

Provincetown Community Housing Council

Veterans Memorial Community Center ↻ 2 Mayflower Street
January 25, 2016

3:07 p.m.

Members Present: Ron Irwin, Elaine Anderson, Kristin Hatch, & Susan Cook

Excused: Rev. Brenda Haywood

Staff: Community Housing Specialist Michelle Jarusiewicz

Public Statements: none

Annual Report for 2015: is due to the Town Clerk by 1/28/16. Kristin Hatch volunteered to draft.

CPA Housing Applications:

Ms. Hatch, who is the Housing Authority's rep to the Community Preservation Committee and the CPC Chair, indicated that there are 3 CPA Housing applications in this round: the Housing Office, the Housing Authority expansion, and Cape Cod Village. Ms. Jarusiewicz distributed excerpts from all 3 applications.

The Housing Office request for \$117,982 is for full-time Housing Specialist and related expenses. The purpose of the Provincetown Housing Office is for the provision of direct staff support for housing activities including the development and creation of new community housing, preservation of existing housing, monitoring existing units, and support of the Community Housing Council [CHC].

The Housing Authority request for \$60,000 is for planning for the expansion either on-site or combined with adjacent site with the ultimate goal of adding 40 units over 10 years. The Housing Authority owns most of their properties outright and is interested in expanding for low income, seniors, and the disabled. The HA may also build moderate income units.

The Cape Cod Village request is for \$100,000 for housing development in Orleans for group home for autistic adults. There was an article in the Banner. There is regional need and will provide 16 space of permanent housing for adults at the severe end of the autistic spectrum. Members requested a presentation by Cape Cod Village and scheduled Monday, Feb 1st at 1:00 pm if available. Members had general discussion about how many slots might be needed or allocated for Provincetown? Criteria for "goodness of fit" for those to be selected. Very limited number of units with little turnover projected. Housing Specialist pointed out that it is not unusual as there is very little turnover in ALL of the deed restricted units in Provincetown. Data for Provincetown need? \$100,000 is small portion of the overall \$5-million project. The Community Preservation Committee has scheduled public hearing on Monday, February 8th.

Ron Irwin MOVE to support the Housing Authority's \$60,000 CPA request for expansion; second by Susan Cook; members Kristin Hatch and Elaine Anderson declared that they are both on the Housing Authority; Susan Cook supports anything that will help housing for the elderly population; approved 4-0.

Susan Cook MOVE to support the Housing Office CPA request for \$117,982; Kristin Hatch second; approved 4-0.

Meeting schedule: general discussion of CHC & CPC schedule –should post for meeting during CPC public hearing on 2/8 since 2 members are on CPC if 1 other attends, it would make a quorum. Scheduled meeting for CHC next Monday 2/1 at 1:00. Ms. Hatch indicated that she would not be able to attend.

Updates: the Housing Specialist reviewed the highlights of the attached update including the receipt of 5 applications under the Self-Sufficiency local voucher program. Next step would be review of applications by staff and perhaps CHC member. Ms. Hatch volunteered; members agreed. Received one new application under the little Fix. Discussion re possibility of Spring Clean-up. Unit #11 at Sandy Hill Lane closed on 1/15/16. Tenants were able to move into Grace Gouveia building prior week.

Discussion of the significant number of applications at Stable Path for one-bedrooms- 56% of applications were from single person households with only 5 efficiency/1-bedroom units out of the 23. The State had allowed greater number of units at 90 Shank Painter for 1-bedrooms but Stable Path reflects the standard for greater number of 2 & 3 bedroom units; this is to encourage families. Housing Specialist is gathering data from various local entities about need across variety of income levels and household sizes.

Minutes:

Kristin Hatch MOVE minutes of 7/8/14; Susan Cook second; approved 4-0.

Susan Cook MOVE minutes of 11/9/15 as amended; Kristin Hatch second; approved 4-0.

Kristin Hatch MOVE minutes of 11/20/15; Susan Cook second; approved 4-0.

Susan Cook MOVE minutes of 12/28/15; Kristin Hatch second; approved 4-0.

