

Town of Falmouth Request for Proposals



Workforce Housing Home Ownership Development

For Distribution: February 28, 2008

Prepared by:
Town of Falmouth
Workforce Housing Committee
271 Falmouth Road
Falmouth, Maine 04105
207-781-5253



Introduction

The Town of Falmouth, Maine is seeking a qualified, for-profit or non-profit developer to build a new workforce housing development in the community that is moderately-priced and offers ownership opportunities to low and moderate-income families. (See appendix A for a definition of housing affordability.)

To assist with this effort, the Town will make available at no cost up to 20-acre portion of a site it currently owns at Woods Road. The new public safety facility is also located at this site.

The new homes to be built may be in the form of single-family homes, town homes, condominiums, or other type.

The Town intends to select a preferred developer through a two-step process, the first of which is this RFP. The second step is development of a detailed proposal in cooperation with the Workforce Housing Committee for review and approval by the Falmouth Town Council.

This Request for Proposals (RFP) is based on the goals of the Town of Falmouth's Workforce Housing Committee Report, completed in November 2005, to increase the supply of workforce ownership opportunities in the Town of Falmouth. (See appendix A for a November 2007 memo to the Council with copy of this 2005 report.)

Threshold Criteria for Eligible Projects

Proposed developments must meet the minimum threshold criteria listed below:

1. Between 41% and 50% of the units shall be made available to families at or below 80% of the area median income.
2. Between 50% and 59% of the units shall be available to families between 80% and 120% of the area median income.
3. All calculations should be based on the AMI at the time of the application. The expectation is that families should pay no more than 30% of their monthly gross income on mortgage, insurance, and real estate taxes. The sales prices should reflect this standard in accordance with the table in Appendix B.

Preferred Criteria for Eligible Projects

Proposed developments are recommended to also meet the criteria listed below:

1. A mix of home sizes (number of bedrooms) and types (patio homes, townhouses, single-family detached units, or other types).
2. The inclusion of one or more handicapped accessible or adaptable units.
3. Guaranteed long-term affordability along with efficient long term administration aimed at keeping units affordable through successive property ownership transfers into the future.

Town Assistance

The Town will, to the extent it is able, assist the selected developer through various ways:

1. The Town will consider making the Woods Road property available at no cost through a zero percent 30-year term deferred mortgage to qualified homebuyers. This property is located at 61 Woods Road (Tax map R01, Lot 001). The site is also home to the new public safety facility. The site is served with an 8" water line and an 8" sanitary sewer line. See appendix C for two conceptual site plans with topographic and environmental information. Appendix D consists of a vernal pool survey for the property, dated June 13, 2007. Appendix E consists of a rough site cost estimate using the site plan of appendix C. There is no requirement to maintain this site plan layout.¹
2. Financial assistance **may** be available to help underwrite some of the development costs through other sources such as the Cumberland County Community Development Block Grants ² and/or an Affordable Housing Tax Increment Financing District. Examples of eligible development costs include, but are not limited to:
 - a. On-site or off-site improvements (water, sewer, etc) or land acquisition;
 - b. Construction of single family homes, town houses or condominiums;
 - c. Reimbursement of Town fees (only Town funding is available for this option); and

¹ Prospective developers may also inspect in the Community Development Department a preliminary Planning Board plan set for the Falmouth Public Safety Building, dated April 14, 2007, which contains additional site information.

² A 2008 CDBG application for \$100,000 for public infrastructure is currently pending by the Cumberland County Community Development Block Grant Program..

- d. Down payment assistance/second mortgages.

The Town will offer staff assistance for any application preparation.

3. The zoning designation for this parcel is MUC ("Mixed Use Cluster District"). This permits a minimum net residential area per dwelling unit of 10,000 sq.ft. with public sewerage (a gravity sewer main is located in Woods Road). Minimum lot area is 20,000 sq.ft., minimum lot width is 125 feet. Maximum lot coverage is 20%. Front setback is 25 feet, side setback is 20 feet, and rear setback is 40 feet. These dimensional requirements notwithstanding, the Town will consider the adoption of a "Planned Development District" designation for this project, whereby any standard may be modified upon an affirmative vote by the Town Council..

Selection Process

All "round one" submissions will be evaluated by the Town's Workforce Housing Committee, which will make a recommendation to the Town Council. The Town Council will make its selection of a "preferred developer", upon which that developer is asked, as part of "round two", to work with the Town Workforce Housing Committee to prepare a detailed proposal for Council consideration.

Round One Selection Criteria

The Town will select its "preferred developer" based on the following criteria:

1. Qualifications and experience to develop workforce, home-ownership housing.
2. Experience working with, and obtaining input from, the public
3. Approximate number and type of units and level and longevity of affordability that are being proposed;
4. Conceptual site layout and architectural design sketches ³;
5. Financial feasibility, anticipated sources of financing and assistance requested from Town.

General Project Objectives

The general objectives which the project is expected to meet are as follows:

1. Provide attractive workforce housing that is consistent with the goals and objectives of the Town of Falmouth Workforce Committee Report, attached as Appendix A.
2. Design the site with attention to land use planning standards that are important to the town including:

³ These sketches are likely to change through anticipated early and earnest consultation with abutters, Planning Board, and other interested parties.

- a. Compact development techniques that will address streetscapes, architectural appearance, design of structures, neighborhood design, landscaping, and other design standards typical in traditional compact development;
 - b. Linking new trails with existing trails in the area;
 - c. Conforming, to the extent possible, to Conservation Zoning standards (which require 50% of net residential area plus acres of “unsuitable” land to be preserved as open space) and where standards can not be met, propose alternative land conservation.
 - d. Consideration of public transportation opportunities, linking households with places of work, shopping, schools, recreation, and other destinations.
3. The development shall include: a high level of construction quality, energy efficiency, and the incorporation of green/LEED building standards.
4. Design features shall include transitions to abutting properties and will provide adequate buffering.
5. All applicable ADA standards must be met.

Round One Submission Requirements

Ten hard copies of all submitted materials and one electronic copy of a complete proposal are required for a complete ‘round one’ submission. Complete submissions shall include the following:

1. Name, address and brief description of the business entity. This may include a brochure about the company
2. Statement of qualifications to develop workforce, home-ownership housing.
3. Prior experience: A listing of completed projects by the company, including references, that demonstrates the company’s capabilities and experience with similar projects.
4. Profiles of key personnel and companies to be involved in the design and construction of this project.

5. Statement of current workload and demonstration that the company is capable of taking on this project.
6. Statement of ability and experience to work with, and obtain input from, the public on similar projects.
7. Conceptual proposal which includes – at a minimum - the following elements:
 - a. Anticipated number and type of units that is being proposed (a range is acceptable);
 - b. Conceptual site layout sketch and architectural design sketch ⁴;
 - c. Financial feasibility statement and anticipated sources of financing and assistance requested from the Town;
 - d. Anticipated level of affordability of units proposed along with proposal for efficient long term administration and sustainable affordability.
8. Descriptions of all partners (for profit or not for profit partners), including those that will provide tools such as special mortgage or down payment assistance for buyers.
9. Other financial tools offered, such as training for first-time home buyers, pre-qualification methods, credit counseling, etc.

Round Two Submission Requirements

Complete “round two” submissions shall include the following:

1. Schedule of development financial plan, building plan, and construction management plan, including all business partnerships. The development may be built in phases.
2. Confirmation of financial feasibility and leveraging. Developers must demonstrate that the project is financially feasible with proposed funding sources. Letters of interest must be provided for all permanent and construction financing sources. The letter of interest must identify the loan amount, term, and estimated interest rate for the construction and sell out period.

⁴ These sketches are likely to change through anticipated early and earnest consultation with abutters, Planning Board, and other interested parties.

