



**TOWN OF CONCORD
COMMUNITY PRESERVATION COMMITTEE**

141 KEYES ROAD, CONCORD, MA 01742
TEL. (978) 318-3290 FAX (978) 318-3291

Application for CPC Funding

Due no later than 12:00 noon on Friday, September 8, 2023

Applicant*: Concord Municipal Affordable Housing Trust

Federal Tax Id. No.*: 04-6001121 (Town of Concord)

Co-Applicant (if applicable): _____

Project Name*: Adding affordable SHI units by implementing HPP production projects

Project Location/Address (if applicable): _____

Purpose*: (Select all that apply)

- Open Space Community Housing Historic Preservation Recreation

Project Budget*:

Amount of CPC Funds Requested: \$ 500,000
Amount from Other Funding Sources: \$ 3,600,000
Total Project Budget: \$ 4,100,000
(If multi-year project, note current phase only)

Please check which of the following is included with this Application:

- | | |
|---|--|
| <input checked="" type="checkbox"/> One Paragraph Project Summary * | _____ Architectural plans, site plans, photographs (if appropriate) |
| <input checked="" type="checkbox"/> Map (if applicable) | _____ Copy of IRS determination letter (Non-profit Organizations only)* |
| <input checked="" type="checkbox"/> Narrative * | _____ Copy of Audit or most recent Financial Information (<u>Non-profit Organizations only</u>)* |
| _____ Selection Criteria and Needs Assessment | _____ Letters of Support (if any) |
| <input checked="" type="checkbox"/> Detailed Project Budget * | |
| _____ Feasibility Assessment | |
| _____ Statement of Sustainability (if applicable) | |
| <input checked="" type="checkbox"/> Timeline * | |

Project Contact Person*: Keith Bergman, CMAHT chair

Project Contact Address*: c/o Concord Town Manager's office

Project Contact Phone*: 774-353-8706 Email*: Keith@KBergman.com

Authorized Signature of Applicant*: _____ 

Authorized Signature of Property Owner* (if different): _____

*** Required**

For Historic Preservation Projects Only – please check the box below left and acknowledge:

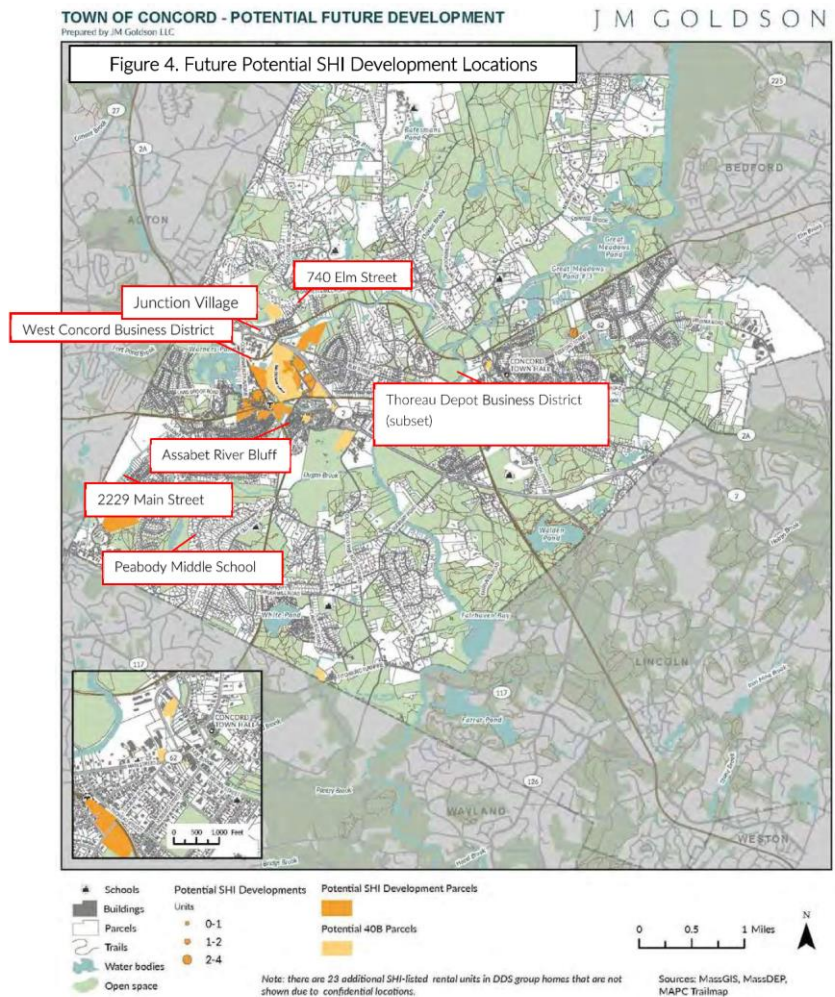
- I/We have read the **U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties** and understand that planning for and execution of this project must meet these standards.

