

TO: Salisbury Affordable Housing Advisory Committee and Salisbury Planning and Zoning Commission

FROM: T.A.J. McGowan, AICP

McGowan Associates Planning Services

59 Beach Street

Litchfield, Ct. 06759 **pls note this is the mailing address**

Work progress report and bill

WORK

no charge - prepare draft proposal send to Bill Morrill and Jim Dresser

meeting at Jim Dresser's re affordable housing regulation project - work on notes from meeting to develop project outline

discuss project outline with Jocelyn Ayer revise outline and send to committee members

review revised proposal with Bill Morrill, notes

no charge - revisions to affordable housing proposal

accessory apartment grace period provision research other acc apt regulations notes on proposal for Salisbury regulations, draft same

work on proposed accessory apartment amendment to zoning regulations for affordable housing, review other regulations and revise Salisbury's, continue work on other zoning affordable housing amendments memo to Jocelyn Ayer with accessory apartment proposed revisions for review and discussion call Marty Whalen re status of revisions for affordable housing, discuss same, call Bill Morrill re status, discuss with Dwight Merriam accessory apartments, granny flats, etc.

Dwight Merriam re assistance to AHAC, memo to Jocelyn and Bill M re discussion with Dwight

draft additional reg revisions, apartment over business building, work on other

finish regulation revisions to conversion to multi family amendment, B and B amendment, call discuss with Bill M, memo to AHAC re proposed reg revisions

go over draft with Bill M notes on edits/improvements, revise regulations and work on consolidated report to AHAC, copy to Merriam from review

prepare for meeting with AHAC, to meeting with AHAC at town hall. Review all proposed regulation amendments and rationale for presentation/recommendations, answer questions

discuss with committee members final report and question of immediate and longer range possible additional measures to improve affordable housing with other regulation amendments (so called two phase approach to implementation)

review recommendations for 2 phase implementation plan, add additional 2 new recommended zoning amendments to report, research re number of dwelling units allowed per acre in affordable housing projects in other Conn towns and other states

prepare for meeting with PZC, call Morrill and email to Jim D re same, discuss affordable housing recommendations with PZC at workshop meeting
memo re results of meeting and discussion with PZC on affordable housing draft recommendations,

work on revisions to proposed amendments to zoning regulations (B and B and other), revisions to introduction AHAC report call and discuss same with Bill M

discuss revisions with Bill M, notes

work on revisions to AHAC report

same as above

discuss revisions with Bill M, notes

respond to Jim D question re limitation of conversion of MF to 3-4 dwelling units

review and reply to various email questions re AHAC report, to meeting of AHAC review report and answer questions with committee

revise report and recommendations as per discussion with AHAC, discuss Cornwall affordable lot regulation with Jim D.

additional edits to final report

more edits to final report

questions from some members of AHAC suggesting adding additional recommendations to final report, discuss with Bill M, memo from Rod L, review again Blank's list of 8 recommendations, notes, revise introduction and definition of affordable housing in report

total hours

hours no charge

hours @ \$85./hr = \$3,123.75