3. Preliminary site plan that shows entranceways, street layouts, utilities and drainage, placement of units, plantings, and elevations or architectural sketches of the proposed units and floor plans.⁵
4. Concept deed restrictions and covenants that limit building expansion and improvement to a reasonable extent, so as not to make the units inadvertently unaffordable over time..
5. Proposed approximate sales prices. No sales price (house and land) may exceed the standards shown in Appendix B, as updated.
6. Draft agreement between the developer, Town, and/or County guaranteeing sale of units to pre-qualified individuals and families, resale restrictions to assure occupancy by buyer and long-term affordability, compliance by developer, etc. Appropriate legal instruments (deed of trust, promissory notes, etc.) will be used as needed.

Right To Reject Proposals

The Town of Falmouth reserve the right to reject any or all submissions received, and to negotiate development features and funding terms in order to best serve the interests of the future residents. Any selection is contingent upon final approval by the Falmouth Town Council.

Mandatory Pre-bid Meeting

There will be a mandatory pre-bid meeting at the Falmouth Town Hall, Council Chambers, First Floor, on Thursday March 13, 2008 at 10:00 AM. A site visit of the Woods Road property will take place immediately following the pre-bid meeting.

Deadline For Submission

All responses to this Request for Proposals must be received by the Town of Falmouth (attn: Nathan Poore, Falmouth Town Manager, 271 Falmouth Road, Falmouth, Maine 04105) no later than 3:00 p.m. on Wednesday, April 9, 2008.

Any questions or comments regarding this request for proposals should be directed to Nathan Poore, Falmouth Town Manager, at 207-781-5253, npore@town.falmouth.me.us.

⁵ The preliminary plan and architectural sketches are anticipated to reflect consultation with abutters, Planning Board, and other interested parties.

Appendices

Appendix A: Town of Falmouth's Workforce Housing Committee Memo to Town Council, November 2007 + Workforce Housing Committee Report, November 2005.

Appendix B: Definition of Housing Affordability

Appendix C: Conceptual Site Plans for Woods Road property

Appendix D: Vernal Pool Survey of Woods Road property, June 13, 2007

Appendix E: Rough Site Cost Estimate based on concept site plan

Memo

To: Falmouth Town Council
From: Councilors Will Armitage and David Libby
CC: Workforce Housing Committee
Date: 11/9/2007
Re: Ad-Hoc Workforce Housing Committee Update

For the last three years the Ad-Hoc Workforce Housing Committee has been researching the need and demand for Workforce Housing within the Town of Falmouth and the Greater Portland area. The committee has reported to the Council on several occasions for feedback and has continued to work on the issue. At this time, the committee would like to update the Council on its current progress and request the Council's authorization/consent to move forward with a Request for Proposals (RFP) for a Workforce Housing Subdivision.

Update

At the Committee's meeting with the Council in May of 2006, the Committee was asked to hold a public forum to present the committee's work (see attached report and presentation). The meeting was held on Tuesday, June 6, 2006 at the Falmouth Memorial Library. Approximately 6 individuals attended that meeting, including several employees on the Town who expressed an interest in the concept of a Workforce Housing Subdivision.

In November of 2006, the committee began meeting with John Gallagher from the Westbrook Housing Authority (WHA) to discuss what resources and assistance WHA might be able to provide the Town of Falmouth with a Workforce Housing Subdivision. John's experience and knowledge of Workforce Housing projects has helped the committee develop consensus around the following concept:

- Develop a Workforce Housing Subdivision on Town owned land located off Woods Road behind the new Public Safety Building;
- Homes/Multiplexes should be clustered with smaller setbacks than current zoning, which reduces the development costs of road and utilities;
- Each home should be modest in size;
- The development should preserve ample open space; and,
- Use Tax Increment Financing District to offset future impacts on Town infrastructure.

The creation of a Workforce Housing Subdivision on Falmouth controlled land will:

- Ensure sustainability over a long period of time through deed restrictions and covenants similar to Habitat for Humanity as well as phased in development;
 - Land will be conveyed to the homeowner from the Town of Falmouth through a silent second mortgage for the value of the land.

Appendix A

- Eliminate the developer's need to recoup the cost of land value set aside in open space;
- Empower residents as homeowners versus renters that are fully integrated members of the community versus transient or transitional members of the community as is more typical with rental residents.

At the Committee's last meeting with the Council in January of 2007, the Council was asked to authorize the application for funds through the Cumberland County Community Development Block Grant (CDBG) Program. This program can be used for public infrastructure and housing that benefit Low/Moderate Income persons of Cumberland County. That application was submitted on February 2, 2007 but was declined for funding.

Additionally, the Council discussed the having a referendum question on the June ballot regarding the use of Town owned land for the development of a Workforce Housing Subdivision. This request was withdrawn due to questions about the location and significance of wetlands located on the parcel in question. At this time, the wetlands mapping and determination has been completed and the Committee would again like to request the Council's consideration of the following to items.

Next Steps

At this time, the Committee would like to proceed on two fronts.

1. As recommended in the Committee's initial report and subsequent updates, the Committee would like to proceed with an RFP (see attached DRAFT) for the development of the Woods Road property as a Workforce Housing Subdivision. The Committee has intentionally left the RFP language vague in several areas for flexibility in order to allow respondents to be creative in their approach to the project.

The Committee recommends the Falmouth Town Council:

- *Approve the concept of and RFP for, the establishment of a Workforce Housing Subdivision to be located on the Woods Road property behind the Public Safety Building (see attached Woods Road Parcel description); and,*
- *Authorize the Town of Falmouth to transfer, sell, or otherwise encumber the Woods Road property not used by the Public Safety Building for the purpose of a Workforce Housing Subdivision (see attached Table for Town conveyance examples).*

The authorization of the transfer, sale or encumbrance of the property is necessary in order for development groups or organizations to invest the time and money required to create a detailed proposal and site plan for the property. Final review and authorization of the project will be brought back before the Falmouth Town Council for approval.

2. While Falmouth was not successful in applying for funds under Cumberland County's CDBG Program, there are other federal and State programs that exist which may be able to provide Falmouth with funding for public infrastructure and housing that benefit Low/Moderate Income persons of Cumberland County.

The Committee recommends the Town of Falmouth:

- *Continue to Research and Apply for funding for infrastructure improvements to the property for the Workforce Housing Subdivision.*

WHA has agreed to continue to provide assistance with this process and may require a monetary reimbursement, however no fee is required at this time. Thank you and we look forward to your comments.

Ad-Hoc Workforce Housing Committee Report to the Falmouth Town Council

Mandate

The Town of Falmouth's 2000 Comprehensive Plan Update identified the lack of diversity and affordability in the town's housing stock as a major priority for the future. In the Implementation Strategy section of the plan, the first recommendation reads, "Adopt flexible residential design guidelines, under various master plans in different residential districts." Further recommendations in this strategy address promoting new construction by nonprofit work force housing developers and exempting affordable units from impact fees.

Following the Comprehensive Plan Update, a Diversity in Housing Committee was created by the Town Council in 2001 with the following mandate: "...to endeavor to create at least 10 percent of the new housing in Falmouth which is more affordable, small units and mixed housing...and with consideration of means to minimize any fiscal impact on the community..."

However, the Town of Falmouth Housing Assessment Report found that "...the Falmouth Ordinance emphasizes single-family residences over other types of housing, and encourages the protection of visual character and natural resources. The current regulations do not foster housing diversity."

What is the need for Workforce Housing?

According to Anne Gregory, The average home price in the Town of Falmouth has doubled in the last 10 years from approximately \$200,000 in 1994 to \$400,000 in 2004. Falmouth's current Zoning Ordinance, encouraging large lot (1 acre or greater) subdivisions, has contributed to land values accounting for over 33% of a single-family home's value. The combination of these two factors means a \$400,000 single-family home in Falmouth breaks down as approximately \$266,000 in building value and \$134,000 in land value.

