



TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee
From: The Community Preservation Committee
Date: Friday August 4, 2023
Re: FTM 2023: CPA Article 9B Affordable Housing: Plymouth Housing Authority

ARTICLE 9B: To see if the Town will vote to amend the vote taken under Article 9D of the Fall 2019 Annual Town Meeting by increasing the amount appropriated thereunder from FY2024 Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, the sum of \$381,525, to grant to the Plymouth Housing Authority for the purpose of acquiring an affordable housing restriction pursuant to G.L. c. 44B Section 12 and G.L. c. 184 Sections 31-33 for 3 units of rental housing on property located in the former Oak Street School on Oak Street Plymouth, MA 02360, any balance of funds left over after the renovation would revert back to the Community Preservation Fund and further to authorize the Select Board to accept the affordable housing restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously Article 9B at its meeting held Thursday, August 3, 2023.

SUMMARY & INTENT:

The Community Preservation Committee is recommending Article 9B to Fall Town Meeting 2023 to utilize CPA Affordable Housing Funds to grant to the Plymouth Housing Authority (PHA) for the remodeling the Oak Street into 3 restricted affordable housing rental units. This is partnership with PHA, which would create much-needed affordable housing units in Town Down Plymouth. The Plymouth Housing Authority will be required to qualify all tenants for each unit, maintain and manages the property. The units would be designs for seniors with special mobility requirements.

Plymouth Community Preservation Committee
FISCAL YEAR 2022-2023 APPLICATION



FISCAL YEAR 2022-2023 APPLICATION

Project Name: 10 Oak St. School Conversion

CPA Funding requested: \$ 381,525 If the amount is unknown, will an appraisal be needed?

Y N (If yes see page 14 of the appraisal process)

Total project cost: \$ 1,028,896

Category—check all that apply: Open Space/Recreation Historic Housing

Lot and Plot: 41

Assessor's Map #: 15

Number of acres in parcel: 0.44

Number of proposed housing units: 3

Are there any existing deed restrictions on this property? No Don't know Yes/DESCRIBE

Describe restrictions below:

Project Sponsor/Organization: Plymouth Housing Authority

Contact Name: Chris Plourde

Address: 130 Court Street, Plymouth, MA 02360

Phone #: 508-746-2105 E-mail: cplourde@plymha.org

C. Pl

Applicant Signature

7/21/23
Date submitted

APPLICATION REQUIREMENTS:

A complete application consists of this application page (the specific amount of CPA funding is required), along with the following:

- A detailed description of the project explaining how your proposal benefits the Town of Plymouth and how it meets CPA goals and selection criteria outlined at the end of this application packet.
- Are there any special permit, variance or other approvals required? Are there any legal ramifications or impediments to this project?
- A detailed project budget including any additional revenue sources. Will there be any annual costs to the town once the project is operational?
- A project timeline.
- Additional supporting information such as photographs, plot plans, and maps (if applicable).
- Applicant must provide all title information for the property.
- Applicant must initial each page in the space provided.



Plymouth Community Preservation Committee
FISCAL YEAR 2022-2023 APPLICATION



PLEASE SEND 11 COPIES (DOUBLE-SIDED) OF YOUR APPLICATION TO:
The Community Preservation Committee, Plymouth Town Hall
26 Court Street, Plymouth, MA 02360

Applications may also be dropped off at the Town Clerk's office,
or in the CPC mailbox at Plymouth Town Hall.

The deadline for submitting an application is last Friday in February for Spring Town Meeting,
and last Friday in June for Fall Town Meeting.

MEMORANDUM OF UNDERSTANDING

Project Name: 10 Oak St. School Conversion

Applicant Name: Plymouth Housing Authority - Chris Plourde

Address: 130 Court Street, Plymouth, MA 02360

Phone #: 508-746-2105 E-mail: cplourde@plymha.org

I understand that there are certain conditions and responsibilities involved in receiving CPA funding.
My signature below indicates that I have read the following conditions and agree to follow them if my
application is recommended to and approved by Town Meeting:

1. I understand that the funding process follows procedures described in the Community Preservation Act, M.G.L. Ch. 44B and that this places certain restrictions on how payments may be made.
2. In order to acknowledge the Community Preservation Act, and thus the contributions of the Plymouth taxpayers, I will:
 - Order, pay for and place a temporary "Community Preservation Works" sign or banner in front of the project. The Community Preservation Committee will provide the approved design. Approximate cost for the banner is generally \$250-\$300.
 - Acknowledge the contributions of the Community Preservation Act in all press releases, newsletters, and other publicity.
 - Include recognition of the Community Preservation Act if a permanent plaque or sign is placed on the project.
3. If requested I will supply the Community Preservation Committee with quarterly financial up-dates the project.
4. As needed, I will assist in the process of obtaining the required deed restriction to help protect the property in perpetuity.
5. The Applicant agrees to adhere to the intent and the spirit of the presentation made to Town Meeting.

