

Provincetown Community Housing Council

Veterans Memorial Community Center ↻ 2 Mayflower Street
December 28, 2015

1:17 p.m.

Members Present: Ron Irwin, Elaine Anderson, Rev. Brenda Haywood, & Susan Cook

Staff: Community Housing Specialist Michelle Jarusiewicz

Public Statements: none

Welcome: to new member Ron Irwin. The Housing Specialist distributed resource binders to all members with some housing documents such as the Action Plan & Needs Assessment. Future items will be added.

Annual Report for 2015: is due to the Town Clerk by 1/28/16. Need someone to draft – perhaps Kristin Hatch would be interested?

Annual Growth Management Report: Housing Specialist summarized the annual growth management report process and update to the Board of Selectmen regarding water, wastewater, solid waste, and housing. The CHC focuses on the housing section and makes recommendations on distribution of gallons within the affordable housing categories including low/moderate income, median, and middle. In the past, the CHC has either voted even distribution or shifted some gallons to one category.

Finding – Affordable Housing Needs Assessment Annual Update

2015 witnessed significant progress in providing additional affordable year-round rental units that are expected to come on line in 2016. Three affordable rentals at the Grace Gouveia building at 26 Alden Street are expected to be available in January and 23 new rentals are expected at Stable Path by June 2016. While the Town continues to strive to increase affordable rental units -- that is, the traditional spectrum of up to 80% Area Median Income -- it has become apparent that there is a great need across a broad range of incomes. Year round rentals are simply not available at any income level. This led to Town Meeting approving a request for special legislation, along with a one-million allocation, to create a year-round rental trust that would include market rate units, which is still before the legislature.

In late 2013 and early 2014, the Town of Provincetown engaged a consultant, John Ryan of Development Cycles, to guide residents through a series of meetings and a Housing Summit, to create a Housing Action Plan and an updated Housing Needs Assessment which were both completed in March 2014. Mr. Ryan had completed the initial housing needs assessment and housing summit in 2006/2007. The Needs Assessment report is attached as Appendix B. The Community Housing Council and the Town continue to strive to implement the strategies outlined in that plan and to think outside the box to develop additional ones to create and maintain homes.

Pursuant to Zoning Bylaw Section 6600 (1), The CHC provides the following recommendation:

The need to have a full range of affordability options in housing is a key component of any vibrant and diverse community. However fully achieving this is a very challenging undertaking that requires a long-term and ongoing commitment by that community. In Provincetown, our unique geographical location and the seasonal nature of our economy combined with an expensive housing market present us with significant challenges in housing. The Community Housing Council stands ready to work with anyone to move development forward for safe, decent, and affordable housing.

Provincetown has always shown a tremendous commitment to creating a safe and welcoming environment for all. However it is critical that we continue the work to create a range of affordability in housing to ensure that we are able to attract and retain a diverse group of individuals and families that make up our workforce and our community. Two projects nearing completion will provide some relief, however the *December 2013 Housing Needs Update* [see Appendix B] along with ongoing loss of year-round population demonstrates a continued and growing need for affordable housing in the area. We urge the Town to continue its commitment to helping meet our affordable housing needs through the creation of new housing resources in the future.

Based on the analysis of existing inventories within Growth Management for affordable housing and the anticipated demand from existing projects in the pipeline, the Community Housing Council recommends the full allotment of affordable housing gallons be placed as follows:

- 550 gallons to Category 1a (Low Income Affordable Housing)
- 550 gallons to Category 1b (Median Income Community Housing)
- 550 gallons to Category 1c (Middle Income Community Housing)

12/28/15	Category 1a Affordable: low/moderate Income Up to 80% AMI	Category 1b Median Income Up to 100% AMI	Category 1c Middle Income Up to 150% AMI
Previous Year Carryover	11,176	7,793	4,671
Grace Gouveia rentals	-62		
Stable Path	-3,630	-1,100	
Remaining Balance	7,484	6,693	4,671
Approximate equivalent	68 bedrooms	60 bedrooms	42 bedrooms
Potential 2016 addition	+ 550	+ 550	+ 550
New balance	8,034	7,243	5,221
Approximate equivalent	73 bedrooms	65 bedrooms	47 bedrooms

Elaine Anderson MOVE to accept proposal for 550 gallons in each category 1a, 1b, 1c for 2016; Susan Cook second; approved 4-0.