The Maine State Housing Authority estimates that the average household living in Falmouth would need to earn over \$130,000 annually to afford a \$400,000 home in Falmouth. This level of Household Income exceeds Falmouth's Median Household Income (\$77,401.00) by over \$50,000. According to the Maine State Housing Authority, 41% of Falmouth Households can not afford to buy their home at today's value.

The list of occupations that do not pay enough money to afford a single family home in Falmouth includes: Accountants, Bookkeepers and Credit Analysts; Carpenters, Electricians and Plumbers; Dental Hygienists, Medical Assistants and Nurses; Librarians, Teachers and Counselor; and Police, Fire Fighters and Paramedics (see Exhibit A for a list of occupations and their Wage and Salary Levels for 2004).

The Question becomes what can Falmouth do to address this market condition?

Ad-Hoc Workforce Housing Committee

The Workforce Housing Committee (see Exhibit B) reviewed housing strategies implemented in various municipalities including Cape Elizabeth, Cumberland, Yarmouth, as well as the States of New Hampshire and Vermont.

The committee also reviewed the following reports:

- “Diversity in Housing Committee” work, 2001
- “Town of Falmouth Housing Assessment” Report, 2001
- “Housing Solutions for New Hampshire” from the New Hampshire Housing Finance Authority, 2004
- “Deconstructing the Myths: Housing Development Versus School Costs” from the Federal Reserve Bank of Boston, Communities & Banking, Spring 2005
- “Effects of Mixed-Income Multi-Family Rental Housing Development on Single-Family Housing Values” from the MIT Center for Real Estate, Housing Affordability Initiative, 2005

Additionally, the committee has had discussions with local, regional and state authorities on workforce housing including:

- Jack Aceto; Future Builders
- Steve Bolton; Director of Habitat for Humanity
- Albert Farris; Code Officer, Town of Falmouth
- Michael Finnegan; Former Director, Maine State Housing Authority; Senior Loan & Investment Officer, CEI;
- Dana Fisher; Budget Analyst, Town of Falmouth
- Anne Gregory; Assessor, Town of Falmouth
- Dale McCormack; Director, Maine State Housing Authority
- Evan Richert; Former Director, Maine State Planning Office; Associate Research Professor, Muskie School of Public Service, USM; Chair, GrowSmart Maine Board of Directors
- Betsy Sawyer-Manter; Housing Director, Peoples Regional Opportunity Program
- William Shane; Manager, Town of Cumberland

Based on the committee’s research review and interviews during the last 6 months, it is the consensus of the committee that the large lot zoning has contributed to the high land values and is acting as a barrier to workforce housing in Falmouth. Area realtors also identified large lot, high land value as a barrier to housing affordability in Falmouth according to the Town of Falmouth Housing Assessment Report in 2001.

Approaches to Workforce Housing

During the research review and interviews, the committee looked at a whole host of alternatives and remedies to address Falmouth's workforce housing situation. The committee has focused on two alternatives for the Town of Falmouth to consider as options to address the current situation:

1. Work with existing groups like PROP, Habitat for Humanity and Future Builders to develop Workforce Housing on a lot by lot basis, dispersed throughout Falmouth; and
2. Develop a Workforce Housing sub-division/neighborhood similar to the Town of Cumberland's Small's Brook Crossing (see Exhibit C), utilizing Contract Zoning and deed restrictions and covenants.

Option #1 allows the market to address the issue but is a slow, gradual process that will not address the root cause of the situation or the long-term need of the Town. Option #1 could have no cost to the Town, or could be encouraged through the contribution of small, odd lots currently under the Town of Falmouth's control.

It is worth noting that Option #1 is currently being utilized by the Town and has yielded 6 homes from Habitat for Humanity like the home at the intersection of Winn and Woodville roads. While this option, Accessory Apartments and other initiatives taken by the Town of Falmouth does provide affordable housing, the impact is limited in scope and does not adequately satisfy the underlying cause or demand for workforce housing.

Based on the number of new homes constructed during the last 6 years (351), a total of 35 homes would need to be affordable to comply with the "10 percent of the new housing in Falmouth which is more affordable..." mandate for the Diversity in Housing Committee. While accessory apartments and other initiatives are difficult to quantify, it is telling that of the six (6) Habitat for Humanity homes in Falmouth, only one was constructed between 2000 and 2005. This falls short of the 10% mandate as established by the Falmouth Town Council in October 2001 for the Diversity in Housing Committee.

YEAR	HOMES	TIME PERIOD
2000	86	4/99 to 3/2000
2001	68	4/00 to 3/2001
2002	68	4/01 to 3/2002
2003	70	4/02 to 3/2003
2004	39	4/03 to 3/2004
2005	20	4/04 to 3/2005
Total Homes	351	10% Mandate = 35 Affordable Homes

Option #2 on the other hand, will address the root cause of the situation and the long-term need of the Town through Contract Zoning. However, this option will require a commitment from the Town of Falmouth to incentivize the private sector into addressing the issue. Option #2 will cost the Town of Falmouth time and money through the development of a Contract Zoning Ordinance as well as incentives to the private sector through taxes or land.

Recommendation

The Workforce Housing Committee recognizes that a comprehensive Workforce Housing Plan does not exist for the Town of Falmouth. However, a solution is needed to remedy the Town's workforce housing situation as indicated above. It is the consensus of the Workforce Housing Committee that the most effective way to solve Falmouth's workforce housing needs is Option

#2 and the development of a Workforce Housing sub-division or neighborhood on a parcel of town controlled land.

The Workforce Housing Committee has studied Cumberland's Small's Brook Crossing development and believes that a similar development in Falmouth would be appropriate and desirable. Cumberland's Small's Brook Crossing development was successful because of the following attributes:

- The land was town owned, which kept land values low;
- Homes are clustered with smaller setbacks than current zoning, which reduced the development costs of road and utilities;
- Each home is modest in size. While garages were not part of the original homes, the homes were sited to allow for a garage to be added by the homeowner at a later date;
- The development preserved ample open space; and
- Residents are homeowners versus renters and are fully integrated members of the community versus transient or transitional members of the community as is more typical with rental residents.

The creation of a Workforce Housing subdivision on Falmouth controlled land will:

- Ensure sustainability over a long period of time through deed restrictions and covenants similar to Habitat for Humanity as well as phased in development;
- Eliminate the developer's need to recoup the cost of land value set aside in open space;
- Provide the developer with a defined framework within which to operate, eliminating NIMBYism and other questions or concerns, and most importantly will;
- Provide the town's employees; Police, Firefighters, Teachers and support staff; with an opportunity to live in the community where they work.

Next Steps

- Seek Council consent of Committee Recommendation to identify several potential sites that would be suitable for a development of this size and character – November 2005;
- Seek Council consent of Committee Recommended target site – Winter 2006;
- Develop Workforce Housing Overlay District or Contract Zoning Ordinance with Deed Restrictions and/or Covenants for Council authorization – Spring 2006; and
- Upon Council authorization, distribute RFP for selection of developer – Summer 2006.

