**Rockingham Incremental Development Working Group (RIDWG)**

*September 29th, 3:30 pm, Waypoint Center*

**3:30 pm Introductions**

**3:40 pm Guest Presentation**

* + - * Jon-Michael Muise, USDA RD
			* Anthony Girard, Brattleboro Area Affordable Housing
			* Duane Case, RIDWG member: ADU Case Study (HOLD)

**4:00 pm Recurring Update Items**

* Neighborhood Development Area

**4:00 pm Review Tasks from July 28 meeting**

Zoning and Land Use

Public comment on updated chapters

* Zoning Bylaws—Any Update on when we can provide comments?

Existing Property Owner Outreach

 Rental Ordinance (Chuck and Shaun) with Town

* + Pat--Update on Rental Housing check list: <https://app.box.com/s/vvgg6uq4n43rvegbicg1oo510r7czhfp>

Landlord Groups:

* + Has anyone attended a meeting? Thoughts? Useful?

Website updates with IncDev content (Town and BFDDA websites)-

* + Any feedback on the three websites? Are you sending people there to learn more?

Opportunity: Carriage Houses into ADUs (existing structures easier to modify and less costly than building new, generally)

* Do we create a subgroup to work on this? Subgroup to educate, be a resource? -- RESOURCE
* One or two case studies to encourage, instead of focusing on an exhaustive inventory
* Update from Bonnie and Jeff on large Victorian House tour—case study?
* Contacted Rhett Lamb at City of Keene to hear more about their ADU process
* BAAH as a resource

Target Market Analysis (Residential and Commercial)

Sharing TMA Documents

* Update? Gary working on cover letter for this document to share with businesses

Knowledge Sharing/Learning Opportunities

Sharing the general IncDev information with a wide audience of people and organizations

* Press Release update?
* Ad for movie intro at Opera House?
* Info at Town Meeting
* Water Bill Insert Update

Topics and Teachings that local small developers should learn about/want to learn about:

* Does it Pencil? How to do a Pro Forma- Recap?
* First Time MFH Homebuyers series (geared towards Gen Z, Millennials) Update
* Housing Webinar Series, hosted by WRC and WWHT
	+ How to Address Housing Needs in Your Town, October 27, 5:30-7:00 PM
	+ Village Center Housing and Infrastructure, November 10, 5:30 – 7:00 PM
	+ Zoning for Great Neighborhoods, December 1, 5:30-7:00 PM

Other Training Ideas:

* VHIP presentation
* BAAH ADU conversion presentation/training
	+ - * + <https://baahvermont.org/our-programs/apartments-in-homes/>
* Condo Conversion—
	+ - * + Suggested Lawyer (Salmon and Nostrand in BF) – Samantha Snow, also Jean Giddings (Fitz Olson and Giddings)
	+ Sarah connected with owner of Yellow Condo in Putney
	+ [Notes on conversation with owner](https://docs.google.com/document/d/1zQaRBx_FG-mrWK3Gw4yAm4sytXLmxOJ_3bK_X_4UanM/edit?usp=sharing)
* Pre-purchase training/coaching with WWHT

Case Study at 34 Old Terrace

* Chris Proctor
* Connected with Robert, Sarah
* Presented to DRB

**4:45 pm Brainstorm on presentations for RIDWG**

Who or what do you want to hear more about? Who can we bring to present to this group?

* USDA Rural Development (today!)
* 4% LIHTC, Skye Morse (Secured for October meeting)
* Paradigm of zoning shifting (DHCD?)
* Invite someone from a major city to remind us that what we need to do is just one small block (Emmett)
* Historic preservation—form of incentive
* Existing infrastructure (How much sewage, water—capacity; is it expandable)

**4:50 pm Parking Space**

Items That Need Attention

 Attend a Planning Commission meeting

* To present? To learn? To connect?

Sharing TMA Documents

* Listers, bankers, employers, business owners, Selectboard, trustees

Beautification Matching Grant (like [Oswego Renaissance Association](https://www.oswegonyonline.com/))

* Could some ARPA $$ be used to fund this?
* Learn more [HERE](https://brattleborodevelopment.com/knowledge-bites/#1582743928596-2a8564f1-5858)
* Sustainable Rockingham Group has created “neighborhood clusters” that could be a good framework to work off of if a program like this takes off

Sharing Knowledge:

* Share findings with employers, from Town of Rockingham
* Send letter to large employers giving an overview of the IncDev process, the outcomes/findings, and signal that a lot of this work connects to their workforce’s needs. (Gary?)

Topics and Teachings that local small developers should learn about/want to learn about:

* Ownership vs Management

Downtown’s Upper Stories:

* Help “ready to rent” units get tenants.
	+ - How do we find those units?
		- Where do we help promote them?
* Lessons learned from Howard Block and Exner Block
	+ - Presentation? Conversation?
* How do we utilize all these flat roofs?