Chris Plourde - Assistant Executive Director

Print Name

C. Plourde
Signature

7/21/23
Date



CP
initial here

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2. A written determination by the Massachusetts Historical Commission that a resource is eligible for listing on the State Register of Historic Places, or
3. A written determination by the Plymouth Historic District Commission that a resource is significant for its history, archeology, architecture, or cultural value.

If a property is not already listed on the State Register of Historic Places, and does not have written determination of eligibility by the Massachusetts Historical Commission, a request for written determination may be made through the Plymouth Historic District Commission. Application forms are available at the Plymouth Historic District Commission Office at Town Hall.

In deciding whether or not to recommend funding for specific historic resource projects, the CPC will consider:

- Level of historic significance
- Public benefit
- Public support
- Appropriateness & professionalism of proposed work (rehabilitation work is expected to comply with Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for the Treatment of Historic Properties)
- Level of additional financial or in-kind services, beyond CPA funds, committed to the project
- Administrative and financial management capabilities of the applicant in order to ensure that the project is carried out in a timely manner, and that the historic resource can be maintained with existing funds for continued public benefit.

PLEASE NOTE: The CPA specifically excludes funding for maintenance. The Act does allow for the remodeling, reconstruction and making of extraordinary repairs to historic resources for the purpose of making such historic resources functional for their intended use, including but not limited to improvements to comply with Americans with Disabilities Act and other federal, state or local building or access codes.

COMMUNITY HOUSING GOALS AND CRITERIA

CPA funds may be used to create and preserve community housing defined as housing for low and moderate income individuals and families, including low or moderate income senior housing. The Act requires the CPC to recommend, wherever possible, the adaptive reuse of existing buildings or construction of new buildings on previously developed sites.

Individual and family incomes shall be based on the area wide median income as determined by the United States Department of Housing and Urban Development. Low income is defined as an annual income of less than 80% of the area wide median income. Moderate income is defined as less than 100% of the area wide median income. Low or moderate senior income is defined as low or moderate income for persons over 60.

At present, 4.5% of Plymouth's housing units are classified as affordable "subsidized housing" by the State's Department of Housing and Community Development (for the purposes of M.G.L. Chapter 40B). As long as Plymouth does not meet the State's standard of 10% of its available housing stock deemed affordable, the town will continue to be subject to the punitive impacts of Chapter 40B developments that, by state law, fall outside local zoning control.

The complexity of housing issues requires thoughtful consideration to the many options available to the Town of Plymouth. We acknowledge that funding of the housing needs of our town is a complex issue. The CPC will try to address these pressing needs with practical and fundable solutions that provide affordable housing alternatives. The Community Preservation Committee looks forward to working with developers in finding creative alternatives to conventional Chapter 40B housing.

The CPC's goals for community housing are as follows:

Goal 1: The Act requires the Committee to recommend, wherever possible, the adaptive reuse of existing buildings or construction of new building on previously developed sites.





Goal 2: Meet local housing needs for eligible low and moderate-income individuals and families. The preservation and creation of community housing is a proven method for promoting diversity, allowing individuals and families with more limited means to afford to live in town. The town can utilize CPA funds to offer current and future residents a wide range of housing options in renovated, converted and existing residential building, mixed-use developments, and senior residential developments, supportive housing alternative and live-work spaces.

Goal 3: Ensure the new community housing meets or exceeds surrounding community standards with regard to density, architectural character, landscaping, pedestrian and other amenities, while conserving, as much as possible, the natural landscape.

Goal 4: Work toward meeting the 10% State standard for community housing. In order to ensure future community housing development is consistent with the needs and character of the town, Plymouth must work toward the state's 10% community housing standard. Until that milestone is achieved, the town will be considered deficient in this area and will continue to be vulnerable to Chapter 40B applications.

