

Vermont Housing Committees

This document is designed to document and share information about existing housing/town committees, including key activities, best practices, and each committees' advice for other groups. The list includes a few other entities that are working on systemic housing issues in their regions. Best practices are methods or programs that housing committees have found to be useful in accomplishing their goals and that can be used or adapted by other groups. Best practices are all about learning from other people and hence help us not to reinvent the wheel in our work.

The data will be used to expand the online [Housing-Ready Toolbox](#) with success stories, best practices and resources, for existing and new committees. The Housing-Ready Toolbox was created through partnership of the Fair Housing Project of CVOEO's Thriving Communities initiative, the Vermont Department of Housing & Community Development and Vermont Housing Finance Agency to strengthen communities of practice.

For additions or changes to this list, please contact Shiferaw Gameda at sgameda@cvoeo.org

Housing Committee	City/Town	Committee Type	Year Established	Housing Needs Assessment	Housing Trust Fund	Contact	Key Activities and Best Practices	Advice for other Housing Committees
Bradford Area Housing	Bradford	Subcommittee of planning commission	2021	Yes (more than 3 years ago)	No	Monique E. Priestley mepriestley@gmail.com	<ul style="list-style-type: none"> -Collaborating with different partners and property owners to crowdsourcing properties to repurpose, sell, develop just like land bank. - Created a system for clear communication and meeting scheduling using doodle for scheduling, Google group email for committee updates and YouTube channel to share meetings with the general public and Google drive for document sharing. -Organized Housing forum: Needs, trends and opportunities-to gather ideas and analyze and implement with housing and other area through creating working groups in different areas. 	
Brattleboro Area Housing Coalition	Brattleboro	One of 12 Continua of Care (CoCs) in the state that together comprise the HUD Balance of State CoC	1994	In progress	yes	VT Agency of Human Services Field Services Director Brattleboro & Springfield Districts Sue Graff sue.graff@vermont.gov	<ul style="list-style-type: none"> - Established two warming shelters in the region before COVID. -Brattleboro town removed density cap in residential housing. - Brattleboro town reduced development review process. 	Create bridges between housing/homelessness service providers and housing partners, such as regional planning, economic development, and public/private landlords.
Brattleboro Area Affordable Housing	Brattleboro	Volunteer-run Nonprofit				Website	<ul style="list-style-type: none"> -Apartments- in-Homes -Home Improvement Program -Creative Community Housing Program -Rent-To-Own 	

							-Rental Housing Improvement Program	
City of Burlington Community Economic Development - Housing	Burlington	City Department				Website	<ul style="list-style-type: none"> -BIPOC affordable home ownership program. -Conducted Housing Summit to explore challenges and opportunities - Inclusionary Zoning to ensure inclusive and affordable housing -ADU resources -Low interest loan for home repair -Landlord assistance program -Access modification grants 	
Bi-Town Housing Committee	Dover & Wilmington	Subcommittee of Bi-Town Economic Development Committee for Dover & Wilmington	2018	Yes	No	Website Chairperson: Gretchen Havreluk ghavreluk@wilmingtonvt.us	<ul style="list-style-type: none"> -Working with homeowners who have vacant units to use rental-rehab-program-Promoting ADUs for expanding workforce and senior housing. - In 2019, hired Camoin 360 to complete a housing analysis with an implementation plan. 	Collaborate with each other and partners - employers, health, school, etc.
Essex/Essex Junction Housing Commission	Essex	Appointed standing commission	2020	Yes	No	Website Chair: Katie Ballard housing.commission@essex.org/	<ul style="list-style-type: none"> -Meeting other housing groups, learning about different aspects of zoning and planning. -Planning outreach campaign to the community, including opportunities for landlords, business owners, renters and those living or working in Essex. -Housing Needs Assessment completed. -Created different working groups for different activities, such as story sharing conversations and Outreach, Housing Trust Fund, Zoning issues. 	Reach out and not to reinvent the wheel.
Hinesburg Affordable Housing Committee	Hinesburg	Standing Committee that advises Select Board, DRB, and Planning Commission	2006	Yes (more than 3 years ago)	No	Website Carl Bohlen larcredsox@gmavt.net	<ul style="list-style-type: none"> -Accessory Apartment ADU video, Inclusionary Zoning, energy audit and retrofits at several mobile homes in Mountain View MHP, participated in Sunny Acres MHP becoming a coop. - Did Housing Needs Assessment in 2017, encouraged Select Board to seek VCDP funding for Kelley's Field improvements, providing input to DRB on several large scale housing developments public to promote ADU. 	Gauge interest from the municipal governing body and if supportive, work with planning and zoning to get the idea started. Appoint committee members with housing interest and other skills such as finance, real estate, legal etc. Meet with the housing organizations at local, regional and state level to learn the lay of the housing land.