Next Meeting: Monday, 2/1/16 at 1:00 pm

Meeting adjourned at 4:18 pm

Submitted by: Michelle Jarusiewicz, Community Housing Specialist

Community Housing Update

Community Housing Specialist Michelle Jarusiewicz

January 19, 2016

New information since last update underlined

Stable Path:

Community Housing Resource received 104 applications in response to 212 requests for applications postmarked by the deadline of 1/5/16. Of those 104, 68 qualified under local preference.

Local preference policy allows up to 70% of the units at initial rent-up. 58 applications [56%] were from single-person households. The Housing Specialist participated in the lottery conducted on 1/15/16 which determined the review order of those applications.

Available units:

5: efficiency/1-bedroom,
16: 2-bedroom,
2: 3-bedroom rental units at various income levels from 30% AMI to 100% AMI; some ADA compliant. Construction underway – occupancy available May/June 2016.

The Town has been notified that all 23 of the Stable Path rental units, including the 5 median income units, have been added to the SHI bringing our certified number to 9.75%. Subsequently, the HS inquired about the Grace Gouveia LIP application and received notice on 11/12/15 that the units were added to the SHI bringing the certified number to 9.9% [210 units].

10% = 213 units

- ❖ **1.5%/40B Safe Harbor:** Housing Specialist [HS] and Assessor worked on research & math details [SHI list percentage of lot & governmental exceptions] and approach; met with GIS Consultant Dana Faris & MIS Lynne Martin for assistance on 9/2 utilizing GIS to develop math model. The CHAPA 40B workshop on 10/2 did not offer any guidelines. The State has a cross-agency group that has issued an RFP to develop them.
- ❖ **24 Captain Bertie's Way Unit C:** 2-bedroom moderate income condominium for sale; open-house 10/24/15; 1 application received 11/24/15 and is moving through closing process; closing scheduled for 2/16/16.
- ❖ **2 Meadow Rd #1 resale:** 3 applications received 9/24/15; lottery conducted 10/8/15; proceeding with #1 applicant, P&S executed, AHR approved by BOS 11/23/15; property closed on 12/4/15!!
- ❖ **3 Maple Court:** Owner met with CHC on 7/20/15 for preliminary discussion on the creation of 2 deed restricted units and addition of 4 new market units. Housing Specialist confirmed that current tenants may remain in existing building if owner proceeds with development of affordable housing. In that case, the units can only count on 40B SHI after the tenants relocate and an AFHMP is done in accordance with state regulations. Preventing displacement of existing tenants was the primary reason the owner purchased the property. The owner intends to rehab the existing building without displacing the tenants this fall.
- ❖ **60 Bradford St.:** Members of the public have encouraged the town to consider acquiring this property of 9 units. The HS had a preliminary conversation with the owner and her representative. The HS along with the Town Planner and a Building Inspector conducted a site visit to see the property on 9/22/15. It appears that significant rehab and updates would be required to bring the property up to code.
- ❖ **350 Bradford St.** Developer received 40B eligibility letter from Mass Housing dated 7/6/15; the developer has up to 2 years to file full 40B application with ZBA. Developer has proposed 13 market rate units.
- ❖ **6 Sandy Hill Lane Units #11 & #12 resale:** applications received 9/24/15. 5 applications received for unit #11 and 3 for Unit #12. Lottery conducted on 10/8/15; proceeding with #1 applicants, attorneys, development of AHRs; Eligibility Certificate approved by BOS 12/15/15. Unit #11 closed 1/15/16!
- ❖ **46 Bradford Street [former Community Center]:** RFP issued with site visit 7/21/15 with 2 parties attending; no proposals were received 9/17/15.
- ❖ **AHTF:** the Town adopted our own Affordable Housing Trust Fund in 2002 for the creation & preservation of low/moderate income year-round housing both ownership & rentals. The CHC is the gatekeeper for the funds which have been used for a variety of activities including the Housing Summit and emergency housing funds. The HS attended a MHP workshop on Municipal Housing Trusts on 12/8/15 in Acton to acquire a better understanding of how the state's trust compares to ours [including the proposed Trust] and works.
- ❖ **Cape Cod Village:** CC Village submitted a CPA request for \$100,000 for a regional housing development in Orleans for autistic adults.
- ❖ **Cooperative/congregate/transitional Housing:** CHC would like to explore these options; some preliminary discussion about creating a home modeled after the Foley House for women.
- ❖ **Emergency Housing/Homelessness/HPC:** The CHC approved HPC's request for additional funding [\$20,000] to continue the emergency housing & homeless prevention program on 8/24/15. The BOS approved on 9/28/15.
- ❖ **Fire House #2:** development of upstairs to be revisited

