

Ad Hoc Walsh Property Advisory Committee

Meeting Minutes December 3 2024.

Members present: Jeff Fischer Chair, Morgan Clark Vice Chair (online), Breon Dunigan Clerk, Todd Schwebel (online), Lisbeth Chapman. (online), Alternate members Anne Greenbaum and Jon Winder (online),

Staff: Assistant Town Manager Kelly Clark

Meeting called to Order at 12:16 pm

Nov 20, 2024 Minutes approved with the correction of Emily Beebe spelling

The Meeting was primarily a discussion of the Board's overview and charge.

The committee agreed that it was advisable to insert the language "provide detail needed" into the charge and questioned whether the select board would need to formally update the charge.

Slide presentation by Morgan on the details of the Ad Hoc Walsh Committee Advisory Committee charge.

Various discussions and clarifications including:

Non residential uses.

Staff would like guidance from the committee, especially on housing

Clarification that all housing is year round. Not seasonal workforce housing.

Housing and non-residential uses should be discussed simultaneously.

Pre development infrastructure is primarily purview of Town with committee providing some feedback. Town should be keeping us up to date with progress.

Discussion on our putting together a resources list.

Request for updating the Town website to create one Walsh Committee Page.

Planning site visit of Walsh Property.

Next Meeting; Unknowns

Adjourned 1:20 pm

Ad Hoc Walsh Property Advisory Committee

Meeting Minutes December 11, 2024.

Members present: Jeff Fischer Chair, Morgan Clark Vice Chair (online), Breon Dunigan Clerk (online), Todd Schwebel, Lisbeth Chapman, Alternate members Anne Greenbaum and Jon Winder (online)
Darrin Tangemin. Stephanie Rein Selectboard Liaison

Meeting called to Order at 12:05 pm

Site visit scheduled for December 12

Continuation of last meetings discussion on committee charge.

See Chart

Organizational tools .

Should there be a Funding Box?

Limited committee input on pre development infrastructure tasks (roads, water supply, wastewater, utilities, and such), and funding

Darrin Tangemin: Committee should define the scope of the Project. Need initial housing plan for infrastructure.

Committee should take the lead on Communication with the public about progress on the Project

Within 3 years we should have water for 40-60 units

Within 10 years we should have access to water for the entire development.

Basic tenet, Committee is conduit to the Community and the Town will continue to keep the Committee advised on it's predevelopment progress.

Committee asked for clarification on the realities of the cost to renters/owners. Attainable vs Affordable

How prescriptive should the RFP be and how much room is there to make adjustments regarding Market rate and Subsidized housing. (10%)

New Tools:

Morgan will assemble a File of Recommendations, Questions for experts etc

This library of information will be available to the committee to add to.

It will include other helpful documents in one place including;

Background information, Funding opportunities, Housing Production Plan

Discussion on Meeting Times

Public Comment: Support for build your own lots asap.

Meeting adjourned at 1:00pm

Ad Hoc Walsh Property Advisory Committee

Meeting Minutes December 18, 2024.

Members present: Jeff Fischer Chair, Morgan Clark Vice Chair, Breon Dunigan Clerk ,Todd Schwebel, Lisbeth Chapman, Alternate members Anne Greenbaum and Jon Winder

Meeting called to Order at 12:00 pm

Attempts to schedule standard meeting time. Too many conflicts and lack of information to finalize schedule for coming months. Agreed to every other week, 2 hour meetings

Structure of meetings. It was proposed to have a structure with staff updates on the first meeting of the month. The second meeting off the month would consist of presentations from experts and other relevant committees.

Discussion about the need (or lack of) for liaisons to other committees. Agreed that it was preferable to have other committees present to us when there was something of relevance.
Too much to expect committee members to attend all meetings of other committees.

Morgan reiterated her concern of lack of support from town staff.

Joint meeting with the Zoning Task Force scheduled for January 6, 11am-1pm

Outlined housing discussions for the New Year. Affordable, Attainable, Build your Own and Market Rate. What the guidelines are in both ownership and rental. Committee would like a presentation from an expert to better inform our decisions. Housing 101

Moving forward:

Morgan to work on "housing 101"

Committee to send suggestions and questions to Morgan (cc'ing Jeff)

Committee to send suggestions and thoughts for Selectboard quarterly update to Jeff for February meeting.

Meeting being scheduled with ZTF for January 6

Morgan sending letter to Selectboard regarding lack of resources and support for the committee

Adjourned 1pm

Ad Hoc Walsh Property Advisory Committee

Meeting Minutes January 15, 2025.

Members present: Jeff Fischer Chair, Morgan Clark Vice Chair, Breon Dunigan Clerk, Todd Schwebel, Lisbeth Chapman, Alternate members Anne Greenbaum and Jon Winder

No staff present

David Bannard ZTF

Meeting called to Order at 11:30 am

Update on Communications:

Jeff is continuing to work on merger of two Walsh Committee Websites

Morgan Clark expressed, for the record, her displeasure at the lack of town staff support for the committee

Discussion of meeting dates and times is ongoing. Subjects of scheduling are numerous.

Committee went through the ZTF Preliminary Proposal and had many comments and suggestions.

Purpose is to give AHWPAC as much flexibility as possible to build denser housing than currently allowable.

Are the sub districts too restrictive? Are they needed?. Could we create a proposal where there could be more flexibility? Such as open space be exchanged for buildable space. This would leave a developer more flexibility.