Appendix A Exhibit A

11/28/2005

Annual wage or salary Maine Department of Labor Wage Survey Data for 2004 in Cumberland County			
Occupational Title	Mean (average)	% of Falmouth Median HH Income ¹	% of Income for 2004 Avg. Falmouth Home ²
Architecture and Engineering Occupations	\$54,436.00	70.3%	41.7%
Arts, Design, Entertainment, Sports, and Media Occupations	\$38,609.00	49.9%	29.6%
Building and Grounds Cleaning and Maintenance Occupations	\$22,869.00	29.5%	17.5%
Business and Financial Operations Occupations	\$49,266.00	63.7%	37.8%
Accountants and Auditors	\$49,649.00	64.1%	38.1%
Credit Analysts	\$42,975.00	55.5%	32.9%
Community and Social Services Occupations	\$32,811.00	42.4%	25.1%
Computer and Mathematical Occupations	\$57,852.00	74.7%	44.3%
Construction and Extraction Occupations	\$34,910.00	45.1%	26.8%
Carpenters	\$33,275.00	43.0%	25.5%
Electricians	\$39,810.00	51.4%	30.5%
Plumbers, Pipefitters, and Steamfitters	\$42,972.00	55.5%	32.9%
Education, Training, and Library Occupations	\$36,858.00	47.6%	28.3%
Postsecondary Teachers	\$48,476.61	62.6%	37.2%
Kindergarten Teachers	\$40,927.00	52.9%	31.4%
Elementary School Teachers	\$41,858.00	54.1%	32.1%
Middle School Teachers	\$41,485.00	53.6%	31.8%
Secondary School Teachers	\$44,337.00	57.3%	34.0%
Vocational Education Teachers	\$43,538.50	56.3%	33.4%
Special Education Teachers	\$42,148.33	54.5%	32.3%
Librarians	\$40,904.00	52.8%	31.4%
Farming, Fishing, and Forestry Occupations	\$28,058.00	36.3%	21.5%
Food Preparation and Serving Related Occupations	\$19,167.00	24.8%	14.7%
Healthcare Practitioners and Technical Occupations	\$63,007.00	81.4%	48.3%
Nurses: RN, LPN, LVN	\$45,495.00	70.2%	41.6%
Dental Hygienists	\$53,052.00	68.5%	40.7%
Emergency Medical Technicians and Paramedics	\$23,643.00	30.5%	18.1%
Healthcare Support Occupations	\$22,757.00	29.4%	17.4%
Medical Assistants	\$26,988.00	29.4%	17.4%
Installation, Maintenance, and Repair Occupations	\$37,245.00	48.1%	28.5%
Legal Occupations	\$68,667.00	88.7%	52.6%
Life, Physical, and Social Science Occupations	\$49,695.00	64.2%	38.1%
Management Occupations	\$75,875.00	98.0%	58.2%
Office and Administrative Support Occupations	\$28,913.00	37.4%	22.2%
Bookkeeping, Accounting, and Auditing Clerks	\$30,680.00	39.6%	23.5%
Personal Care and Service Occupations	\$22,420.00	29.0%	17.2%
Production Occupations	\$27,708.00	35.8%	21.2%
Protective Service Occupations	\$29,474.00	34.9%	20.7%
Fire Fighters	\$27,452.00	35.5%	21.0%
Police and Sheriff's Patrol Officers	\$38,387.00	49.6%	29.4%
Sales and Related Occupations	\$30,790.00	39.8%	23.6%
Transportation and Material Moving Occupations	\$27,378.00	35.4%	21.0%

Source: Maine Department of Labor

¹ Represents the 2004 Occupational Mean (average) Wage as a percentage of the 2004 Median Household Income (\$77,401) for the Town of Falmouth according to the Maine State Housing Authority.

² Represents the 2004 Occupational Mean (average) Wage as a percentage of the Income needed (\$130,469) to finance the 2004 Median Home Value (\$382,500) for the Town of Falmouth according to the Maine State Housing Authority.

Ad-Hoc Workforce Housing Committee Members

<i>Name</i>	<i>Address</i>	<i>Profession</i>
William Armitage	74 Brook Road	Economic Development
Willie Audet	41 Merrill Road	Real Estate
Holly Bernstein	PO Box 66754, Falmouth	State Government
Lisa Bousquet	21 Inverness Road	Real Estate
Tim Bryant	7 Patricia's Way	Attorney
Donna Cheney	1 St. Andrew's Circle	Retired, Business Woman
Jan Conley	5 Eureka Road, Topsham	Teacher (Falmouth)
Justin Edwards	16 Inverness Road	
Beth Franklin	11 Goldenrod Lane	
Ward Graffam	7 Bowdoin Drive	Financial Services
Dave Libby	7 Manhattan Way	Wireless Communications
Maura McDermott	97 Mast Road	Teacher
Brian Poulin	4 Manhattan Way	Real Estate
Paul Strout	35 Hardy Road	Construction

SURVEYORS STATEMENT

I HEREBY STATE TO CASCO PARTNERS, INC. EXCLUSIVELY, THAT THIS SUBDIVISION REFLECTS THE RESULTS OF A FIELD SURVEY OF THE PREMISES BY LAND USE CONSULTANTS, THAT THE DIVISIONS DEPICTED HEREON CONFORM TO CATEGORY I, CONDITION III OF THE MAINE BOARD OF LICENSES FOR LAND SURVEYORS STANDARDS, AND THAT THIS PLAN IS CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

EXCEPTIONS: NO REPORT, DESCRIPTIONS OR MONUMENTATION SET TO DATE.

John D. Roberts
JOHN D. ROBERTS
MAINE PROFESSIONAL LAND SURVEYOR #1155
LAND USE CONSULTANTS, INC.
PORTLAND, MAINE
DATE
10-14-92

WAIVERS GRANTED

- REDUCED STREET STANDARDS:
- R.O.W. WIDTH FROM 60 FT. TO 50 FT.
- TRAVEL WAY WIDTH FROM 22 FT. TO 20 FT.
- FROM 4-FT. FREEWALK TO 4-FT. BIKE PATH
- ROADWAY SHOULDERS FROM 4 FT. WIDE TO 1 FT. WIDE ADJACENT TO THE BIKE PATH, AND 3 FT. WIDE ON THE OPPOSITE SIDE OF THE ROAD
ROADWAY SHOULDER IN AREAS OF GUARDRAILS TO MEET SHOULDER STANDARDS AS DETERMINED BY THE TOWN ENGINEER.
- REDUCTION IN MINIMUM ROADWAY SIGHT DISTANCE TO 200 FEET IN GENERAL, AND TO 192 FEET FOR THE VERTICAL CURB BETWEEN STATIONS 21+20 AND 23+00.

