

MINUTES
GEORGETOWN PLANNING BOARD
Memorial Town Hall – 3rd Floor
Wednesday, August 3, 2011
7:30 p.m.

Present: Mr. Harry LaCortiglia, Vice-Chairman; Mr. Tim Howard; Ms. Matilda Evangelista; Mr. Nicholas Cracknell, Town Planner; Ms. Michele Kottcamp – Asst.

Absent: Mr. Hugh Carter; Mr. Chris Rich

Board Business: 7:30 p.m.

Housing Production Plan – Presenters Lynn Sweet and her assistant Eunice Kim. Selectmen Dave Surface and Gary Fowler are present. Mr. Paul Nelson, Tim Gerraughty, Charles Waters are present from the Georgetown Affordable Housing Trust.

Mr. LaCortiglia - A year ago \$130,000 was awarded to the Trust from CPC monies to fund a Housing Production Plan. The Trust hired Lynn Sweet.

Ms. Sweet - The goal is that the Trust is looking to gain an understanding of the needs of the community.

Mr. LaCortiglia - Asks the PowerPoint to be on the Town website.

{Lynn gives overview of the Housing Production Plan}

Ms. Sweet - HUD says it sets pricing for a family of four. Both the income and rent limits have changed since compiling this data. We found a larger demand for families rather than for elderly. There is also a high demand for small starter homes. We also found that there are independent or assisted living facilities in place

Mr. Surface- How much did you look at Trestle Way?

Ms. Sweet - They have a significant wait list but they do not have supportive services outside the COA in town. There has been a 30% growth in the last 20 years.

Mr. Nelson - How would a town address the issue of starter homes?

Ms. Sweet – Of the housing supply, 10% of the units must be affordable housing units. Once a unit is counted, the Trust wants it to remain counted. Under the 2010 census, Georgetown has 304 units. I don't see a time where you will be falling behind. Because you have added units, you have a new baseline.

Mr. Cracknell - The Parker River Landing project affordable units are not being counted.

Mr. Surface- Asks about Parker River and states because of the age restriction, their units have not been counted – is that true?

Ms. Sweet - Now there is a monitoring agreement and an agent who reviews all the paperwork and everyone is given a report to the community to keep on file going forward. There are checks and balances in place.

Ms. Evangelista - How will you enforce the unit count?

Ms. Sweet - I have to give reports to Mass Housing. We will certify it to Mass Housing and the town going forward. This is for Affordable Units and 40B housing Projects. States and refers to demand analysis. In our research we came up with a half a million in funding that could be accessed in some way going forward. States affordable housing goals.

Ms. Sweet – States implementation strategies. There are a lot of not for profit organizations on the North Shore. We can identify those agencies for you.

Mr. LaCortiglia - Would they be able to bring in the town planner? Under the CPA program, you have the ability to use some of those funds. There are administrative funds and inclusionary funds under the Housing Balance Bylaw that may make such funds available. There are tools that you can use to identify and to make the administrative hours available.

Mr. Surface – We have an agreement between the Trust and the CPC of funds that we can use for administration. It depends on what the agreement is.

Ms. Sweet – This we can discuss at a follow up meeting and look into the different areas to get the plan moving along.

Ms. Evangelista - I realized long ago that we needed a monitor. The Planning Board is on the Deed that the Planning Board is the responsible party.

Ms. Sweet - We don't want to dictate that as this is an on-going discussion.

Mr. LaCortiglia - Is the Housing Production Plan in draft form?

Ms. Sweet – Yes. We have just a few minor changes to make.

Mr. LaCortiglia – Regarding the build out analysis used, will there be a new, more accurate build out analysis done at some point?

Ms. Sweet - The reality is the community is in a slow growth. The build out was done about ten years ago by an agency. It is not a requirement for that to be in the Housing Production Plan.

Mr. Cracknell - The build out that was done in 2004 and the numbers are a little high.

Ms. Sweet - On your best guess, it is still a best guess on what full build out will be?

Mr. Cracknell - It is something we can continually discuss with the Planning Board.

Mr. Surface - In 2009, we had a Trust. We need to find out what the needs are and we need to look at the immediate need. How are we helping new people coming to our community and the existing population as they age? This will not happen over night. We then need to prioritize those immediate needs. The Trust was created to take the burden off the Planning Board for those affordable units that want to be sold.

Mr. Fowler - If you work with a developer to make smaller units, are there some type of deed restrictions to keep these houses smaller?

Mr. Nelson - There are deed restrictions.

Ms. Sweet - There is a project in Hingham that is permitted under Chapter 40B. The town reviews the condominium documents that provide checks and balances and insure that the units do not allow additions to be put on them. There are many disclosures put in place on top of the deed restrictions.

Mr. Cracknell - You could build in incentives to the developer to make these smaller cottage style houses from 1,500 – 2,000 sq. ft. It is allowable under special permit and variances.

{Lynn gives overview of the Housing Production Plan}

Minutes-

Ms. Evangelista - **Motion** to approve minutes of June 8, July 13 and Executive Session Minutes.

Mr. Howard – **Second.**

Motion Carries. 3-0; Unam.

Vouchers –

Ms. Evangelista - **Motion** to pay vouchers total \$2,965.15

Mr. Howard – **Second.**

Motion Carries. 3-0; Unam.

Correspondence –

Mr. Cracknell reads the Public Notice of Conservation Commission Hearing on CAI.- Martel Way and a ZBA Notice for an Accessory Apartment at 5 Harris Way.

Ms. Evangelista - Questions the accessory apt for ZBA on 5 Harris Way .

Mr. Cracknell - The road has to be accepted at Town Meeting first so the ZBA will take this up at their hearing.

Board Business Continued

ANR Application – Blueberry Lane

Mr. LaCortiglia - Lot line adjustment at 4 Blueberry Lane is an 8 inch shift of a lot line. Fred Thompson agreed that he would produce an as-built with the change.

Ms. Evangelista - **Motion** to sign mylar to accept the ANR plan for 4 Blueberry Lane.

Mr. Howard – **Second.**

Motion Carries. 3-0; Unam.

Mr. Cracknell - I am going to the Selectmen’s meeting Monday night to discuss the street acceptances for next Town Meeting.

Richardson Lane – Sign revised Bond Agreement with a new amount of \$5,000.

The bond company has replied with a new Bond Agreement. We just need to sign the new agreement. Mr. Bussing is willing to post a cash bond instead. Mr. Bussing

Chaplin Hills – Scope of Work Discussion

Mr. Cracknell – Artisan Development is 90% complete on the roadwork. They will be finished Friday or Monday.

Mr. Howard – **Motion** to authorize \$105,445 of payment to the contractor, Artisan Dev LLC by Safeco, as per construction managers certificate for payment and dated by Dave Varga 7/31/11 with attached spreadsheet.

Ms. Evangelista – **Second.**

Motion Carries. 3-0; Unam.

Mr. Cracknell - I will write a letter to the bond company. Asks to attach the spreadsheet with the street tree line item.

Mr. Howard – **Motion** to adjourn the meeting at 9:35pm.

Ms. Evangelista – **Second.**

Motion Carries. 3-0; Unam.

Meeting is adjourned at 9:35pm.