

## AGENDA

### Affordable Housing Commission – Regular OCTOBER Meeting (RESCHEDULED) WEDNESDAY, OCTOBER 25, 2023 – 7:00 P.M.

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

#### ORDER OF BUSINESS

**1. CALL TO ORDER.** The former Chair will seek the consent of the members present to call the Commission to order at 7:00 p.m.

**2. (a) ROLL CALL.** The Secretary will call the roll, confirming the status of terms and appointments. An updated member contact sheet will be provided to members.

**2. (b) ELECTION OF INTERIM CHAIR.** If necessary, nomination and election of an interim Chairperson, to serve until a Chairperson has been appointed by the Town Council in accordance with Section 3-4 of the Charlestown Code of Ordinances.

**3. MINUTES.** Review and approval of minutes of meetings held on May 24 and September 20, 2023. (The regular June and August meetings were cancelled, and there was no quorum for the July meeting.)

#### 4. COMMUNICATIONS.

**a) RIHousing LMIH 2022.** RIH's draft 2022 Low and Moderate Income Housing chart for the Town of Charlestown, and copies of the 2021 chart for comparison; brief review and analysis.

**b) Accessory Dwelling Units – draft ordinance** reviewed by the Town Council at its October 10, 2023 meeting (for information only)

**c) Memo re: ADU Ordinance development – 10/12/2023** sent by E.Smith to town solicitor, zoning official, planner and tax assessor, *re* 10/10 draft ADU ordinance

#### 5. NEW BUSINESS.

**a) Town Council Liaison's Report.** Information on: the status of the ordinances to codify the Affordable Housing Trust Fund and to bring the Town into compliance with the state law mandate for certain Accessory Dwelling Units; and Affordable Housing initiatives in other RI communities.

**b) Chairman's Report.** The Chair will outline the proposed contents of an AHC reference binder and poll the members for their preference for digital or paper format.

**c) Meeting Schedule 2024.** The Commission will adopt a meeting schedule for calendar year 2024.

**d) Affordable H.O.M.E.S. initiative.** The Commission will briefly review the Commission's 2013 *Affordable H.O.M.E.S initiative* and evaluate its current applicability for potential referral and action.

**e) Commission's statutory role in support of affordable housing.** The Commission will address the need for timely notification of: funding opportunities; proposed legislation; and LMIH projects that are under review for permitting, or on appeal.

**f) Organizational Meeting.** The Commission will review the statutory requirements and set a date for the next annual organizational meeting.

**g) Assignments.** Commission members may commit to undertake an independent study or task of interest to the Commission, and request input or advice from the remaining members.

## **6. OLD BUSINESS.**

**a) Income-Restricted Accessory Dwelling Units.** The Commission will determine what steps will need to be taken (and by whom) to allow additional forms of ADU's that are in compliance with state law, and what documentation will need to be developed (and by whom) to allow ADU's to be qualified as LMIH.

## **7. PUBLIC COMMENT.**

**8. NEXT MEETING.** November 15, 2023

## **10. ADJOURNMENT.**

The public is welcome to any meeting of the Affordable Housing Commission. If communication assistance (readers/interpreters/captions) is needed or any other accommodation to ensure equal participation, please contact (401-364-1240) at least three (3) business days prior to the meeting. In accordance with Federal law and U.S. Dept. of Agriculture policy, the Town of Charlestown is prohibited from discrimination on the basis of race, color, national origin, sex, age or disability. (Not all prohibited bases apply to all programs.) To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington DC 20250-0410 or call 800-795-3272 (voice) or 202-720-6382 (TDD).

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