

**Provincetown Community Housing Council**  
**Community Development Conference Room Town Hall** 🏠  
**260 Commercial Street**  
**March 12, 2018**

1:05 p.m.

Members Present: Elaine Anderson, Susan Cook, Betty Williams

Excused: Kristin Hatch, Paul Richardson

Staff: Community Housing Specialist Michelle Jarusiewicz

Public Statements: none

Annual Town Meeting Articles: Housing Specialist presented a summary of the various Annual Town Meeting articles that relate to housing including the CPA requests and petitioned articles.

CPA Art. 9 item 3-A: request for \$15,000 by the Community Development Partnership for the Cape Housing Institute, a training and education program that started in the fall of 2017. It was well attended and a great educational opportunity; members of the Housing Council, the BOS, and the Year Round Rental Trust attended the 6-week session.

Elaine Anderson MOVE to recommend \$15,000 in CPA funds for the Cape Housing Institute; Susan Cook second; approved 3-0.

CPA Art. 9 item 3-B: request for \$50,000 requested by Housing Office for additional funds for the Downpayment & Closing Cost Assistance program. \$30,000 of the initial 2017 \$50,000 has been utilized with additional applicants in the pipeline. Part of the CHC's Path to Home Ownership Program.

Elaine Anderson MOVE to recommend \$50,000 in CPA funds for the Downpayment & Closing Cost Assistance program; Susan Cook second; approved 3-0.

CPA Art. 9 item 3-C: request for \$50,853 for the Community Housing Office which will continue the current split of 50% of the salary funded by the Town's operating budget.

Elaine Anderson MOVE to recommend \$50,853 in CPA funds for the Community Housing Office; Betty Williams second; approved 3-0.

Articles 15, 16, & 17 are three petitioned articles for tiny homes; all non-binding. Article 15 instructs the Planning Board to work with others to develop zoning and other bylaw changes for Tiny Home Villages. Article 16 is a resolution to call on the Governor and General Court to take regulatory and legislative action to accommodate tiny houses. Article 17 would allow temporary use of VFW for owner-occupied year-round off-grid tiny houses. Assistant Town Manager prepared a memo that outlines regulations regarding "tiny homes."

Elaine Anderson indicated that as a housing committee we need to encourage conversation and discuss options for housing. She supports the concept but is concerned that article #17 would not be the best use of the property.

Elaine Anderson MOVE to recommend for further discussion Articles 15 and 16 and take no action on Article 17; Susan Cook Second; approved 3-0.

Article 24 is for \$75,000 for a development consultant to assist with the pre-development work at the VFW site and current police station site.

Elaine Anderson MOVE to recommend Article 24; Betty Williams second; approved 3-0.

Minutes: Susan Cook MOVE to approve the minutes for 1/12/18; Elaine Anderson second; approved 3-0.

**UPDATES:**

**Winslow Farms:** Both units closed!

**Harbor Hill:** The Trust hired LDA as the Architectural/Engineering firm. They have begun the assessment phase. A Notification List has been set up.

**Housing Authority:** Elaine Anderson described that there is a vacancy at Maushope; there is significant rehab work required. DHCD has approved the work. There are also 2 vacancies at Foley House with some rehab work required. They are still struggling with the state regarding hiring the Executive Director. They did lose power during the storm for couple of days and sent a letter to the Banner for all of the community assistance.

**Next Meeting:** Monday, April 9, 2018 at 1:00 pm

Meeting adjourned at 2:38 pm

*Submitted by:  
Michelle Jarusiewicz, Community Housing Specialist*

# Town Warrant

*excerpts*

## Annual Town Meeting – Monday, April 2, 2018

**Article 9. Community Preservation Budget for FY 2019.** To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2019 Community Preservation Budget, to appropriate or reserve for future spending the following amounts as recommended by the Community Preservation Committee, with each item considered a separate appropriation:

1. Reserves: Part 1
  - A. \$63,343 for Open Space;
  - B. \$380,055 for Community Housing;
  - C. \$63,343 for Historic Resources;
2. Debt Service Appropriations: Part 2
  - A. \$204,575 for Community Housing debt service;
  - B. \$50,354 for Open Space debt service;
  - C. \$159,856 for Historic Preservation debt service;
3. Grant Requests Appropriations: Part 3
  - A. Community Housing - \$15,000 for the Cape Housing Institute, a training and education program through the Community Development Partnership (CDP), and said funds to be spent under the direction of the Town Manager subject to a grant agreement between the Town and the CDP.
  - B. Community Housing - \$50,000 for a Housing Down Payment Assistance Program through the Provincetown Housing Office, and said funds to be spent under the direction of the Town Manager.
  - C. Community Housing - \$50,853 for the Community Housing Office, including a full-time Housing Specialist and Community Preservation Act (CPA) administration.
  - D. Administrative Expenses - \$20,000 for CPA administrative expenses; or to take any other action relative thereto.

