

**Agenda Summary**  
**June 26, 2024**

**Agenda Item No. B-4**  
**Housing Task Force**

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**Summary:** At the Selectboard goal setting session, a number of Selectboard members identified a housing committee or task force as a goal. Enclosed for your consideration is a Housing Task Force Charge.

Also enclosed is a letter from the Stowe Planning Commission regarding their support for a Housing Task Force and a desire to collaborate on addressing the requirements of Act 47 which stipulates housing elements of the municipal plan must now include “a recommended program for public and private actions to address housing needs.”

**Town Plan Impact:** Conforms with Local Planning Process Goal: *To ensure the widespread involvement of Stowe citizens and property owners at all levels of the local planning and decision-making process.*

**Fiscal Impact:** It includes a capital allocation of \$50,000 in order for the Task Force to hire consultant(s) to help them provide assistance.

**Recommendation:** If the Selectboard desires to move in this direction at this time, make whatever changes you may desire the Stowe Housing Task Force Charge, then move to approve the Housing Task Force Charge, instruct staff to advertise positions for interested persons, and amend the General Fund Capital Plan to earmark \$50,000 to hire consultant(s).

## Stowe Selectboard

### Housing Task Force Charge

**Purpose:** To better understand Stowe's existing housing stock and to identify, evaluate, and prioritize both regulatory and non-regulatory tools to increase affordable, workforce, and resident housing in Stowe, while maintaining Stowe's unique character, sense of place, and furthering the goals of the Stowe Town Plan.

**Tasks:**

1. Complete a housing inventory documenting Stowe existing housing stock. Document the number and type of existing housing units within Stowe and associated occupancy (i.e., year-round owner occupied, seasonal, short or long-term rentals, etc.)
2. Complete a housing needs assessment to understand Stowe's unique housing needs for affordable, workforce, employer provided, and market rate housing. Identify existing organizations involved in the development of affordable, workforce, and employer provided housing within Stowe and the larger region.
3. Document the existing challenges that restrict/prevent the development of affordable, workforce, employer provided, and market rate housing in Stowe.
4. Understand and document non-regulatory tools and incentives available to the Town to better support the development of affordable, workforce, employer provided, and market rate housing in Stowe and/or the re-purposing of existing housing stock and appropriate commercial properties to provide additional housing opportunities.
5. Understand and document regulatory tools and incentives available to the Town to better support the development of affordable, workforce, employer provided, and market rate housing in Stowe and/or the re-purposing of existing housing stock to provide additional housing opportunities.
6. Develop a recommended program for public and private actions to address Stowe's housing needs, specific actions to address the needs of persons with low income and moderate incomes, and improvements to better account for residential development as described in 24 VSA 4412. Such recommendations should provide a cost/benefit analysis or other assessment to document the viability of such recommendations. Consider the roles and responsibilities of the different organizations and partners, and who might be best positioned to implement the recommended actions.

**Housing Task Force:** The Housing Task Force shall consist of seven residents, business or non-profit representatives, or taxpayers of Stowe appointed by the Selectboard. Task Force members should have a background in the creation of affordable housing, finance, land use planning, real estate, or a related field that contributes to the mission of the Housing Task Force.

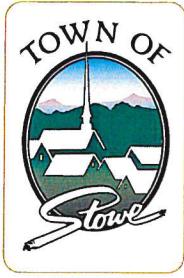
The Committee shall be required to follow Stowe's Ethics Policy, Vermont's Open Meeting Law, and any other applicable polices and laws in the course of their work.

**Budget:** The Task Force has a budget of \$50,000 to hire consultant(s) and other associated expenses in connection with completing the assigned tasks. The expenditure of the money should be approved by the Housing Task Force but must be contracted for and administered by the

municipal employee in accordance with Stowe's Purchasing Policy. Any grants or donations must also be approved and administered in accordance with Stowe's Purchasing Policy.

**Staff:** The Town Manager shall be an ex-official member of the Housing Task Force. He may fully participate but shall not vote. The Manager may also assign municipal staff to the Housing Task Force and assist them with accomplishing their tasks.

**Timeline:** The Housing Task Force shall deliver a final report to the Selectboard no later than July 11, 2025.



**Town of Stowe – Planning Commission**  
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**Planning Commission**

Brian Hamor, Chair  
Neil Percy, Vice-Chair  
Mila Lonetto  
Chuck Ebel  
Robert Davison  
Jill Anne  
Heather Snyder  
John Muldoon

June 3, 2024

Dear Selectboard:

When discussing Selectboard goals during your May 8<sup>th</sup> regular meeting, many of you shared an interest in further studying local housing issues and potentially developing a formal Housing Committee. Should you choose to further these goals, the Planning Commission fully supports your efforts and would gladly collaborate and/or share the many resources we gathered when completing the Bylaw Modernization Grant project. Although our recent attention has primarily been on developing recommended zoning improvements to reduce artificial regulatory barriers, our focus is now shifting towards preparing updates to the Stowe Town Plan- our community's long-range plan and vision for the future.

As you may know with the passage of Act 47, housing elements of municipal plans must now include a recommended program for public and private actions to address local housing needs. Under statute, the program should use data on year-round and seasonal dwellings and include specific actions to address the housing needs of persons with low and moderate incomes. The Planning Commission hopes to begin this work later this year, in partnership with Lamoille County Regional Planning Commission (LCPC). Should you choose to appoint a local Housing Committee, the Planning Commission would like to collaborate with the committee on this work and to better understand our unique local housing challenges. In addition, the Planning Commission would like to work with the committee to evaluate opportunities to further the intent and purposes of Act 47, to examine potential opportunities for public-private partnerships on town-owned land, as well as better understanding non-regulatory tools such as developing community housing trusts and deed restriction programs.

We appreciate your attention and support for this very important community issue and look forward to working with you to advance our shared housing goals.

Sincerely,

Brian Hamor, Chair

Town of Stowe Planning Commission