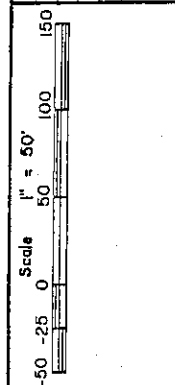
Appendix A

N/F
DOANE
BK. 2851, PG. 184

N/F
TOWN
OF
CUMBERLAND
BK. 3710, PG. 277
BK. 7115, PG. 66

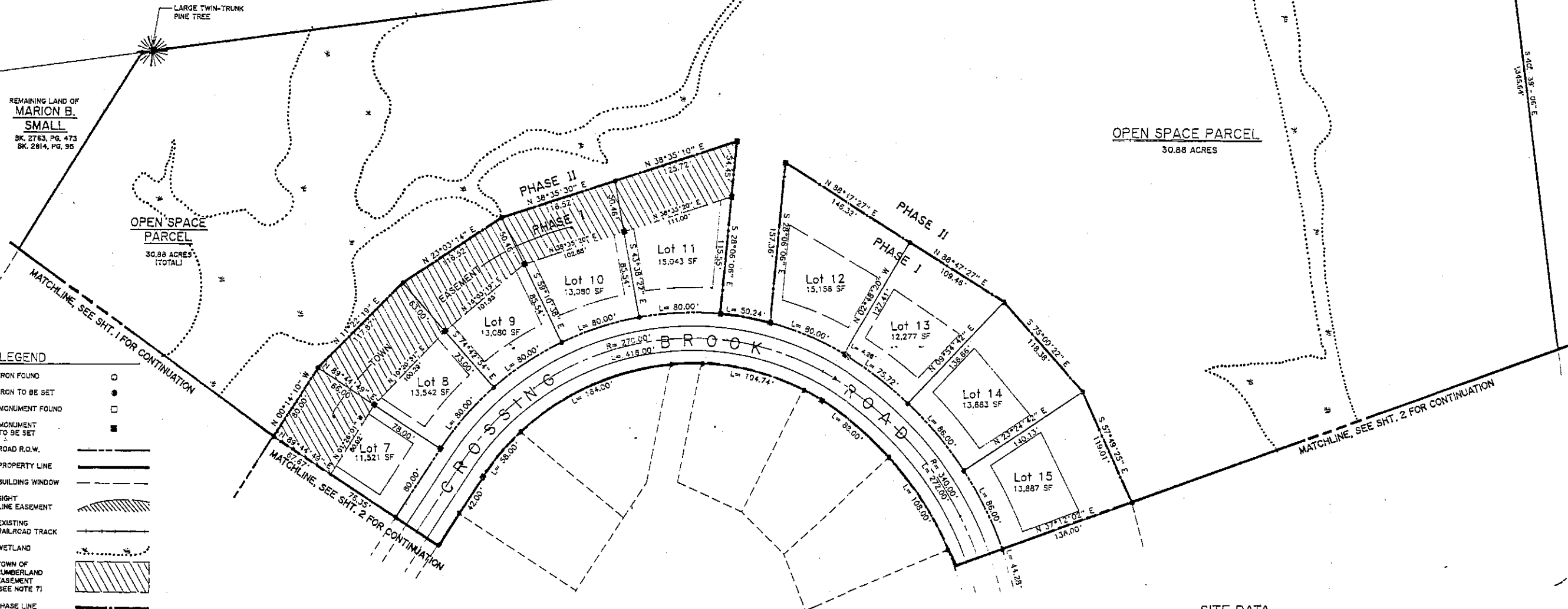
RECORDING PLAT SUBDIVISION OF SMALL'S BROOK CROSSING ON TUTTLE ROAD IN CUMBERLAND, MAINE FOR CASCO PARTNERS, INC. 37 FORESIDE DRIVE CUMBERLAND FORESIDE, MAINE 04110

Date	5-9-92
Revision	1-10-92
Phase I and Subsequent NO MONUMENTS THIS SHEET	
Designed	B. HARE
Drawn	K. WIEC
Checked	J. ROBERTS
Scale	1" = 50'-0"
Date	OCTOBER 14, 1991
LUC, INC. FIELD BOOK 2040 EQUIPMENT USED LIETZ SET 4	



Job No. 2040
Sheet

3 of 3



- LEGEND**
- IRON FOUND
 - IRON TO BE SET
 - MONUMENT FOUND
 - MONUMENT TO BE SET
 - ROAD R.O.W.
 - PROPERTY LINE
 - BUILDING WINDOW
 - SIGHT LINE EASEMENT
 - EXISTING RAILROAD TRACK
 - WETLAND
 - TOWN OF CUMBERLAND EASEMENT (SEE NOTE 7)
 - PHASE LINE

SITE DATA

- TOTAL PARCEL ACREAGE IS 51.47 ACRES.
- OPEN SPACE PARCEL TOTALS 33.43 ACRES.
- PROPOSED SINGLE FAMILY LOTS = 49.
- MINIMUM LOT SIZE IS 10,000 SQUARE FEET.
- SETBACKS (MINIMUM):
FRONT: 25'-0"
SIDE: 10'-0"
REAR: 50'-0"
BUILDING SEPARATION: 20'-0"
NOTE: REFERENCE IS MADE TO CUMBERLAND ZONING ORDINANCE SECTION 406A(2)(J) AND TO THE SECOND AMENDED CONTRACT ZONING AGREEMENT BETWEEN THE TOWN OF CUMBERLAND AND GEORGE A. RICKLEY AS IT MAY BE ASSIGNED WITH THE TOWN'S WRITTEN APPROVAL.
- ROADWAY:
4000 L.F. TOTAL LENGTH
20'-0"-WIDE TRAVEL LANE
4'-0"-WIDE PAVED BIKE PATH
50'-0"-WIDE RIGHT OF WAY

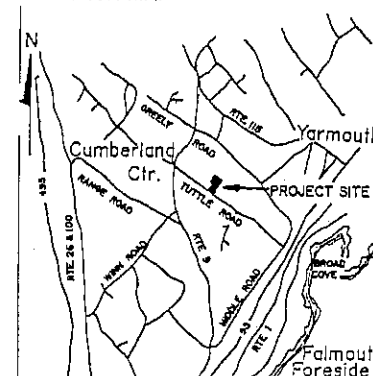
GENERAL NOTES

SEE SHEET 1 OF 3 FOR GENERAL NOTES.

PLANNING BOARD SIGNATURE BLOCK

NAME _____ DATE _____
Nancy Michalec

LOCATION MAP



FOR REGISTRY USE

Appendix B: Definition of Housing Affordability

Revised: March 13, 2008

The Town of Falmouth's Workforce Housing Committee has defined workforce housing for the purposes of this development as follows:

Housing is considered affordable if no more than 30% of all sources of family (or household) members income over the age of 17 (unless a full-time student) - using area median income and household size – are used to support the acquisition of a home including the following expenses: loan interest and principal, property taxes, and homeowners insurance.

The following table for 2008 demonstrates this definition and provides income ranges for home-buying households of different sizes and the corresponding affordable house price ranges. Note: These numbers should be confirmed by the "preferred developer" and may be required to be updated as needed.

Income At 80% AMI		5.6% Rate		30 Yr. Term			
# in Household		PITI	PI	Mortgage Amount	Land	5% Down Payment	House Price Range **
1	\$ 38,160	\$ 954	\$ (716)	\$124,634.42	\$ 60,000	\$6,231.72	\$190,866.14
2	\$ 43,680	\$ 1,092	\$ (819)	\$142,663.30	\$ 60,000	\$7,133.16	\$209,796.46
3	\$ 49,120	\$ 1,228	\$ (921)	\$160,430.89	\$ 60,000	\$8,021.54	\$228,452.43
4	\$ 54,560	\$ 1,364	\$ (1,023)	\$178,198.48	\$ 60,000	\$8,909.92	\$247,108.40
5	\$ 58,960	\$ 1,474	\$ (1,106)	\$192,569.32	\$ 60,000	\$9,628.47	\$262,197.79
Income At 120% AMI							
1	\$ 57,240	\$ 1,431	\$ (1,073)	\$186,951.63	\$ 60,000	\$9,347.58	\$256,299.21
2	\$ 65,520	\$ 1,638	\$ (1,229)	\$213,994.95	\$ 60,000	\$10,699.75	\$284,694.69
3	\$ 73,680	\$ 1,842	\$ (1,382)	\$240,646.33	\$ 60,000	\$12,032.32	\$312,678.65
4	\$ 81,840	\$ 2,046	\$ (1,535)	\$267,297.72	\$ 60,000	\$13,364.89	\$340,662.60
5	\$ 88,440	\$ 2,211	\$ (1,658)	\$288,853.98	\$ 60,000	\$14,442.70	\$363,296.68

*PITI = Principal, interest, taxes and insurance.

[For illustrative purposes, 5.6% interest, 30-year term, 5% down payment, taxes and insurance at 25% of principal and interest were applied.]