Goal 5: Leverage other public and private resources to the greatest extent possible: Plymouth does not receive federal or state funding for community housing on an entitlement basis. We need to be creative in leveraging public and private resources to make community housing development possible. Combining CPA Funds with the various private, state, and federal resources that are available on a non-entitlement "competitive" basis will demonstrate creativity. This will include Federal Home Loan Bank Funds, State HOME funds, Housing Stabilization funds, and Housing Innovations funds, and Federal Low Income Housing Tax Credits.

The Community Preservation Committee will work with the Plymouth Affordable Housing Committee, Plymouth Housing Incorporated, Plymouth Housing Authority, Plymouth Bay Housing Corporation, Department of Planning & Development, Plymouth Community Development, Plymouth Redevelopment Authority and all interested organizations, groups and citizens to meet the above stated goals.

Step by Step Flow Charts:

- Open Space Application Flow Chart 10
- Historic Preservation Restriction Application Flow Chart 11
- Affordable Housing Deed Restriction Application Flow Chart 12
- Payment Chart 13



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PLYMOUTH HOUSING AUTHORITY

130 COURT STREET, PLYMOUTH, MASSACHUSETTS 02360



July 21, 2023

Plymouth Community Preservation Committee (CPC)
26 Court Street
Plymouth, MA 02360

Re: Request for Funding Proposal
10 Oak Street School Conversion

Dear CPC,

The Plymouth Housing Authority is applying for additional funding in the amount of \$381,525 to complete the 10 Oak Street School Conversion project. This will convert the two-classroom schoolhouse building into a Public Housing facility with three one-bedroom apartments. We seek to maintain the charm of the 1902 building while renovating the interior to accommodate the three units geared to local, veteran and/or elderly occupants in need of low-income subsidized housing. The building has been sold by the Plymouth Select Board (PSB) to the Plymouth Housing Authority for the purpose of this conversion into three Public Housing Units to assist with the ever-growing need for affordable housing and goal to achieve the 10% community housing standard.

The primary objective of the Housing Authority is to provide subsidized affordable housing to our low-income community members. One of the three units at Oak St. will be fully handicap accessible meeting all ADA requirements. All three units will be occupied by qualified low-income participants who will receive rental assistants through federal subsidy with a local, veteran, and elderly preference. As part of the Housing Authority, Oak St. will be managed, maintained, and complying with all the same policy and procedures as the other state and federal funded sites in our portfolio. The addition of Oak St. helps diversify the Housing Authorities portfolio gaining leverage of other resources to provide more affordable housing to those in need. This aligns seamlessly with the Community Housing Goals of the CPC.

The initial request for funding was based on the pre-covid construction estimate of \$540,000. On the first procurement attempt at the end of 2021, we terminated the process after receiving the file sub bids that already exceeded authorized funding. Since that time, we value engineered the plans and documents to cut cost as well as completed smaller projects to prepare the site and facility for the full conversion. We have applied for grants and solicited the town and other organizations to help offset this financial deficit.

With additional funding and revised documents, we proceeded with a second procurement attempt in May 2023. Even though the process brought in more competitive pricing, the impact of current inflation and elevated construction costs still leaves us with a budget that exceeds our funding. Below you will find three tables breaking down funding and expenditures to date. We currently have approved authorized funding in the amount of \$647,371 (Table "A"). We have completed several preparation projects in the form of Site Work, Water Main Replacement and construction of an ADA Ramp (Table "B"). This leaves us with current and proposed expenditures totaling \$1,028,896 giving us a funding deficit of \$381,525 (Table "C").

TABLE "A" – Authorized Spending

Funding Source	AUTHORIZED	Total
CPA	\$475,000	647,371
STATE GRANT	\$150,000	
TOWN (ARPA)	\$22,371	

TABLE "B" – Completed Projects

PROJECT	COST	TOTAL
Site Prep	\$6,000	\$135,196
• Tree work		
• Site clean up		
• Repaving		
Water Main Replacement	\$55,770	
ADA Ramp	\$73,426	

TABLE "C" – Summary

EXPENDITURES	COST	Balance
Architect	\$50,000	\$1,028,896
Conversion Project – Contractor	\$843,700	
Completed Projects (Table "B")	\$135,196	
Total Authorized (Table "A")	\$647,371	(\$647,371)
Total Deficit		(\$381,525)

We thank you for the opportunity and consideration for these additional funds to get this project completed and bring us closer to achieving our community housing goals. I have attached other supporting documents for reference. Please feel free to contact me by phone (508) 746-2105 x232 or email cplourde@plymha.org with any question you may have.

