

Affordable Housing Commission
Final Minutes
THURSDAY, DECEMBER 18, 2014 – 7:00 P.M.

Charlestown Town Hall, Annex Conference Room, 4540 South County Trail, Charlestown, Rhode Island

1. CALL TO ORDER. Meeting called to order at 7:07 p.m. by Chairperson Evelyn Smith.

2. ROLL CALL. Members present: Chairman Evelyn Smith, Vice Chairman Sean White, Secretary Sandra Puchalski, AHC members Faith LaBossiere, Ernest Morreira, Brian McDonald. Evelyn noted that Town Council Liaison Tom Gentz was on vacation.

3. MINUTES. Approval of minutes: November 20, 2014 Regular Meeting. Draft minutes were passed out as prepared by Secretary. Evelyn asked that Sean White be noted as excused. It was noted Jane Weidman's name was misspelled in various places. Under communications, the second-to-last sentence will be changed to "the draft of the authorized advisory that was ultimately sent to Town Council on November 4, 2014." Ernest thought we could delete the second sentence under Town Council Liaison Report. Members agreed. Motion made by Faith and seconded by Sean to accept minutes as drafted with changes as noted. Motion was unanimously approved.

4. COMMUNICATIONS. Communications Report. No formal report.

Evelyn thanked Ernest for keeping us informed on current events by forwarding news stories regarding RI Housing and other related press reports on the Rhode Map RI Guide Plan. Communications gave Rhode Map RI mixed reviews, noting objections as well as support received statewide. Evelyn noted that email from the Planner indicates that the consultants will be taking a look at the housing element for the comprehensive plan soon, and make recommendations for new guidelines. The consultants will be invited to attend our future meetings. Evelyn also reported that there was an email from the Town Clerk advising that Tom Gentz was reappointed the Town Council Liaison to our Commission by the newly-elected Town Council. Evelyn noted the last communication to report was from the Town Treasurer, requesting information if additional money is being requested for the next budget year. The AHC is presently funded at \$300.00 for the year, and the Budget Commission is expected to level fund us. She felt the funding level was probably sufficient, and we would not need to take any action. Ernest thought perhaps we would need to do a pamphlet on ChurchWoods. It was also noted that we may be able to do some of this through the Town's Pipeline communication.

5. STAFF REPORTS on current Affordable Housing issues. No staff reports. Ernest reported that he sent us the Planning Commission schedule for the re-write of the Comprehensive Plan. First Wednesday of each month at 7:00. The plan will require adoption after the scheduled Public Hearings.

6. REPORT, TOWN COUNCIL LIAISON. None.

7. NEW BUSINESS:

a) Charlestown Comprehensive Plan. Review of Housing and Demographics Element (Draft 4) of the 2013 Charlestown Comprehensive Plan Update, in preparation for future discussions of potential changes to the Affordable Housing Plan components during the present Comprehensive Plan revision process.

Evelyn passed out copies of the Housing element for members to review. Copies consisted of 2013 Housing Element and 2006 Affordable Housing Plan of 2004. The document consisted of the introduction of the consultant on pages 1-3. It was noted that under accomplishments, we have accomplishments that are not noted such as Edwards Lane. ChurchWoods is in process & Shannock Village. It was noted that on page 3 it is important that we define the Comprehensive Permit process and Bonds that have enabled us to come forward with Affordable Housing Projects in the community.

Evelyn noted that in 2013, the former Town Planner did the technical rewrite of the 2006 Comp Plan which included the 2004 Affordable Housing Plan. Members discussed demographic studies and the increased number of one-person households. Members agreed that the consultants were better equipped to do the statistical updates and analysis. Members discussed other "barriers," noting ISDS – septic requirements.

Sandra noted the time being 8:30 pm. Motion to extend made by Sandra and Brian seconded. All voted in favor.

Members continued to comment on septic barriers and Sean noted there are solutions on the septic issues however, they are costly. Discussion on the land trust model to help alleviate the land cost barrier. Evelyn noted there is a PDD zone we can discuss. Planned Development District. Zoning doesn't talk about density in the same way here in this PDD zone. Evelyn noted we should talk about density increase based on performance rather than unit based. We also need to look into 2-family and multi-family.

On page 12 members discussed Diversity statement & rental units in the growth areas. Members discussed lack of jobs in area and potential lack of demand for affordable housing units without jobs. It was noted there are reasonable jobs but they are supplied by existing housing units. Ernest noted we need to meet the needs of Charlestown community specifically and need to make the document "useful." The Rhode Island Map plan is far reaching and theoretical. Members will come up with a plan of attack to accomplish this.

Evelyn noted she will summarize our discussions and notes from our discussion and review of the Housing and Demographic Element (Draft 4) of the 2013 Charlestown Comprehensive Plan Update.

Faith noted the time. Sandra made a motion to extend to 9:15, Ernest seconded. All voted in favor.

Evelyn noted she will summarize our discussions on pages 1-11. AHC homework are pages 12-26 to discuss at our January meeting. Faith asked to be excused for January, February and March of 2015.

8. OLD BUSINESS

- a) ChurchWood Project: Funding Agreement.** Continued.
- b) Income-Restricted Accessory Dwelling Units.** Continued.
- c) Commissioners' Liaison Reports.** None
- d) Commission Goals:** continued.
- e) Special Projects List/Commission Assignments.** None

9. PUBLIC COMMENT. None.

10. NEXT MEETING. The next regular monthly meeting is scheduled for January 15, 2015, at 7:00 p.m.

11. ADJOURNMENT. Meeting adjourned at 9:17 PM.

Respectfully submitted,

Sandra Puchalski, Secretary

Approved at the January 22, 2015, meeting of the Affordable Housing Commission.