** House price range anticipated a soft second mortgage for \$60,000 to be held by the Town.

MAINE TURNPIKE R.O.W.
(PAVED PUBLIC HIGHWAY – DIVIDED, LIMITED ACCESS)

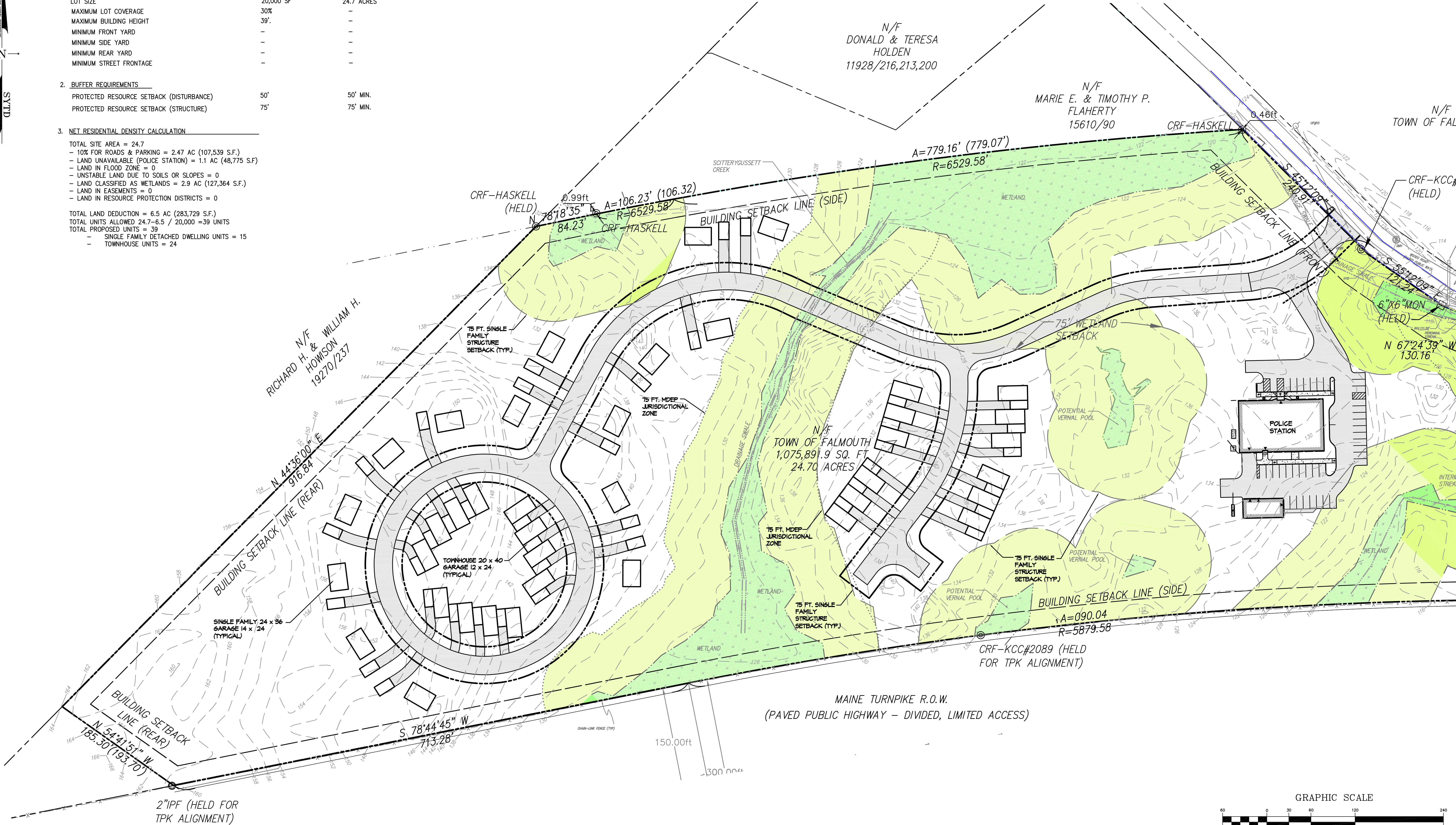
ZONING SUMMARY:

ZONE: MIXED USE CLUSTER DISTRICT (MUC)
WORKFORCE HOUSING – CONTRACT ZONE (CONDOMINIUM DEVELOPMENT OF SINGLE FAMILY DETACHED & TOWNHOUSE)

1. DIMENSIONAL REQUIREMENTS	EXISTING	PROPOSED
LOT SIZE	20,000 SF	24.7 ACRES
MAXIMUM LOT COVERAGE	30%	-
MAXIMUM BUILDING HEIGHT	39'	-
MINIMUM FRONT YARD	-	-
MINIMUM SIDE YARD	-	-
MINIMUM REAR YARD	-	-
MINIMUM STREET FRONTAGE	-	-

2. BUFFER REQUIREMENTS		
PROTECTED RESOURCE SETBACK (DISTURBANCE)	50'	50' MIN.
PROTECTED RESOURCE SETBACK (STRUCTURE)	75'	75' MIN.

3. NET RESIDENTIAL DENSITY CALCULATION
- TOTAL SITE AREA = 24.7
 - 10% FOR ROADS & PARKING = 2.47 AC (107,539 S.F.)
 - LAND UNAVAILABLE (POLICE STATION) = 1.1 AC (48,775 S.F.)
 - LAND IN FLOOD ZONE = 0
 - UNSTABLE LAND DUE TO SOILS OR SLOPES = 0
 - LAND CLASSIFIED AS WETLANDS = 2.9 AC (127,364 S.F.)
 - LAND IN EASEMENTS = 0
 - LAND IN RESOURCE PROTECTION DISTRICTS = 0
- TOTAL LAND DEDUCTION = 6.5 AC (283,729 S.F.)
TOTAL UNITS ALLOWED 24.7-6.5 / 20,000 =39 UNITS
TOTAL PROPOSED UNITS = 39
- SINGLE FAMILY DETACHED DWELLING UNITS = 15
 - TOWNHOUSE UNITS = 24



THIS PLAN SHALL NOT BE MODIFIED WITHOUT WRITTEN PERMISSION FROM SYTDdesign Consultants, ANY ALTERATIONS, OTHERWISE, SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO SYTDdesign Consultants.

REV.	DATE	STATUS	BY	CHKD.	APPD.	REV.	DATE	STATUS	BY	CHKD.	APPD.
A	9/17/07	ISSUED FOR CLIENT REVIEW	PBB	PBB	TWS						

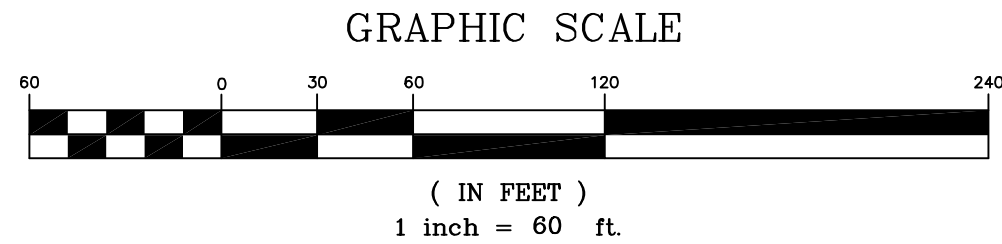
SYTDdesign
CONSULTANTS
CIVIL ENGINEERING & LANDSCAPE ARCHITECTURE

P.O. Box 86A
160 Longwoods Road
Cumberland, Maine 04021
tel. 207.829.6994 fax. 207.829.2331

CLIENT:
PORT CITY ARCHITECTURE
65 NEWBURY STREET, PORTLAND, ME 04101

DESIGN: PBB
DRAWN: PBB
CHKD: TWS

DATE: SEPT. 2007
SCALE: 1"=60'



PROJECT: **FALMOUTH WORKFORCE HOUSING**
WOODS ROAD, FALMOUTH, ME

CONCEPTUAL SITE PLAN

PROJ. NO.	07-24200	REV.	
DWG. NO.	C-101		A

Appendix D

VERNAL POOL SURVEY
TOWN of FALMOUTH PROPERTY
WOODS ROAD
FALMOUTH, MAINE

Prepared for

PORT CITY ARCHITECTURE



Prepared by

STATEWIDE SURVEYS, INC.
SOIL SCIENTISTS & LAND SURVEYORS
35 Eastman Road
Cape Elizabeth, ME 04107
Phone/Fax: 207 767 4200

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STATEWIDE SURVEYS, INC.
SOIL SCIENTISTS & LAND SURVEYORS
35 Eastman Road, Cape Elizabeth, ME.
Phone/Fax: 207 767 4200

June 13, 2007

Andrew Hyland, AIA
Port City Architecture
65 Newbury Street
Portland, ME 04101

Proposed Police Station
Woods Road
Falmouth, ME

Andrew,

As requested, Statewide Surveys, Inc (SWS) has completed a Vernal Pool Survey at the proposed Falmouth Police Station site. Specifically, the wetlands and potential vernal pools shown on the Wetland Plan previously submitted were surveyed. We revisited the site four times this spring to survey these areas for amphibian species indicative of vernal pools. Additionally, we discovered three additional small areas holding water while at the site on June 07, 2007.