Jericho Affordable Housing Committee	Jericho	Selectboard	2020	No	No	Website SJ Dube Sarahjane.Dube@gmail.com	-Conducted ADU survey in 2021 to know owners and renters perspective -Plans to conduct public forum and outreach to landowners and developers about affordable housing opportunities.	
Mad River Housing Coalition	Mad River	Housing coalition				Website	-Ongoing land banking, Affordable land initiative . -Incentivizes homeowner's construction of ADUs through grant and free professional services throughout permitting, design and development. In exchange ADUs remain affordable for 5 years. -Developed a guide booklet to creating and renting ADUs.	
Manchester Working Group (Profile)	Manchester	Working group	2018	No	No	Website Working Group Chair: Janet Hurley j.hurley@manchester-vt.gov	-Flexibility in the design, height and density of affordable housing projects -Encourages senior and workforce developers through density bonus	Use the Municipal Planning Grant Program through the Agency of Commerce and Community Development and collaborate with Regional Planning Commissions.
Montpelier Housing Task Force (Profile)	Montpelier	Task force	1999	Yes (more than 3 years ago)	Yes	Website Task Force Chair: Polly Nichol pnicholvt@gmail.com	-Formed in 1999 and has spearheaded a number of projects and award winning programs including creating a Housing Trust Fund, a first time home buyer program, a homeshare program, and most recently a program to help create accessory apartments. -Worked with the Planning Commission to revise the zoning bylaws to remove barriers to housing development and also coordinate with the Housing Trust Fund Committee to support affordable housing development with funds from the Housing Trust Fund. -Has been a part of developing 124 subsidized housing units to increase the City's total to 382. In total these subsidized housing units pay \$322,000 per year in property taxes. - Housing trust fund has a number of revolving loans. Since it has been active for more than 20 years, some of these same dollars have been used many times over.	Get started and keep with it. Fill your board with experts. Many of our programs are successful because we can have a spirited debate about the best tool for the problem. It's not about "doing something"; it's about "doing the right thing". Having experts in the field to guide your decision making will help to make sure your efforts are effective.

Norwich Affordable Housing Committee	Norwich	Planning commission				Website	-Creating affordable and energy efficient housing revolving fund. -Use of Town owned and donated lands for affordable housing construction. -Increase rental housing stock through ADUs and making density bonus. -Promote “missing middle housing”-duplexes, triplexes, quadraplexes.	
Pomfret Homes	Pomfret	Ad-hoc resident group	2020/2021	No	No	Ann Raynolds rayann802@gmail.com Anne Bower anniebower@yahoo.com	-Planning to outsource ADU to a nonprofit that can help homeowners with design, finance, permitting, contractor, tenant selection, etc. with loans that could partially forgive of the homeowner follows certain conditions that rental unit be affordable. -The idea is that the nonprofit (like Woodstock Comm. Trust) does the grunt work, helping the home owner with initial design, finances, permitting, compliance, getting a contractor, and tenant selection, sort of “holding the hand” off the home owner. - Best financing system is a loan (not grant) which is secured by the house itself; this loan could be partly forgiven if the home owner follows certain conditions.	
Putney Affordable Housing Committee	Putney	Select board				Website	-Plans to construct workforce housing. -Home sharing as an option. Related resource: HomeShare VT.	
Randolph Area Housing Taskforce	Randolph	Taskforce		No	No	Website	-Research for Randolph’s Bethany church emergency apartments.	
Town of Richmond Housing Committee	Richmond	Subcommittee of Planning Commission	2020	In process	No	Website Ravi Venkataraman rvenkataraman@richmondvt.gov	-Received FY21 Municipal Planning Grant to study housing needs and revised zoning regulations to meet housing needs; completed a draft housing needs assessment.	Reach out to Vermont Housing Finance Agency and to closely work with planning commission.
Shelburne Housing Committee (Profile)	Shelburne	Subcommittee of Planning Commission	2016	No	No	Website Committee Chair: Pam Brangan pbrangan@ccrpcvt.org	-Developed Housing Booklet , Housing map , revised zoning regulations regarding Accessory Dwelling Units (ADU) and ADU approval process to assist residents through the process at local and state level.	Focus on the fundamentals and don’t worry about having everything... There’s no substitute for having

