framing the memo as more of a priority set of recommendation, rather than a more neutral policy piece. To the extent possible, there was also interest in clarifying the practical implications of the memo, such as (a) what the Planning Commission can do now; (2) things to incorporate into the town plan; and (3) implementation items after the town plan is adopted.

By a vote of 6-0, the subcommittee unanimously authorized Jeff Lubell to revise the memo based on the feedback provided and transmit it to the planning commission.

7. **Preparing for next discussions on housing chapter of the Norwich Town Plan** – tabled until next meeting

Adjourn 7:10 PM.

The next meeting is scheduled for **September 14th** at 6 p.m.