We did not identify any vernal pools meeting the proposed definition for "Significant" Vernal Pools by the Maine Department of Environmental Protection (*MDEP*) or the United States Army Corps of Engineers (*USACE*) at the site. However, we observed egg masses indicating usage of the vernal pools by amphibians with the abundance of egg masses not at the "Significant" levels. Specifically, spotted salamander (*Ambystoma maculatum*) egg masses and wood frog (*Rana sylvatica*) adults and egg masses were identified and counted during each visit.

Our understanding of the MDEP definition a Vernal Pool would have the following characteristics as described in Chapter 335, "A vernal pool also referred to as a seasonal forest pool, is a natural, temporary to semi-permanent body of water occurring in a shallow depression that typically

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fills during the spring or fall and may dry during the summer. Vernal pools have no permanent inlet and no viable populations of predatory fish. A vernal pool may provide the primary breeding habitat for wood frogs (*Rana sylvatica*), spotted salamander (*Ambystoma maculatum*), blue spotted salamander (*Ambystoma laterale*) and fairy shrimp (*Eubrachyus sp*) as well as valuable for other plants and wildlife including several rare, threatened and endangered species. A vernal pool intentionally created for the purposes of compensatory mitigation is included in this definition”.

Vernal pools are also described in the *Department of the Army Programmatic General Permit-State of Maine (USACE 2005)*. According to USACE, vernal pools are described as, “Temporary to permanent bodies of water occurring in shallow depressions that fill during the spring and fall and may dry during the summer. Vernal pools have no permanent or viable populations of predatory fish. Vernal pools provide the primary breeding habitat for wood frogs, spotted salamanders, blue spotted salamanders and fairy shrimp and provide habitat for other wildlife including several endangered and threatened species”.

Further, vernal pools may or may not be classified as “Significant” dependent upon the following proposed criteria:

- Species abundance (*Egg masses numbers*).
- Presence of fairy shrimp.
- Or pool use by a state-listed threatened (T) or endangered (E) species requiring the pool to complete a critical life stage.

A “Significant” Vernal Pool (SVP) according to the proposed legislation would further have one or more of the following characteristics:

- Fairy shrimp.
- Usage by a threatened or endangered species.
- Species abundance or presence of egg masses. The proposed levels are: 10 or more blue spotted salamander egg masses, 20 or more spotted salamander egg masses or 40 or more wood frog egg masses.

Vernal Pool Characteristics

All the wetlands and potential vernal pools shown on the Wetland Plan were revisited and surveyed for characteristics and “significance”. We did not observe amphibian usage in Wetlands “A”, “B”, “E”, “F” or Areas 1, 2 or 3 during our visits. We did observe amphibians within wetlands “C” and “D” and “G”.

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Wetlands "C"

Wetland "C" had both wood frog egg masses and adults during our visits. We observed six (6) wood frog egg masses and two (2) adults along the southerly side of the Turnpike fence. The egg masses were attached to live shrubs and dead woody debris. The pool dries up during the mid summer months as documented last August. An adult green frog (*Rana clamitans melanota*) was observed in the last remaining pool prior to "dry-up" last season.

Wetlands "D"

Wetland "D" had both wood frog and spotted salamander egg masses during our visits. We observed up to eleven (11) wood frog and nine (9) spotted salamander egg masses in the lower portions near Woods Road. The egg masses were concentrated in the upper reaches of the small open water areas where the stream flow become diffuse with the flatter landscape. The egg masses were attached to grasses or in some cases not attached and lying on the silty bottom of the pool. We also observed and identified the calls from the common spring peepers (*Pseudacris crucifer*). The shallow water levels may remain persistent in certain areas of the wetland throughout most of the year with the stream. We did not observe any fish within the stream associated with this wetland. We observed a feeding mallard duck which may have been nesting in the emergent portions nearby.

Wetlands "G"

Wetland "G" had only one green frog adult and spring peepers during our visits. We did not observe any egg masses in the pool. The shallow pool dries up during the mid summer months as documented last August.

Area 1

Area 1 (362 ft²) is small pool located mid-slope on the upland ridge leading down to toward Wetland "A" in the southeasterly portion of the site. We found the small shallow ponded area on a later site reconnaissance. It is surrounded by a dense stand of small white pine shrubs in a shallow "trough" between a bedrock outcropping and the upland ridge. The area lies partially within the 75' buffer of the stream corridor.

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The pool depth was approximately 4" to 6" deep and receding when surveyed. We did not observe any amphibians on three occasions and likely holds water for very short periods and not conducive to their needs. The small pool has a leave littered bottom with very few attachment sites for amphibian usage. The surrounding vegetation at the pool is indicative of uplands and not considered jurisdictional wetlands. This area is located approximately 130' from the proposed southwesterly corner of the proposed police station building, please review revised plot plan for location.

Area 2

Area 2 (563 ft²) is a small narrow pool found in one of the higher landscape positions in the southwesterly portion of the site. We did not observe water at this location during the wetland survey last summer. This small narrow area was only recently discovered in the bedrock controlled ridge top after the recent rains this spring. We did not observe any egg masses, tadpoles or adult amphibians in this temporarily inundated area during our visits. The surrounding vegetation at the pool is indicative of uplands and not considered jurisdictional wetlands.

Area 3

Area 3 (352 ft²) is a small slightly lower saturated area in the shallow bedrock controlled uplands in the southwesterly portion of the site near the common property line with the Woodlands Golf Course. We did not document any indicators of usage by amphibians in this area. The shallow water levels (<4") are not capable of providing the resources for breeding habitat. The area was nearly void of water within a 24 hour time period. This area does not have a predominance of hydrophytes and was not considered as "jurisdictional" wetlands as a result.

We used GPS (*sub-meter*) to map these areas originally, however their small size and dense tree canopy comprised the capability of the GPS equipment. As a result we revisited the site to compass and tape the small areas for more accurate assessments. Please review the updated plan for the location of these areas. It was noted the water levels at these temporarily ponded sites had dropped considerably in just one day.

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2.0 Considerations and Recommendations

We did not identify any "Significant" Vernal Pools during our surveys this spring. Therefore, the vernal pools at the site would not be considered under the proposed "Significant" Vernal Pool definition by the USACE *Department of the Army Programmatic General Permit for the State of Maine* or under MDEP Chapter 335 *Significant Wildlife Habitat*.

Of note, the State and Federal regulations would consider these areas as wetlands by the MDEP under the provisions of the *Natural Resources Protection Act (NRPA- 38 M.R.S.A. § 480 A-Y)* and the associated *Wetland Protection Rules (Chapter 310)* and also by the USACE under the provisions of Section 404 of the *Clean Water Act*.