2. Brief Project Summary – The [Concord Municipal Affordable Housing Trust](#) seeks up to \$500,000 in additional CPA community housing funds to implement [FY 2023-2028 Housing Production Plan](#) production strategies and advance priority projects as those become ready to proceed in FY 2025, in coordination with our Concord Housing Roundtable partners. As is the case with the \$1,044,255.76 in CPA funds transferred to the Trust in FY 2024, these new grant funds would also be used for “assisting with the development of affordable community housing,” meaning housing units created with those funds would be limited to households earning up to 80% of AMI, in order to count those units on the [Subsidized Housing Inventory](#).

3. Map – On page 35 of the Town’s [FY 2023-2028 Housing Production Plan](#) is Figure 4, Future Potential SHI Development Locations, shown at right, which includes all of the HPP implementation funding priority projects described below.

4. Narrative – The [Concord Municipal Affordable Housing Trust](#)-- whose Board of Trustees consists of five members appointed by the Select Board, including one member of the Select Board and the Town Manager-- was established in 2021 by the Town’s [CMAHT Bylaw](#) to provide for the preservation and creation of affordable housing in the Town of Concord for the benefit of low and moderate income households and for the funding of community housing, as defined in MGL c.44B the [Community Preservation Act](#).

The Trust complements the Town’s existing affordable housing efforts, entities and programs, and can act quickly when affordable housing opportunities arise, but only if funding is available. While Town Meeting has authorized home rule petitions to the State for a real estate transfer fee and a building permit surcharge as dedicated long-term funding sources for the Trust that would not rely on the property tax, appropriations from town meeting, including CPA and ARPA funding, are essential in the meantime. The Trust’s current fund balance is \$3,123,140; and the Trust is applying for a total of \$1,000,000 from the CPC and the Town in combined CPA and ARPA funding for FY 2025. The



Concord Housing Production Plan FY2023-2028

Town proposes that any new CPA funds awarded the Trust for FY 2025 would, like the FY 2024 CPA funds granted, be used for assisting with development of “affordable community housing,” meaning the housing units created would be limited to households earning up to 80% of AMI, in order to count those units on the Town’s SHI.

The guiding affordable housing policy document for the Town is now the [FY 2023-2028 Housing Production Plan](#), which was unanimously adopted by the Select Board and Planning Board in December 2022 and approved by the State in January 2023, on the unanimous recommendations of the Concord Housing Authority, Concord Housing Development Corporation, Concord Housing Foundation, and the Trust. The HPP assigns the Trust as “lead” for coordinating HPP implementation by the Concord Housing Roundtable (the six entities listed above plus CPC) and the Trust has conducted a series of meetings and discussions with our housing partners-- including the August 16th Housing Roundtable -- to identify which HPP implementation production projects could move forward, so that the Town’s affordable housing funds can be put to work.

Mindful of these discussions, unanimous votes of the Trust on August 22, 2023 and the Select Board on August 28, 2023, pursuant to CMAHT Bylaw Section 6, Item 18, approved a policy statement developed by the Trust for a proposed spending plan to implement production strategies in the FY 2023-2028 Housing Production Plan, as follows:

- (1) To support the Trust in allocating its funds to advance certain projects in FY 2024 as those projects become ready to proceed, and by inviting funding applications;
- (2) To support the Trust in reserving its funds to advance projects anticipated to be ready to apply to the Trust for funding in FY 2024 and beyond; and
- (3) To encourage the Trust to pursue additional funding to implement Housing Production Plan strategies by (a) applying to the Community Preservation Committee for further CPA funds and to the Town Manager through the Capital Improvement Plan process for Town ARPA funds; and (b) by continuing to pursue State authorization for a real estate transfer fee and building permit surcharge to fund the Trust.