Thank you,



Chris Plourde
Assistant Executive Director
Plymouth Housing Authority

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PLYMOUTH HOUSING AUTHORITY

130 COURT STREET, PLYMOUTH, MASSACHUSETTS 02360

Chris Plourde, Assistant Executive Director
Telephone (508) 747-2553 ext. 232

10 Oak St. School Conversion (2nd Bid) - GCS

Plymouth, MA
May 10, 2023

**PROJECT: Oak St Conversion
FISH # N/A**

SOLICITATION TABULATION

#	Company	Bid Amount	Remarks
1	Vareika Construction, Inc. 219 Walnut Street, Suite B West Bridgewater, MA 02379	\$ 843,700.00	RFI on Alt.s not answered by Architect
2	R. Mullin & Associates 190 Old Derby St. Hingham, MA. 02043	\$ 935,200.00 \$ 911,200.00 w/out Alt.s	
-	FRG Contractor 800 W Cummings Park Ste 2300 Woburn, MA. 01801	No Bid	



Chris Plourde
Assistant Executive Director

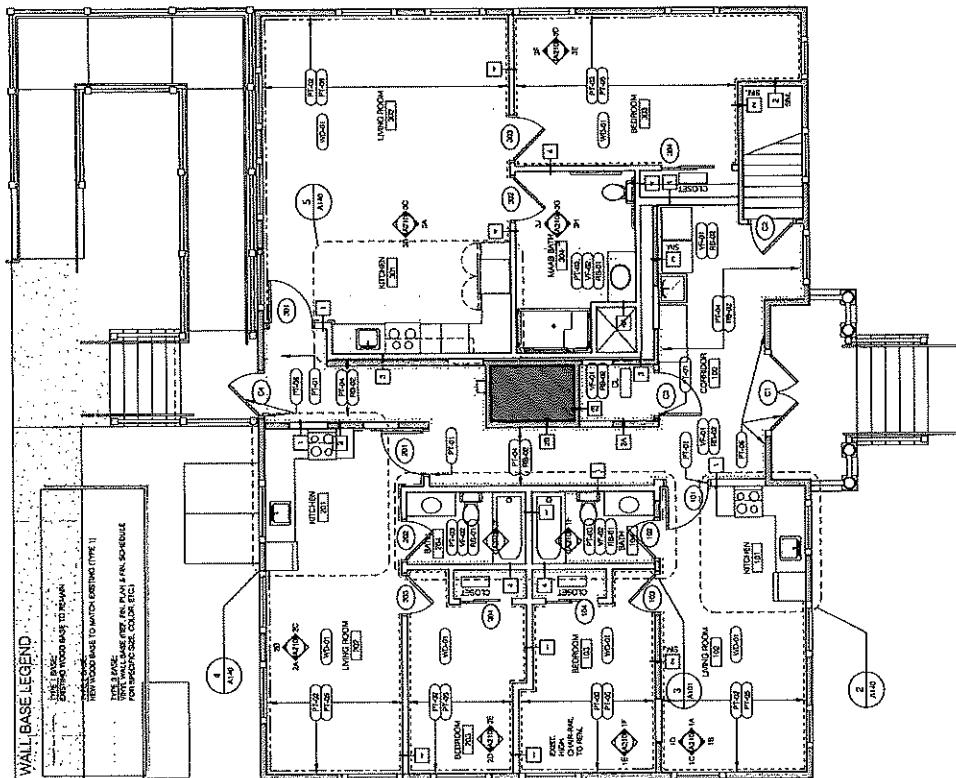


TELEPHONE (508) 746-2105
FAX NUMBER (508) 746-9229



<p>Plymouth Housing Authority 10 Oak Street Plymouth, MA 02360</p> <p>Plymouth School Project 10 Oak Street Housing Authority</p> <p>Plymouth Hauling 10 Oak Street Plymouth, MA 02360</p> <p>Building Engineering Resources, Inc. 10 Oak Street Plymouth, MA 02360</p>		<p>10 Oak Street</p> <p>Plymouth Hauling</p> <p>Building Engineering Resources, Inc.</p>																								
<p>*** BID SET ONLY - 04.26.2023***</p> <p>SITE PLAN N.E.A. NOTE: SITE PLAN REFERENCED FROM CIVIL DRAWING SET FOR SCHOOL CONVERSION PROJECT PLANNED FOR 10 OAK STREET PLYMOUTH, MA 02360 TEL: (508) 747-2425</p>																										
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FINISH SCHEDULE & GENERAL
INSTRUCTIONS

FINISH PLAN

