

# Provincetown Community Housing Council

Veterans Memorial Community Center ↻ 2 Mayflower Street  
April 11, 2016

1:36 p.m.

Members Present: Elaine Anderson, Kristin Hatch, Paul Richardson, Susan Cook [2:05]

Excused: Ron Irwin

Staff: Community Housing Specialist Michelle Jarusiewicz

Welcome: new member Paul Richardson!

Public Statements: none

**April 2016 Town Meeting Housing Articles Results:**

STM Art# 7: Acquisition of Winslow Farms: defeated

ATM Art #6: Year-Round Rental Trust: **approved!**

ATM Art #16-6: AH Revolving Account: **approved!**

ATM Art #17 - D: CPA for Housing Authority Expansion Planning \$60,000: **approved!**

ATM Art #17 - E: CPA Housing Office \$117,982: **approved!**

ATM Art #26: Condo Conversion: defeated

ATM Art #30: Zoning by-law Growth Management sector for year-round rentals: **approved!**

ATM Art #31: Zoning by-law Definitions: **approved!**

ATM Art #32: Inclusionary Housing By-law: Withdrawn for further study

ATM Art #33: \$500,000 for Year-round Rental Housing: **approved!**

Kristin Hatch indicated that she wasn't in favor of the swap and still doesn't think they should create a large development in the area; could be creative with the Community Center and the VFW siting. The Board of Selectmen should consult in advance.

Elaine Anderson said that Tom was thinking Stable Path style as model with broader range of incomes. Ms. Hatch likes the mix income idea.

Minutes: Kristin Hatch MOVE to accept the minutes of 3/14/16 as written; Paul Richardson second; approved 3-0.

Elaine Anderson MOVE to accept the minutes of 3/28/16 as written; Paul Richardson second; approved 2-0-1 [KH].

Update: general discussion [see report]

Other: The Housing Specialist indicated that the Council on Aging had just hosted a Housing Rehab info session for residents to hear more about the regional rehab program.

Next Meeting: Monday, 5/9/16 at 1:00 pm

Note: Paul away 5/16-6/2; Kristin Graduates 5/19; Elaine away 6/4-6/11

Meeting adjourned at 2:42 pm

**Community Housing Update**  
**Community Housing Specialist Michelle Jarusiewicz**  
**April 8, 2016**

*New information since last update underlined*

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Note requires approval at ballot box on 5/3/16

**Important Dates:**

Election day 5/3/16

MHP Info Session mid-May

ULI Tech assistance mid-June

MHP Housing Institute 6/14 & 6/15/16

- ❖ 24 Captain Bertie's Way #C resale: 2-BR moderate income condo for sale; open-house 10/24/15; 1 application received 11/24/15; property closed on 2/16/16
- ❖ 2 Meadow Rd #1 resale: 3 applications received 9/24/15; lottery conducted 10/8/15; AHR approved by BOS 11/23/15; property closed on 12/4/15!
- ❖ 60 Bradford St.: Members of the public have encouraged the town to consider acquiring this property of 9 units. 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 now 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; Eligibility Certificate approved by BOS 12/15/15. Unit #11 closed 1/15/16! Unit #12 closed 2/26/16.
- ❖ 46 Bradford Street [former Community Center]: RFP issued with site visit 7/21/15 with 2 parties attending; no proposals received 9/17/15. April STM rejected acquisition of the Winslow Farms property at no cost in exchange for the former Community Center. It would have provided a move-in ready new home, land for the development of additional community housing, and access to the back of the VFW lot.
- ❖ 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. 4/1/16 non-committed balance \$290,332.
- ❖ Cape Cod Village: CC Village submitted a CPA request for \$100,000 for a regional housing development in Orleans for autistic adults. Request was not recommended by the CPC.
- ❖ 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. Certificates of occupancy were issued on 12/22/15 and tenants were allowed to move in 1/15/16. All 3 affordable units are occupied!
- ❖ Housing Playbook: Staff prepared draft dated 3/19/16; distribution and initial discussion with various boards and committees including Board of Selectmen, Community Housing Council, Housing Authority, Planning Board, Chamber of Commerce, PBG, COA, and others pending; also available on line. Plan is to return to groups for comments and input which will be incorporated into the next draft.
- ❖ Income Eligibility: HS attended "Determining Eligibility 40B Projects" Workshop in Boston on 3/30/16. It was a day-long session about the nuances regarding income & asset determination and certification for applicants in affordable housing; received binder

of notes and forms. The session walked through many variables for consideration in making the determination of an applicant's eligibility regarding their income and assets; their future income; certifications, documentation, follow-up & research which generally follows HUD standards.

- ❖ **Income Limits:** HUD released 2016 income limits. Barnstable County median income dropped from \$80,300 to \$77,100 [HH of 4] with lower income brackets [30% & 50% AMI] dropping and 80% rising slightly.
- ❖ **Little Fix:** 1 application received 1/12/16. Plan for spring clean-up.
- ❖ **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's request for \$60,000 in CPA funds for expansion planning was approved by April Town Meeting.
- ❖ **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. 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. The next workshop series is scheduled for April 20, 25, & 27 at the CDP in Eastham.
- ❖ **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.
- ❖ **Seasonal Workforce Housing:** HS attended CC & Islands Employer Workshop re: J1 Summer Work & Travel Program in S. Yarmouth on 4/6/16. In 2015 Provincetown had highest number of J1 students on Cape at 456, 10.8%. Yarmouth next at 419 and Hyannis at 389. The Islands had more. Overall points included bicycle safety/transportation, need for housing, need for free events for students on limited funds, and emphasis that this is a cultural exchange program. They encouraged communities and individuals to do their part in making the students feel welcome [and that it can be very rewarding for all].
- ❖ **Self-Sufficiency Local Voucher Program:** Ads appeared in Banner 11/12 & 11/19; application documents are available; 5 applications were received by the due date of 12/22/15 for initial round and are under review. The case-management contract with the Homeless Prevention Council was executed. Initial meetings with some applicants have been completed and tenant & landlord contracts are drafted.
- ❖ **Stable Path:** construction is well underway with completion expected May 2016. Several buildings may get their certificates of occupancy by the end of April. 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 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 is underway.
- ❖ **Tax exemption program:** town did an outreach program with the 2015 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 options were discussed by BOS on 3/28/16 regarding police station design at several locations
- ❖ **Year-round Rental Trust:** Town Clerk submitted certified copies of town meeting votes; pending with legislature. 2016 ATM re-affirmed approval along with potential of another \$500,000 if approved at ballot box.
- ❖ **Zoning:** Planning Board brought numerous zoning considerations to the April 2016 ATM. Approved: revised definitions, growth management section for rental housing. Defeated: condo conversion. Withdrawn for further study: Inclusionary zoning.

*Submitted by: Michelle Jarusiewicz, Community Housing Specialist*