								places in your community where you can have relatively high density residential development.
Springfield Area Housing Coalition	Springfield	Windham North/Windsor South Continuum of Care - One of 12 Continuum of Care (CoCs) in the state that together comprise the HUD Balance of State CoC	1994	Yes (more than 3 years ago)	Yes	VT Agency of Human Services Field Services Director Brattleboro & Springfield Districts Sue Graff sue.graff@vermont.gov	-Engaging diverse partners in the coalition, including faith-based, service providers, state agencies, regional commission, economic development, housing developers. -Exploring the purchase of a vacant motel to house people experiencing homelessness. -Working with planning commissions on regulatory tools.	
South Burlington Affordable Housing Committee	South Burlington	Advisory group	2016	Yes	Yes	Website Chair: John Simson simsonjohn0840@gmail.com	- Inclusionary zoning in transit district and expanding to city-wide in 2021. -Working on recommendations that the city focus on equity and diversity as well as affordability. -Planning to use Trust Fund for inclusionary zoning. -Repurposing land and commercial house for residential.	Diversify committee membership with different stakeholders to include different perspective.
Senior and Affordable Housing Committee of Thetford	Thetford	Standing Committee	2006		No	Website Sarah Martel martel71@gmail.com	- Hosted a Community Housing Forum: “Housing: Not What, but Who”, engaging community members with information, personal narratives and inspiring successful housing solutions.	
Keys to the Valley (Tri-Commission)	Upper Valley Regional Planning Commissions of NH and VT	Upper Valley Lake Sunapee Regional Planning Commission (NH), Two Rivers-Ottauquechee Regional and Mount Ascutney Regional Commissions of VT				Website	- Housing tours, streamlining permit process, eliminating zoning barriers - Keys To The Valley Toolbox : Strategies and policies to promote safe and affordable housing using six goals that are broken down into key action areas.	

Winooski Housing Commission (Profile)	Winooski	Advisory policy commission to City Council	2017	Yes (more than 3 years ago)	Yes	Website Staff Liaison: Heather Carrington HCarrington@winooski.vt.gov	-Established housing goals for the Winooski Master Plan, identified gaps in available housing in Winooski and set targets to fill those gaps. -Established a Housing Trust Fund. -Held a housing policy summit hosting housing experts to discuss housing policy options for the community. -Annually reviews gentrification monitoring report and the landlord registry rental pricing survey. -Made recommendations to the Planning Commission for policy changes to promote creation of affordable housing. -Providing interpreted homeownership and down payment outreach education to promote Champlain Housing Trust, AALV and VHFA activities. -Advocating on how to use Section 8 voucher for homeownership. -Advocating on reducing parking lot and density for multifamily unit projects.	Use data-driven approach in identifying and solving housing problems.
Woodstock Economic Development Housing Working group	Woodstock	Economic development housing working group	2020	Yes	No	Website Jon Spector jonathan.spector@gmail.com	-Incentivizing landlords to move from short term to long term rentals -Promoting Home Share, Mobile Home Parks - Incentivize landlords to create and make ADUs affordable for 5 years. -Promoting employer provided housing. -parking lot reduction .	

Compiled by Shiferaw Gemedo, CVOEO-Fair Housing Project, 2021