

Town of Richmond
AFFORDABLE HOUSING COMMITTEE
Minutes of March 18, 2019

Present Were: Bruce Olean, Chair
Amanda Perkins

Pierre Duval (Planning Board liaison)

Also Present: Shaun Lacey, Town Planner

A. Call to Order

The meeting was called to order at 6:03 p.m. by Chair B. Olean. B. Olean noted that the Committee currently has two vacancies, thereby requiring all present members to attend in order to hold future meetings.

B. Approval of Minutes

- 1) Minutes of December 17, 2018

A motion was made by B. Olean, seconded by P. Duval, to approve the minutes of December 17, 2018 as written. The motion passed unanimously (3-0).

C. New Business

- 1) New Planner - Introduction

S. Lacey introduced himself as the new town planner and provided the Committee with his professional background.

D. Continued Business

- 1) Roundtable discussion of affordable housing in Town, including:
 - Richmond Ridge
 - Fox Run
 - Community Development Block Grant (CDBG) Program
 - Preserve at Boulder Hills Phase 2

S. Lacey gave a brief overview of Richmond Ridge. All of the units within the Richmond Ridge development will be made affordable and site preparation work is underway.

The Committee discussed the current status of Fox Run. P. Duval noted that the project is well-underway and that the project developer is the same applicant as the Preserve at Boulder Hills. B. Olean reiterated the importance of providing a variety of affordable housing options throughout town, which could include condominiums, single-family residences and apartments. S. Lacey noted that by code, any development that provides more than five units must dedicate at least 15 percent of those units to be affordable.

The PY18 CDBG grant round applications were recently announced by the Washington County CDC. S. Lacey noted that the current application round is limited towards public service and public facility applications. The housing assistance application window typically opens around August of each year. S. Lacey noted that the town may be asked to apply for public service and/or public facility subsidies on behalf of a sub-recipient who serves Richmond residents.

S. Lacey noted that Phase 2 of the Preserve at Boulder Hills land development project received Master Plan approval recently. Future submissions will consist of phased Preliminary Plan applications, and will acknowledge and offer required inclusionary zoning options. A. Perkins inquired if the 15 percent affordability requirement applies to each phase of the project or at full build-out. S. Lacey replied that his understanding was that the minimum percentage applies to the full build-out (i.e. total number of housing units), which could take several years to complete. The Committee inquired if it was possible for the developer to provide off-site housing units associated with Fox Run or if in-lieu fees were possible. S. Lacey replied that each of those options were supported within the town's inclusionary zoning ordinance; however, such alternatives are typically discussed before the Planning Board.

E. Adjournment

A motion was made by B. Olean, seconded by A. Perkins, to adjourn. The meeting adjourned unanimously (3-0) at 7:04 p.m.

Attested to by:



Shaun Lacey, Town Planner