

WEST BOYLSTON COMMUNITY PRESERVATION COMMITTEE

APPLICATION FORM

[page 1]

Project Name: Housing Production Plan

Date: 10/28/08

CPA Funding Requested: \$ 4000

Total project cost: \$ 4000

Category (check all that apply):

- Open Space
- Historical
- Housing
- Recreation

Lot Number: N/A *

Assessors' Map: N/A *

Number of acres in Parcel: N/A *

Number of proposed housing units: N/A *

Project Sponsor/
Organization: Housing Partnership

Contact Name: Michelle Harris

Address: 312 Ale St

Phone # 508-835-3490 E-Mail Michelle.Harris@State.MA.US
Town Hall

- Insert additional information, if applicable to the application

APPLICATION FORM

[page 2]

Application Requirements

A complete application consists pages 1 and 2 of the application form along with the following information:

1. A detailed description of the project explaining how your proposal benefits the Town of West Boylston and how it meets CPA goals and selection criteria outlined in the Town of West Boylston Community Preservation Plan. Are there any special permits, variance, or other approvals required? Are there any legal ramifications or impediments to this project?
2. A detailed project budget including any additional revenue sources. Will there be any annual costs to the town once the project is operational? If the project is expected to continue over more than one year or if bonding for the project is anticipated, detail the cost of the project on the following table:

Fiscal Year ending June 30,	CPA Funds	Other Funding	Total Cost

- 3 A project time line.
- 4 Additional supporting information such as photographs, plot plans, and maps, if applicable.

Please file 10 copies of your completed application with the Town Clerk.

Applications for funding must be filed by November 1 to be considered for funding at the spring biannual town meeting and by April 1 to be considered for funding at the fall biannual town meeting. However, the Community Preservation Committee may accept late applications after these deadlines, for emergency or other appropriate reasons, solely at the Committee's discretion.

Signature on the application form indicates that the applicant has the right to enter into contracts for the organization seeking funding and has read and understands all regulations in the packet.

Applicant signature Michelle Harris

For Community Preservation Committee Use:
Date request received by West Boylston CPC: _____
Copies provided to CPC Members on _____

TO: Community Preservation Committee
From: West Boylston Housing Partnership
Date: October 28, 2008
Re: Application for CPC funds.

Attached, please find an application from the Housing Partnership for funds totaling not more than \$4000 for the creation of a Housing Production Plan.

- 1) Description of project: A Housing Production Plan is a community's proactive strategy for planning and developing affordable housing. This allows a community to create a strategy to enable it to meet its affordable housing needs in a manner consistent with the Chapter 40B statute and regulations and produces housing units in accordance with the HPP.

By taking a proactive approach in the adoption of a HPP, cities and towns are much more likely to achieve both their affordable housing and community planning goals. HPPs give communities that are under the 10% threshold of Chapter 40B, but are making steady progress in producing affordable housing on an annual basis, more control over comprehensive permit applications for a specified period of time. There are many other advantages for a community to create a HPP. It provides an opportunity to understand current housing conditions and then to determine both the projected housing needs of both the current population and the growth/change in composition of the population (e.g. more families, more elders). For example:

- Are there enough "starter homes" for those forming new households?
- Is there adequate workforce housing?
- What are the options in the community for empty nesters?
- How are the needs of the elderly and the frail elderly being met?
- Are there options for residents with physical and mental disabilities?
- Are there options for both rental and home ownership?

Communities need to look at the amount, type, and condition of the current housing stock to determine whether there is a sufficient variety of supply to meet projected housing demands and preferences in the years ahead.

The projections of future need serve as a starting point for examining suitable locations for housing development. Generally such sites will be in proximity of existing water and sewer lines. Perhaps they will be in proximity of downtown. This HPP articulates the community's rationale for a diverse housing supply responsive to projected needs and preferences. It serves as the community's pro-active strategy in determining the type and pace of housing growth. Specifically,

- by identifying housing needs in the community and identifying sites for development, the community will be providing guidance and direction for the kinds of development most responsive to local conditions;
- the HPP can serve as the housing element of an overall comprehensive plan ("master plan") and/or capital improvement plan that may be required as a companion to the

HPP in order to attract the types of development and housing opportunities the community needs; and
if a community has a DHCD approved HPP and is granted a DHCD certification of compliance with the plan, a decision by the Zoning Board of Appeals (ZBA) to deny a Comprehensive Permit application will be deemed "Consistent with Local Needs" under MGL Chapter 40B. "Consistent with Local Needs" means the ZBA's decision will be upheld by the Housing Appeals Committee (HAC).

The specific components of the HPP are described in the Guidelines. The HPP requires an explanation of the specific strategies by which the community will achieve its housing production goal, and a schedule for implementing the strategies in order to produce the units that will achieve this goal.

- 2) Project budget: The project is expected to be completed by CMRPC, the Central Mass. Regional Planning Commission, for a one-time expense of no more than \$4000.

- 3) Project time line: It is expected to be completed within 4 months from engagement by CMRPC.

The members of the Housing Partnership stand ready to answer any questions you may have about this project. Please feel free to contact us if you have any further questions.

Sincerely,

A handwritten signature in black ink that reads "Michelle Harris". The signature is fluid and cursive, with a large initial "M" and a decorative flourish at the end.

MICHELLE HARRIS
Chairman
West Boylston Housing Partnership