Accordingly, with its current fund balance of \$3,100,000 plus another \$1,000,000 from \$500,000 each in grants from CPA and Town ARPA funds, the Trust would advance HPP implementation priority production projects totaling \$4,100,000 through FY 2025. Those priority projects are listed in the table below, sorted by HPP strategy, and described on the pages which follow.

The five projects checked [] in the “Allocate” column—CHDC’s Assabet River Bluff 3 units, CHDC’s Junction Village predevelopment, Town’s surplus state property at 91B Main Street, support for host community agreement the Select Board intends to negotiate with 40B developer NOVO Riverside Commons LLC, and CHDC’s small grant program-- would advance during FY 2024 as those projects become ready to proceed, with the Trust inviting each to apply for Trust funding. A total of \$3-million is anticipated to be allocated in FY 2024 among these five.

For the three projects checked in the “Reserve” column—initial funding for Junction Village development, feasibility of other specific sites, and development of additional units on CHA properties— the Trust would intend to reserve the remaining \$1,000,000. Since more still would

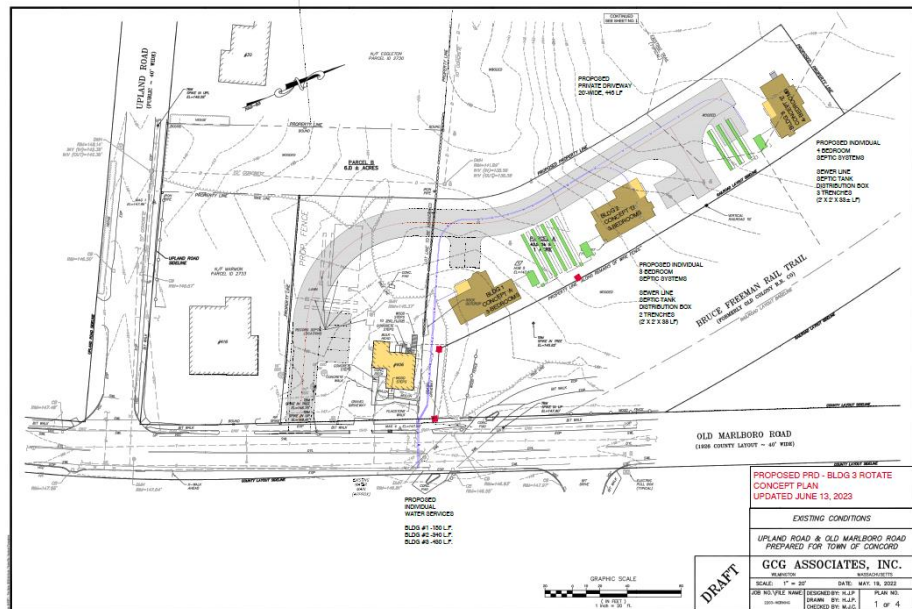
ultimately be needed to subsidize development of Junction Village, the CHDC, the Town and the Trust would need to explore further sources of funding beyond the two years of this plan.

HPP Strategy	Sponsor	Project(s)	Allocate	Reserve
1. Assabet River Bluff	CHDC	Complete development of 3 new affordable units at its Assabet River Bluff property	<input checked="" type="checkbox"/>	
2. Junction Village	CHDC	Pre-development of Junction Village affordable units	<input checked="" type="checkbox"/>	
	CHDC	Initial development of Junction Village affordable units		<input checked="" type="checkbox"/>
3. Other land for creation of affordable housing units	Town	Acquire 1.46-acre surplus State property at 91B Main Street for affordable housing	<input checked="" type="checkbox"/>	
	Town	Fund host community agreement to be negotiated between Select Board and NOVO Riverside Commons 40B	<input checked="" type="checkbox"/>	
	Trust	Fund feasibility of specific sites referenced in HPP as opportunities to develop might arise		<input checked="" type="checkbox"/>
13. Housing Authority	CHA	To develop additional affordable housing units on property it owns or controls		<input checked="" type="checkbox"/>
14. Services for seniors, low income	CHDC	For CHDC to continue its small capital grants program for qualifying affordable housing units	<input checked="" type="checkbox"/>	