- ❖ **Grace Gouveia:** advertising for units began in August 2015 with info sessions on 9/12 & 9/23. 17 applications were received by 10/14/15 of which 11 moved forward to the lottery on 11/12/15 conducted at the Library. 6 were considered local [for 2 units] and 5 non-local [for 1 unit]. Certificates of occupancy were issued on 12/22/15 and tenants were allowed to begin moving in 1/15/16.
- ❖ **Little Fix:** 1 application received 1/12/16.
- ❖ **Local Voucher Program:** Ads appeared in Banner 11/12 & 11/19; HS solicited proposals for the case management component; application documents are available; 5 applications were received by the due date of 12/22/15 for initial round and are under review.
- ❖ **Maushope/Housing Authority Expansion:** Paul Kelly & David Garten of PTown 365 did a site visit with ED Patrick Manning & HS on 7/8/15; Architect Paul Kelly did some conceptual designs discussed with the CHC 7/20/15 & HA. HA is developing 10-year plan to add 40 units. The HA submitted a request for \$60,000 in CPA funds for expansion planning.
- ❖ **Path to Ownership:** Town hosted a Home Buyer Workshop series in Provincetown on 12/2, 12/7, & 12/9/15 and 7 individuals completed the session with several submitting for the scholarship. HS drafted a Path to Homeownership handout of existing programs including the state's ONE program & the CDP's counseling program; to encourage residents to prepare for home ownership. CHC approved scholarships for Provincetown residents that complete the course.
- ❖ **PTown 365/Housing Group:** Rik Alhberg, Tom Coen, Paul Kelly, & David Garten of PTown 365 have attended CHC meetings and have taken on various housing strategies to research and pursue including examining town-owned & other properties and items listed here
- ❖ **REIT:** research & discussions between DMF Dan Hoort, HS, and Town Counsel; Town Counsel has indicated that this is a very complicated path that is for the private sector and requires significant funds; municipalities cannot contribute directly to REITs.
- ❖ **Stable Path:** construction is well underway [65% complete] with completion expected by May 2016. Marketing & outreach started 11/5/15; HS attended training meeting re: process on 11/4/15. The Town has been notified that all 23 of the Stable Path rental units, including the 5 median income units, have been added to the SHI bringing our certified number to 9.75%. The HS helped to coordinate and attended 2 info sessions at the VMCC on 11/14/15 & 11/18/15 and met with potential applicants. Community Housing Resource received 104 applications in response to 212 requests for applications postmarked by the deadline of 1/5/16. Of those 104, 68 qualified under local preference. Local preference policy allows up to 70% of the units at initial rent-up. 58 applications [56%] were from single-person households. The Housing Specialist participated in the lottery conducted on 1/15/16 which determined the review order of those applications; full review including interviews, references checks, and home visits will be completed in next 2 months.
- ❖ **Tax exemption program:** town did an outreach program with the spring tax bills that generated a lot of interest which may result in more applications for next cycle with the higher eligibility rates and allows landlords to put in place year-round leases if they don't exist; HS will assist Assessor's office with the processing of these applications.
- ❖ **VFW:** several meetings & discussions between Building Committee & Paul Kelly of PTown 365 regarding police station design
- ❖ **Year-round Rental Trust:** Town Clerk submitted certified copies of town meeting votes; Town Counsel finalized cover letter of explanation on behalf of the Town for submission; pending with legislature.
- ❖ **Zoning:** the Town Planner presented by-law revisions under consideration to the CHC on 6/29/15 including inclusionary & incentive zoning. CHC met with Planning Board on 9/24/15. April ATM & October STM 2015 adopted an accessory unit by-law for Res1 & Res2 districts. CHC discussion with Town Planner 10/19/15. Inclusionary Zoning By-law: Town Planner is working with Planning Board on potential by-law for Spring Town Meeting; Town Manager, Town Planner, & HS met with consultant Judi Barrett on 11/6/15 regarding the draft.