

Town of Richmond Housing Committee Meeting Minutes

Date: June 24, 2025

Time Started: 7:02p

Time Ended: 8:30p

Present: Virginia Clarke, Mark Hall (Chair), Mairead O'Reilly, Connie van Eeghen

Guest:

Absent: Andrew Mannix, Nick Blanchet

Committee is approved at 5 members, 2 alternates (5/16/22); quorum is 3

1. Welcome and troubleshooting (0:00:00)
2. Adjustments to Agenda – none (0:00:30)
3. Approval of the May 28, 2025 meeting minutes (0:01:00)
 - a. Accepted as written
4. Tier 1B Status Recap: (0:02:00)
 - a. Update on Selectboard discussion about Tier 1B (0:02:05)
 - i. Reviewed by Selectboard in two consecutive meetings; SB voted to opt in Tier 1B
 1. Andrew's letter was well received, with clear supportive statements
 2. CCRCP was present, and very supportive
 3. Planning Commission was not supportive but will work on their documentation to accomplish the goal (updating the zoning regulations to support Act 250 10 criteria)
 - a. Zoning ordinances don't currently have environmental standards
 - b. Critical permit conditions, a structure used by the PC, require such standards
 - c. DRB will need these standards to support its decisions
 4. Selectboard is a "big picture" group, not focused on operational details
 - ii. We can ask the CCRPC for support for amending documents in response to opting in to Tier 1B
 1. We get a set number of CCRPC hours and can contract for more
 2. We can ask for bids from consultants to work on those documents
 - iii. Interim 1B is still in place until July 1 2027; we need to update these documents anyway
 1. Need to define the overlay area to which Tier 1B applies – who determines this? Need something more specific than "central part of the village"; we need a conversation with a line on a map that makes the area clear
 2. It will be possible to amend our Tier 1B statement; there is a lot of new expectations and responsibilities to work out
 - b. Update on FLU Letter submitted to CCRPC (0:18:30)
 - i. Received comments back from Maya (CCRPC) to obtain policy determination from the Town; Virginia responded that they are already included in the 2018 Town Plan and further policy language should not be needed
 - ii. No further follow up received; wait for more
5. General Updates and Discussion – Committee (0:21:30)
 - a. Review Town Plan Narrative updates (0:21:35)
 - i. Mairead provided a draft: "Draft Narrative for Housing Section of TP MCOR June 2025" for review
 - ii. She used guidance from CCRPC response to Town Plan, esp Act 181 and Home Act
 - iii. There is an almanac (an appendix) at the end of the 2018 Town Plan to hold the data tables; should the data in this narrative be removed to the data section?
 1. Can we retain enough data to support our story, with charts in the almanac?
 2. The Steering Committee will need to decide how to format the sections of the Plan.
 - iv. Some of the narrative (ADUs...) have been addressed and should reflect that
 - v. Include the Housing Study; consider including as an appendix
 - vi. Consider including the Housing Strategic Plan as an appendix
 - vii. Very helpful to see the sources for the narrative in footnotes
 1. Connie found a draft the Housing Needs Assessment of Dec 2022 and sent to all present

2. Housing data source (page 1) was supposed to be found in the tax website, but Mairead couldn't access
 - a. Mairead will follow up with Town staff with access to the Grand List for housing data since 2021, and follow up with Keith Osborne or Connie Bona as needed
 - b. We need to have a way to update these data regularly
3. Include the Housing Study on page 2, especially re: findings related to diversity
- viii. CHIP bill: we should include this, but it is an enormous bill
- ix. Reminder: the narrative is supposed to be short and readable: just enough data but not too much, with more decisions in the Action Plan
- x. Roadmap: include the elements of the Housing Strategic Plan and the two specific goals for our committee
 1. Municipal housing targets
 2. Affordable and attainable housing
- b. Review Feedback on the Strategic Housing Plan (1:04:00)
 - i. Mark received feedback from various community stakeholders
 - ii. Feedback included collaboration with other community groups, such as the Richmond Water & Sewer Commission to review bylaws for support of housing expansion (as promoted by the CHIP Act).
 - iii. Some feedback is perhaps aspirational rather than practical, but this may be a good thing. We do need to advocate for elements that are educational, in preparation for changes that will be possible in years to come.
6. Other business, correspondence, and adjournment (01:24:00)
 - a. Next meeting: July 22, 2025 at 7p (Virginia, Mairead, Mark, and Connie can make it)
 - b. Proposed agenda to include: Review Strategic Housing Plan and next steps; finalize Town Plan Narrative; review of Action Items
 - c. Agreed to adjourn at: 8:30p

Recorded by Connie van Eeghen