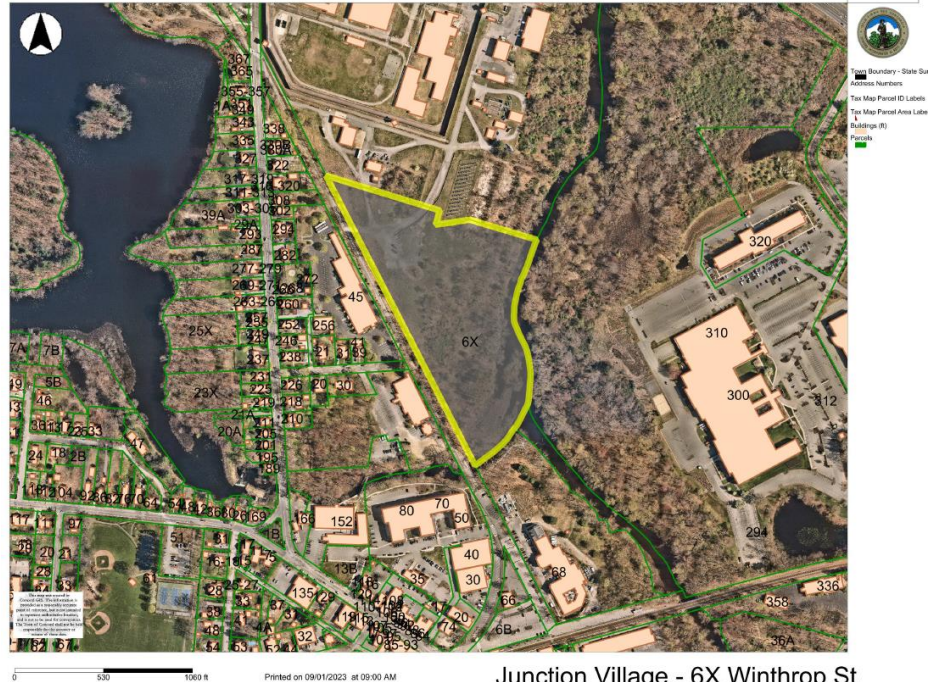
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CHDC: Assabet River Bluff – 3 new units - CHDC will be seeking additional funding in FY 2024 to undertake development of 3 new affordable units on its 1-acre Assabet River Bluff property at 406 Old Marlboro Road [PID 2732].

This fall, CHDC is filing a Planned Residential Development application with the Planning Board, and issuing a request for proposals for a developer. The property, which includes an existing 2-family structure, was acquired for a \$1-million project cost for 5 affordable units. \$500,000 in CPA funds were approved at 2023 for phase 1 development. The site is located 0.46 miles from West Concord MBTA station, and included in HPP Strategy #1.