*[Requested by the Community Preservation Committee]*

**Article 15. Petitioned Article – A Non-Binding Resolution- Regarding Designation of Tiny House Village.**

To see if the Town shall instruct the Planning Board to work with all other relevant boards and committees, as well as hold open citizen meetings, to develop zoning and other related bylaw changes, additions, and/or deletions and return to the next Town Meeting with one or more articles regarding "Tiny House Villages." If, however, obstacles (whether legal, zoning, etc.) are identified, rather than submit one or more articles, the Planning Board shall instead present a written and oral report within eight months to the BOS and public in an open forum explaining how the Town might overcome obstacles related to permitting for year-round owner-occupied Tiny Houses. The report of the Planning Board should include the following:

- 1) To recommend to Town Meeting amendments to zoning bylaws to create a new designation of "Tiny House Village," consisting of a lot with multiple year-round occupied Tiny House dwellings (defined as a detached structure of less than 500 square feet containing a single dwelling unit on an approved foundation). The Tiny House owner will sign a land lease (or similar vehicle for use of the land). If the Tiny House owner chooses, the owner will be able to remove the Tiny House from the foundation for transport.
- 2) To review the MA Attorney General ruling approving the Town of Nantucket articles on Tiny Houses, as well as the articles themselves, and determine implications and possible opportunities for Provincetown.
- 3) To assess the VFW property, and if possible other Town-owned properties, for the creation of a Tiny House Village. To determine the maximum allowable density for the site, either as a Tiny House Village or sharing the site with units based upon Town housing needs whether studio, 1 bedroom or family-sized

units. Items to consider include ideal density to balance green space, a buffer zone for neighboring properties, sufficient room for parking, and other needs.

- 4) To survey Town residents to determine the number of people interested in living in an off-grid tiny house or on-grid tiny house, as an owner, renter, or in a rent-to-own scenario, as well as learn how soon they would be ready to move into a Tiny House.
- 5) To direct the appropriate Town boards or personnel to continue to identify Town-owned properties that may be suitable for Tiny House use.
- 6) To explore avenues to allow for year-round use of Tiny Houses built on moveable trailers. Or take any other action relative thereto.

*(Requested by Stephan Cohen and others)*

**Article 16. *Petitioned Article – Non-binding Resolution on Tiny Houses in the Commonwealth of Massachusetts.*** To see if the Town will vote to approve the following resolution:

Be it resolved, that the Town of Provincetown through this resolution, call on the Governor and General Court to take all necessary regulatory and legislative action necessary to accommodate “tiny houses” in the Commonwealth.

And furthermore be it resolved the Board of Selectmen and Town Manager take any appropriate action to advocate for changes in state legislation, building codes, and regulations to accommodate tiny houses.

And finally be it resolved the Town Clerk shall deliver a certified copy of this resolution to our state representative, state senator and the Governor of the Commonwealth forthwith. Or take any other action relative thereto.

*(Requested by Stephan Cohen and others)*

**Article 17. *Petitioned Article –Non-binding Resolution - Temporary Use of the VFW property.*** To see if the Town will vote to temporarily allow the lease at a rate of \$300 on a monthly basis of designated “lots” on the VFW property for owner-occupied year-round off-grid Tiny Houses constructed on a trailer until a permanent plan is enacted for the VFW property with this use to be reviewed and renewed annually at Town Meeting. Tiny House placement shall be at least 20 feet from the property line where there are neighboring residences. Or take any other action relative thereto.

*(Requested by Stephan Cohen and others)*

**Article 24. *Development Consultant.*** To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds \$75,000 to be used to hire a development consultant to assist with financing, cost estimating, site planning, other related actions and development options up to and including entering into one or more development agreements for housing on the Town-owned property located at 3 Jerome Smith Road and the property at 26 Shank Painter Road for housing and/or commercial space; or to take any other action relative thereto.

*[Requested by the Finance Committee and the Board of Selectmen]*