



**City of Winooski**  
Vermont's Opportunity City

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**Housing Commission Minutes**

3/25/2019 - Minutes

1. Call To Order

Members Present: Robert Millar, Sean McMannon, Mike Ohler, Bobby Arnell, Chris Melnyk, Leslie Black-Plumeau

City Staff Present: Heather Carrington

Guests Present: Mayor Kristine Lott

Call to Order by: Robert Millar

Minutes Recorded by: Heather Carrington

2. Public Comment

Heather read public comments submitted via email by residents Bryn Oakleaf and George Cross.

3. Approve Previous Meeting Minutes

Minutes from 1.10.19 were approved. The February meeting was canceled due to lack of quorum.

4. Housing Commission Presentation To City Council

Heather and Robert gave an overview of the update on Housing Commission progress that was given to City Council on 1.28.19. The Commission presented the latest data from the rental registry survey, which showed median rental pricing for Winooski are below the HUD Fair Market rents at each bedroom count level. In addition, the Commission presented an analysis of currently permitted housing development in the city which demonstrated that Winooski is exceeding the affordable housing targets recommended by the Commission. Currently, 21% of incoming units are affordable for low-income households, exceeding the targeted percentage of 15%. Lastly, the Commission reported on the status of our work on developing the policy guidelines for the Housing Trust Fund, and the work that has been done thus far to develop an inclusionary zoning ordinance.

5. Housing Trust Fund Policy And Procedures Discussion

The Housing Trust Fund is an umbrella fund that provides loans and grants through three distinct programs: Affordable Housing Development and Rehabilitation Program, Housing Improvement Program, and Down Payment Assistance Program. The Commission commenced discussion about the parameters of the Housing Improvement Program. The Commission made the following decisions:

• The program priorities will be:

o Energy related repairs or improvements resulting in increased energy efficiency

o Improvements necessary to permit the occupancy of handicapped persons

o Repair or replacement of major building components/systems in danger of failing within the next five years \

o Improvements and reasonable amenities to enhance the quality of living or ensure that the owner is able to market the units to the target population. Reasonable amenities are those commonly found in rental housing of similar cost.

• HIP funds will be available to single family homes as well as owner-occupied multi-family properties of up to 4 units.

• Applications will be accepted on a rolling basis.

• 2 years of affordability will be required on rental units receiving funds, to begin upon completion of the funded improvements. • Condo conversion prohibition language will be removed from the policy

• Recipients of HIP funds will be required to participate in the Burlington Lead Program if they are eligible and require abatement as a condition of receiving funds.

The Commission also approved staff to draft the remainder of the document based on a general understanding of the Commission's priorities. The draft document will be brought back to the Commission for review and revision.

6. Inclusionary Zoning Ordinance-Developer Review Discussion

The Commission discussed the email comments provided by two developers on the draft inclusionary zoning ordinance. The comments echoed statements both had made when serving as experts addressing the Commission. Several Commissioners noted that some of the recommended changes to the IZ ordinance and the supporting city zoning and policies would be fairly easy and non-controversial to implement. The Commission will continue work on the IZ upon completion of the Housing Trust Fund Program Policy Guidelines.

7. Adjourn

Motion by: Sean Second: Bobby Time: 7:35 pm Next Meeting: Monday, April 22nd, 6-8 PM