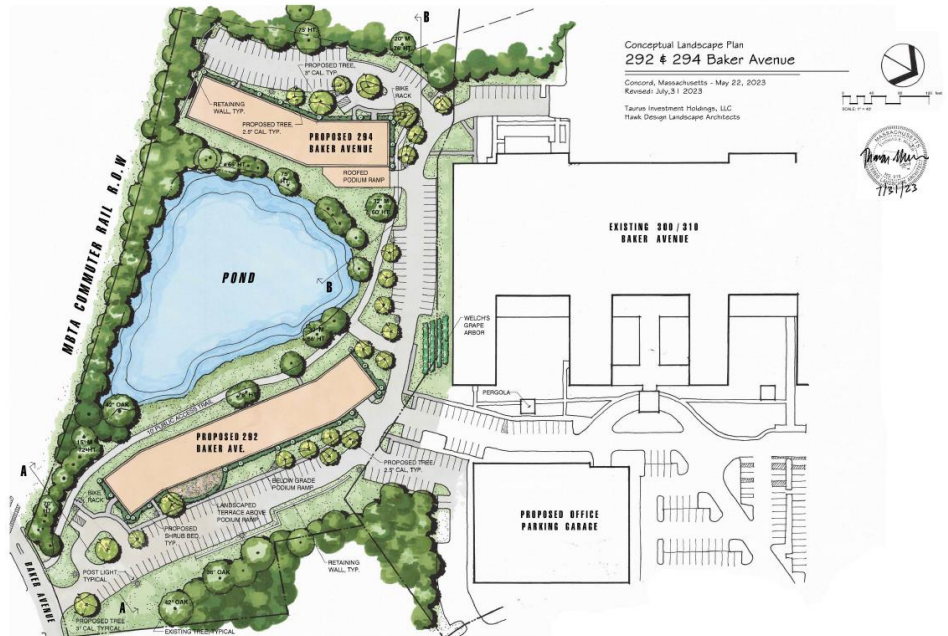


CHDC: Junction Village pre-development – As CHDC prepares to issue an RFP this fall to select a new developer for its Junction Village property at 6X Winthrop Street [PID 2013-1], CHDC first seeks pre-development funding for environmental, engineering, and legal work required. This 12.8-acre is 0.16 miles from West Concord MBTA commuter rail station parcel, and abuts MCI-Concord, Bruce Freeman Rail Trail, Nashoba Brook, and Assabet River. The property was acquired by CHDC from the State pursuant to [Chapter 117 of the Acts of 2010](#), which provides “[s]uch land shall be used for housing, of which 100 per cent shall be deemed affordable housing as determined by the ranges established by the Concord Housing Development Corporation and for public open space purposes.” [emphasis added]. Subsidizing the development of Junction Village is expected to well exceed the funds available in the two-year time frame of this funding plan. The Trust is very supportive of seeing this site developed. Included in HPP as Strategy #2.



Junction Village - 6X Winthrop St

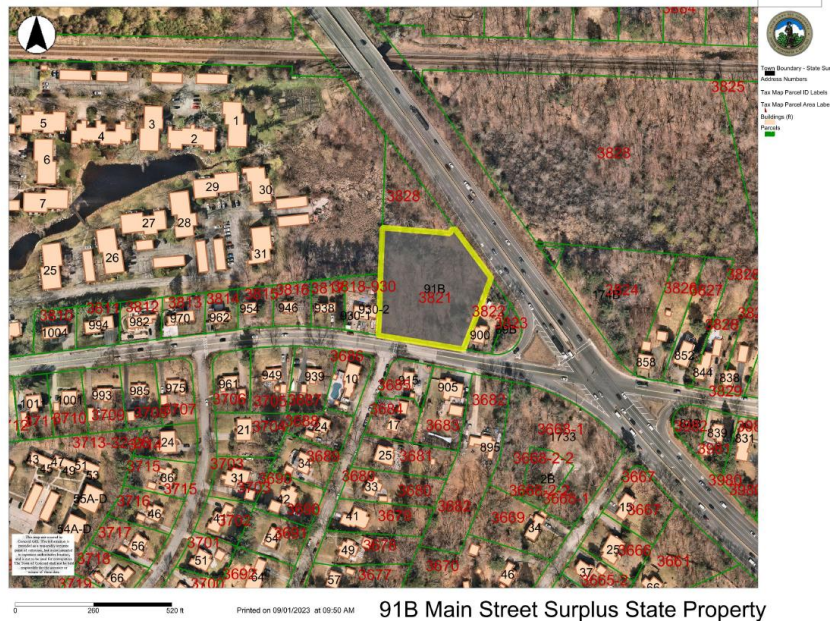
Town: Support for NOVO Riverside Commons 40B - Trust funds would be reserved to fund any waiver of a portion of the sewer hookup fee or other financial provisions which the Select Board might negotiate in a host community agreement with developer NOVO Riverside Commons LLC in support of its 40B project at 300-310 (a/k/a 292-294) Baker Ave. which proposes 201 rental units, of which 25% (51 units) would be deed-restricted as affordable at up to 80% of AMI. All 201 units would thus be countable on the Town’s SHI. [MassHousing site eligibility approval was issued on 8/18/23](#), allowing the developer to file a [comprehensive permit application with the ZBA on 8/21/23](#). That application includes a request to “[w]aive



sewer improvement fee only for the portion of said . . . fee attributable to each of the affordable units.” The property is located 0.25 miles from West Concord MBTA commuter rail station, and is listed in HPP Strategy #3.