MCDBG FY 2016 Regional Application & Community Development Strategy: the Housing Specialist outlined the existing Provincetown Community Development Strategy [CDS] that is a threshold requirement for any Mass. Community Development Block Grant [MCDBG] application and distributed copies. The CDS outlines the various planning activities that the Town has done which range from our annual goal setting, the Local Comprehensive Plan and our Housing Action Plan & Needs Assessment done in 2013/2014. Any activity in a MCDBG application must link to the CDS. The CDS also outlines the Town's planning activities as they relate to the Commonwealth's Sustainable Development Principles. Affordable Housing has been a common thread throughout all of our planning documents since 1997 with the Town implementing many strategies from acquisition and development to zoning and financial incentives. The Town has also participated in a regional housing rehabilitation program that has been funded through the Dept. of Housing & Community Development's MCDBG program for decades. Once again, the Town has been asked to participate in a regional grant, with the Town of Truro as the lead town, for both childcare subsidies and affordable housing rehabilitation program which offers deferred payment loans to income eligible property owners for code corrections up to \$35,000 per property with a deed restriction for 15 years. This is an important tool for people with limited income to maintain their homes.

Elaine Anderson said that this is a really good program.

Units Currently Available:

❖ RENTALS:

Stable Path: efficiency, 1-bedroom, 2-bedroom, & 3-bedroom rental units at various income levels from 30% AMI to 100% AMI; some ADA compliant. Available May/June 2016. Contact CHR at 508/487-2426 for applications. Info sessions at VMCC on Sat. 11/14 at 11:30 am & Wed. 11/18 at 5:30 pm. Applications MUST BE POSTMARKED no later than January 5, 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*

Susan Cook MOVE to submit a letter of support for the FY 2016 MCDBG Regional Application for housing rehabilitation and childcare subsidies; Ron Irwin second; approved 4-0.

Updates: the Housing Specialist reviewed the attached update.

Community Housing Update

Community Housing Specialist Michelle Jarusiewicz

December 15, 2015

New information since last update underlined

- ❖ **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 P&S process.
- ❖ **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.
- ❖ **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 an 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.

- ❖ **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:** construction is well underway with completion expected in Dec/Jan [certificates of occupancy may be issued in December for some of the units]; 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]. The CDP is moving forward with potential tenants. Construction is still underway with completion expected in December and move-in January.
- ❖ **Little Fix:** HS is calling past applicants and consulting with COA to schedule initial assistance.
- ❖ **Local Voucher Program:** Ads appeared in Banner 11/12 & 11/19; HS solicited proposals for the case management component; application documents are available; HS has been meeting with people regarding applications which are due 12/22/15 for initial round.
- ❖ **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.
- ❖ **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 [60% complete] with completion expected by Spring 2016 with marketing & outreach started 11/5/15; HS attended training meeting re: process on 11/4/15; applications available through CHR with due date no later than 1/5/16. 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 is meeting with potential applicants.
- ❖ **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 may 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. Some new by-laws are being presented to the October STM. 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.

other: Elaine Anderson said that there is progress at the Housing Authority with planning for expansion.

Minutes: tabled

Next Meeting: Monday, 1/18/16 at 1:00 pm

Meeting adjourned at 2:19 pm

Submitted by: Michelle Jarusiewicz, Community Housing Specialist

Community Housing Update

Community Housing Specialist Michelle Jarusiewicz

November 20, 2015

New information since last update underlined

Units Currently Available:

❖ OWNERSHIP:

24 Captain Bertie's Way

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❖ RENTALS:

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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]. The CDP will move forward with final eligibility review. Construction is still underway with completion expected in December and move-in December/January.

- ❖ **Little Fix:** HS is calling past applicants and consulting with COA to schedule initial assistance.
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