Discussion and reiteration of proposed setbacks and separations. Committee was comfortable with the proposed setbacks on abutting Residential Districts outside the MOD. It was proposed by AHWPAC that the interior setbacks be less restrictive in the overlay district. (Section I and table C)

Discussion on "Tiny Houses" The committee agreed that they would like the term Tiny Houses defined and included in the Overlay district. It was noted that all housing on the property was to be year round, including tiny houses.

It was agreed that the committee approved of the 67% figure be in Item D

It was agreed that the committee would like to see a residency requirement, E removed noting that other mechanisms would regulate the residency requirement and it was not appropriate in a zoning bylaw

F should be removed

G, Remove 160 from WLS, or reduce number of units. Possibly a breakout Table A by housing type?
Will need further discussion on which types of housing are allowed by right.

Home offices would be permitted in both districts.

Committee agreed that it would like language to include Non Profits being allowable

Table B Recommendations for WMS:

Research SP

Small Engine Repair SP

Religious P

Private Club P

Solar Array SP

Duplex P

Single Family P

Consider P for Smaller dwellings and SP for Larger dwellings (ie >10 units)

Want to be sure waste water treatments allowed

WRS

SP for utilities

Add tiny houses to Residential

Permit Duplexes

K Design Standards should include Walsh Guidelines and Principles

R11 and R12 (net zero and low impact development)

L concern about covering the property in Parking. Noted that all parking does not have to be on impervious surfaces.

Sidewalk dimensions seem excessive.

Next meeting January 29

Notes for 1/29/23 Walsh Meeting

Writeup for Annual Town Report (for review)

The Walsh Property Advisory Committee (WPAC) was established after the May 4th, 2024 Special Town Meeting. The committee's charge is to discuss progress on implementation of the Town Meeting approved Walsh Property Recommendations and to keep the community informed on the progress of Walsh Property development. Committee members were chosen by the Select Board in July and August 2024.

The committee held its first meeting in October 2024 and has met nine times through December. Initial discussions focused on refining our scope of work and developing an understanding of the steps needed to put together Request for Proposals (RFP) for developing the property. The committee worked with town staff to review tasks and define roles for the committee on those tasks. The committee has met with the Zoning Task Force to discuss plans for an Overlay District on the Walsh Property. Discussions are ongoing and will help ensure zoning for the property is compatible with the Walsh Property Recommendations. A communication plan was discussed that will allow the public to track progress towards developing an RFP, and provide feedback to the committee. Work in 2025 will focus on planning for the initial phase of development on the property and presenting that information to the community.

Talking Points for updating Select Board (for review)

1. Committee spent considerable time discussing their role as outlined in the charge with Town Staff. Summary of committee charge included:
 - Implementation of Walsh Committee Recommendations
 - Discuss progress on implementing Walsh Property Recommendations and ensure RFP addresses recommendations.
 - Work with the Town Manager and town staff to provide detail needed for each phase of development for housing, recreation, and other uses.
 - Communication
 - Outreach and engagement. Keep community informed on progress
 - Work with Housing Authority and other committees to insure housing and other proposed developments meet current needs and regulatory requirements.
 - Quarterly progress reports to Select Board
 - Two members work on RFP evaluations
2. Initial plan for moving forward on planning is as follows:
 - a. Initially committee will focus on developing detailed housing plan for the site, then break down into smaller phase 1 recommendation. Committee will then discuss recreation and mixed use.
 - b. Town staff taking lead on infrastructure (roads, drinking water, wastewater, and such) and financing. Committee will review plans and provide input.

3. Committee understands constraints on water availability may limit development in phase 1 to about 40 units, but if more water became available would prefer to have 50 or more units recommended in the Walsh Report. At a minimum, please do your utmost to ensure that water requested for phase 1 is forthcoming. Also, please make requests for future phases of development as soon as possible.
4. Communications: The committee has met with the Zoning Task Force to discuss plans for an Overlay District on the Walsh Property. Discussions are ongoing and will help ensure zoning for the property is compatible with the Walsh Property Recommendations. A communication plan was discussed that will allow the public to track progress towards developing an RFP, and provide feedback to the committee.
5. Funding for technical assistance on housing and infrastructure may be needed.
6. Miswording in Walsh Warrant – 7 acres for school (R9) should not have been included under the subheading describing uses for the 28.5 acres designated for housing. It is clear from the Walsh Report text (p. 22) and figure 5 (p. 4) that this area is undeveloped land outside the 28.5 acres.

Proposed Approach for Housing Discussion

1. Decide who housing is for and how many units, or range of units, for each.
 - a. Seniors
 - b. Legally defined Affordable and Attainable
 - c. Accessible/Moderate income (including build own)
 - d. Market Rate
 - e. How many for each group above?
 - f. What info needed to decide on numbers?
2. What types of housing do we want (see ZTF diagrams below)
 - a. how many of each
 - b. Does proposed zoning allow for types of housing desired
3. Numbers, or ranges of numbers, for ownership and rental units
4. Other considerations
 - a. Amount of mixed-use development
 - b. How much open space
 - c. Other?
5. What additional information do we need to make decisions on above?
6. Phasing
 - a. How subdivide Senior/affordable/accessible and other types between phases
 - b. Types of housing in each phase
 - c. Where locate phases on property
 - d. other