Town: 91B Main Street surplus State property

The Town of Concord is pursuing through the Lieutenant Governor the proposed acquisition for low or no cost of a 1.4-acre surplus State property at 91B Main Street [PID 3821], located within the Town’s sewer service area and 0.6 miles from the West Concord MBTA commuter rail station. The property has been appraised at between \$620,000 and \$690,000. Town officials have been told by MassDOT that the property might be able to be acquired for less than market value for affordable housing purposes if the Federal Highway Administration concurs-- since federal funds were used in 1970 for the State to acquire the property. Listed in HPP Strategy #3.



Concord Housing Authority: new units – As reported at the August 16th Housing Roundtable, CHA is developing a proposal for adding new SHI units. CHA units listed in HPP Strategy #13.

CHDC: Small Grant Program – CHDC requests \$50,000 to continue its small grant program at \$25,000 for two years,. The program awards up to \$4,000 to Income-Eligible Concord residents (up to 100% of AMI) to make repairs and alterations to their homes for safety and health reasons. Since FY 2013, the program funded \$194,000 in total projects for 66 eligible households. It program is not CPA eligible and presently has no funding source. Listed in HPP Strategy #14.

* * *

5. CPC's Selection Criteria and Needs Assessment – This project would address all of the CPC’s specific use criteria for community housing projects, and serve to implement these needs identified in the FY 2023-2028 HPP: creating and developing affordable housing for moderate and low income renters or buyers; promoting smaller houses, condominiums and apartments for elderly residents, "empty nesters”, people in changed circumstances due to divorce or loss of a partner, young adults, students, young families and single-person households of all income levels; promoting housing adapted for the disabled; promoting housing for artists seeking low cost live/work and work space; and promoting housing within walking distance of the village centers and public transportation.

6. Budget – The Concord Municipal Affordable Housing Trust fund has a current balance of some \$3,100,000, and seeks to add \$1,000,000 in combined CPA and ARPA grant funds.

<i>Funding Source</i>	<i>Amount</i>	<i>Comment</i>
CMAHT Trust Fund	\$3,100,000	
Grant Funds Requested – CPA	500,000	This grant application
Grant Funds Requested - ARPA	<u>500,000</u>	ARPA application (forthcoming)
Total Project Budget	\$4,100,000	

9. Outreach Strategy – As noted above, the Housing Production Plan whose production strategies this grant would implement was adopted unanimously by the Select Board and Planning Board in December 2022 and approved by the State in January 2023, with unanimous recommendations of the Concord Housing Authority, Concord Housing Development Corporation, Concord Housing Foundation, and the Trust. Through the Concord Housing Roundtable—the above entities plus the Community Preservation Committee—the Trust works to coordinate implementation of HPP housing production strategies. In recent weeks, the Trust has conducted a series of meetings and discussions with our housing partners, including the August 16th Concord Housing Roundtable held prior to CPC’s September 8th funding application deadline, to identify which HPP implementation production projects could move forward, so that the Town’s affordable housing funds can be put to work. On August 28, 2023, the Select Board unanimously approved the Trust’s policy statement for a proposed spending plan to implement HPP production strategies, as noted above.

10. Timeline – In coordination with the Concord Housing Roundtable, through quarterly meetings, and ongoing meetings and discussion with Roundtable partners, the Trust will periodically update its draft HPP Implementation spending priorities to reflect a prioritized list of projects ready to proceed. The Trust would invite formal funding applications for Trust funding on a rolling basis projects become ready to proceed. Applications would be received, reviewed and acted upon by the Trust with opportunity for input from our Roundtable partners, Town staff, and the public.

12. Letters of Support - The Trust is requesting letters of support from its Concord Housing Roundtable partners, and will forward any letters received to the Community Preservation Committee in time for its review of this application.