All areas would be considered locally under *Section 5.38.4 "Buffers and Setbacks Required"* of the Falmouth Ordinance. The new definition may or may not have an effect on the proposed project depending upon the final design of the project and the location of the three new areas. In any event, the new areas should now be considered under the Town's proposed definition if it was adopted and additional setbacks may now apply to these new areas resulting from this vernal pool survey and the proposed amendment. These areas may be "exempt" from the local Ordinance if the proposed amendment is not yet in effect. We have not reviewed the project final design in relation to these new areas and therefore a determination could not be made regarding the proposed exemption and its potential effect/s on the project. We do not believe the proposed police station will be affected by the setbacks resulting from new Area 1 with the \pm 130' separation. However, again it would be dependent upon the size of the proposed project limits.

We trust this vernal pool survey will aid in the site's final design and wish the best for the project.

Respectfully,

STATEWIDE SURVEYS, INC



Dale A. Brewer
President
06024_VP

Appendix D



Photograph 1. A northerly view of a portion of Wetland “B”. Note the pool was nearly “dried up” and we did not observe any vernal pool species present.



Photograph 2. A northerly view of Wetland “C”. Five wood frog egg masses were found attached to the shrub and dead limbs in the center of the photograph.

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Photograph 3. A southerly view of the stream channel located within Wetland “D”.



Photograph 4. A northerly view of the “lower” portions of Wetland “D” near Woods Road (in background). This pool had most of the spotted salamander eggs at the site.

Appendix D



Photograph 5. Spotted salamander egg masses from Wetland "D". Note the opaque white phase and the clear phases within the same cluster.



Photograph 6. Wood frog egg mass observed within Wetland "D".

Appendix D

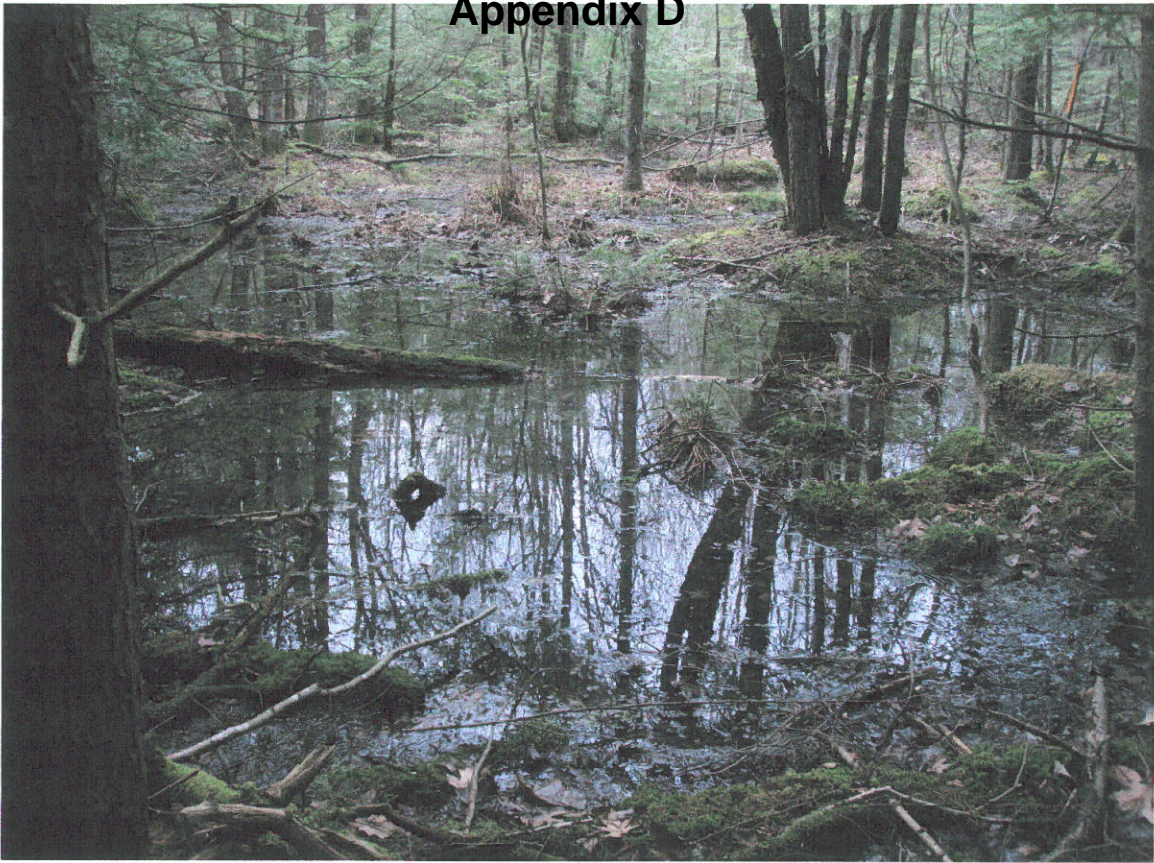


Photograph 7. A northerly view of Wetland “E”. Note the old roadway. We did not observe any “Significant” vernal pool indicator species in this pool.



Photograph 8. A northerly view of Wetland “F”. There were no evident signs of amphibian usage and the pool was rapidly receding on April 24, 2007.

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Photograph 9. We did not observe any “Significant” vernal pool indicator species in this pool during our site visits. Spring peepers and green frogs use this shallow pool.



Photograph 10. Tree frequently used by woodpeckers at the site.

Appendix D



Photograph 11. A northerly view of “Area 1”. Note the small area was nearly “dried up” on April 28, 2007.



Photograph 12. A northerly view of “Area 1” after recent rains. Note the photo was taken from nearly the same aspect as the previous photograph (photo 11).

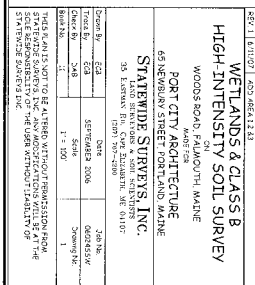
Appendix D



Photograph 13. A northerly view of "Area 2". Note the shallow water level and dense upland vegetation around the pool. No amphibians or invertebrates were observed.



Photograph 14. A southwesterly view of "Area 3". This small shallow area was mostly dried up with only "saturated" conditions in the wetter portions.

$$\lim_{t \rightarrow \infty} \left(\frac{1}{t} \int_0^t \frac{1}{\omega} d\omega \right) = \frac{1}{2} \quad \text{and} \quad \lim_{t \rightarrow \infty} \left(\frac{1}{t} \int_0^t \frac{1}{\omega^2} d\omega \right) = \frac{1}{2}.$$


Appendix E: Rough Site Cost Estimate based on concept site plan

Work Force Housing Project Cost Estimate -Woods Road
A.Hayes- 2/20/08

Basic Work Items

Clear/ Grub/ Subgrade	\$50,000
Gravel Sub Base	\$75,000
Gravel Base	\$15,000
Sidewalks Gravel	\$10,000
Paving Roads	\$100,000
Paving Sidewalks	\$20,000
Curbing- Bituminous	\$20,000
Sewers (by gravity)*	\$70,000
Sewer Seivces -39	\$60,000
Water Mains	\$72,000
Water Services- 39	\$65,000
Hydrants-3	\$9,000
Stream Crossing	\$50,000
Storm Drainage- w/underdrains	\$70,000
Detention/Retention Pond/Water Quality	\$30,000
Underground Utilities/ Lighting	\$40,000
Loam/ Seed	\$20,000
Allowances	
Landscape	\$50,000
Ledge -Extra	\$100,000
Engineering	\$30,000
Total	\$956,000

Note

*: Verification of grades is needed to determine if rear of site can be served by gravity
Please recognize that little data is available and no design work has been done on the
site, so this cost estimate is very rough at this point.