

I. Call to Order

The meeting was called to order at 6:00 PM by Jack Commo, Vice-Chair.

Commissioners present: Jack Commo Vice-Chair, Jaqueline Thomas, Jarron Khan.

City Staff present: Jazmine Hurley Housing Initiative Director, Ravi Venkataraman

II. Changes to the Agenda

None

III. Public Comment

No public comment was received.

IV. Approve Previous Meeting Minutes

A motion to approve the July 28, 2026 meeting minutes was made by Jack and seconded by Jaqueline. Motion passed unanimously. Meeting began at 6:01pm.

V. Discussion: Building Typologies Report Overview

Ravi presented the Residential Building Typology Analysis, a planning project completed with support from the Chittenden County Regional Planning Commission (CCRPC). The project used approximately \$60,000–\$70,000 in federal transportation planning funds focused on transit-oriented development.

The project had two primary objectives: developing residential design standards that reflect the City's desired development patterns and evaluating whether the City's existing Priority Housing regulations and lot coverage incentives effectively support the development of affordable, family-sized housing.

- Consultants developed models showing how different housing types could fit on typical Winooski residential lots while accounting for lot coverage, setbacks, parking, building access, and internal unit layouts.
- The models focused particularly on family-sized housing and generally assumed three-bedroom units of at least 1,200 square feet.
- Most models demonstrated that family-sized housing could be accommodated within the City's existing 50% lot coverage requirement. One model on a larger/deeper lot required exceeding the 50% threshold.
- Consultants noted the prevalence of front porches in Winooski's existing residential neighborhoods and recommended excluding front porches from lot coverage calculations as an incentive to maintain this characteristic in new development.
- Additional recommendations included increasing the standard lot coverage allowance from 50% to 55%, revising how building height is measured to better preserve the City's existing two- to two-and-a-half-story development pattern, and considering allowing up to eight units within a single building in certain residential areas.
- Staff discussed infrastructure considerations associated with placing multiple buildings

on a single lot. Public Works has expressed interest in configurations that reduce the number and complexity of separate water and wastewater connections.

The Planning Commission is continuing to review the recommendations, particularly potential changes related to lot coverage, building height, and the number of units permitted within a building.

Commissioners discussed utility connections, setbacks, front porches, preservation of usable rear-yard space, and the proposed changes to building-height measurements. Staff clarified that the models generally operate within the City's existing setback requirements.

VI. Discussion/Approval: Reorganization and Election of Officers

This item was tabled to the next meeting.

VII. Discussion: FY27 Workplan

This item was tabled to the next meeting.

VIII. Discussion: FY26 LL Survey Data Results

Jazmine presented results from the City's FY2025 landlord survey, which is distributed annually with the Public Building Registry mailing. The voluntary survey collects information on Winooski's rental housing stock, including unit sizes, rents, housing assistance, rental availability, rent increases, and challenges reported by property owners.

- The survey represented 185 properties owned by 158 landlords, approximately 60% of the City's public building rental stock.
- Average reported monthly rents for all units were approximately \$1,489 for studios, \$1,744 for one-bedroom units, \$2,000 for two-bedroom units, \$2,100 for three-bedroom units, and \$2,900 for units with four or more bedrooms. These averages include both market-rate and subsidized/affordable units.
- Staff noted that reported rents may appear lower than rents currently advertised because the survey represents the City's entire rental stock, including long-term tenants in lower-cost units that rarely become available on the open market.
- Approximately one in five respondents were owner-occupant landlords.
- Of landlords responding to a question about applications received for unit openings, approximately 30% reported either no new lease or filling a unit through word of mouth. Most available units received approximately two to five applications.
- Staff noted indications that the rental market has become somewhat less constrained compared with the period immediately following the COVID-19 pandemic.
- Of 149 landlords responding to a question about rent increases, approximately 56% reported raising rents. Most increases were between \$50 and \$100.
- Taxes were the most frequently cited reason for rent increases. Other reported pressures included general inflation, property maintenance and improvements, insurance, utilities, Code requirements, and other operating costs.

IX. City, Council, and Inclusion & Belonging Commission Updates

This item was tabled to the next meeting.

X. Other Business

None.

XI. Adjourn

Motion to end the meeting was made by Jack and seconded by Jaqueline. Motion passed unanimously. Meeting ended at 7:03pm.

DRAFT