

Approved: June 2, 2022

**MINUTES OF THE PROCEEDINGS OF
THE LANCASTER AFFORDABLE HOUSING TRUST (“AHT”)**

Meeting conducted via ZOOM internet conferencing
Thursday, May 5, 2022

Present: Victoria Petracca, Chair
Jay Moody
Debra Williams

Absent: Carolyn Read; Frank Streeter, Secretary

I. Call to Order & Administration

Chair Victoria Petracca called the Affordable Housing Trust (“AHT”) meeting to order over Zoom at approximately 7:03 PM and called the roll of the Trustees.

Zoom meeting link: <https://us02web.zoom.us/j/82543986786> Meeting ID: 825 4398 6786

II. Approval of Meeting Minutes

The AHT reviewed and took action on the Meeting Minutes of March 3, 2022.

VOTE: Motion to approve minutes of March 3, 2022 by Trustee Moody, 2nd by Trustee Williams. Approved unanimously (3-0-0)

The Meeting Minutes of March 17, 2022; April 6, 2022; and April 21, 2022 were pending circulation and review at the time of this meeting. No action was taken.

III. Updates to Subsidized Housing Inventory (SHI)

1. **Existing Inventory**

Chair Petracca gave a brief slide presentation of Lancaster’s existing affordable inventory and unit shortage. This overview was provided at a resident’s request during the AHT’s previous April 21, 2022 meeting.

The State is currently operating from the 2010 census. Current number used for year-round housing unit total in Lancaster: 2,544 units.

Versus the 2020 census: waiting for State to release Lancaster's year-round housing unit total for 2020, currently estimated at 2,788 units.

Lancaster is currently at 5.5% Subsidized Housing Inventory (SHI) as measured by MA Department of Housing and Community Development. The Town needs to be over 10% to reach Safe Harbor affordable housing compliance.

2. Questions from Public

Resident Rob Zidek (103 Keleva Road) asked what if the Goodridge Brook Estates 40B were to get approved for current number of planned units? Answer: will boost Lancaster's SHI, but does not put the Town in Safe Harbor compliance.

Resident Kendra Dickinson (402 Oetman Way) asked what is the SHI percentage if the Capital Group 40B homeownership project is approved? Answer: will still not put into Safe Harbor with Phase I (50 units credit out of 200 total units) or Phase 2 (50 units credit again). Brings Lancaster's SHI to approximately 7.4%.

3. 32 Carter Street Trustee Carolyn Read

Chair Petracca received an update from Trustee Read who had a conflict and could not attend this meeting. The homeowner is reviewing the new deed rider and will be in touch with Trustee Read.

4. Harbor Classic Homes, 2038 Lunenburg Road (Route 70)

Chair Petracca gave an update from Laural Woods of Harbor Classic Homes who explained that the developer has been meeting with the site engineer regarding solutions to stormwater issues and should have an update for the AHT soon.

IV. Review Capital Group – Affordable Housing Proposals at The Landing

1. Proposed 40R Smart Growth Overly District

Chair Petracca reviewed the site location at approximately 1410 – 1474 Lunenburg Road (Route 70) across from Kimball's. DHCD has not yet issued the preliminary eligibility letter but this is expected soon given on-going DHCD feedback. Town counsel is working on a consistency issue flagged by DHCD between the proposed 40R bylaw & the 40R Memorandum of Agreement (MOA). Capital Group has not yet provided its feedback on the 40R MOA. They have received the 40R MOA, as well as a separate MOA for a distribution complex and are currently reviewing both Agreements.

A Planning Board public hearing on the 40R proposal has been scheduled for Wednesday, June 8, 2022 at 7 p.m. via Zoom. A Special Town Meeting will be scheduled for a future date after the Planning Board has completed the hearing and issued its determination.

2. 40B Application Submitted to MassHousing on April 26, 2022

Capital Group submitted a 40B Application last week to MassHousing Finance Agency in the event that the 40R and re-zone by-laws do not pass at Special Town Meeting. The Town was notified and received a copy, as well. This is available on-line for public review at both the Select Board and AHT webpages.

The AHT discussed the 40B location at the back of the site (not the 40R location), currently identified as 0 White Pond Road, as well as the advantages and disadvantages of the proposal. Public comments from town boards and residents to the Town Administrator are due on or before Friday, May 13, 2022 by 10 a.m. The Town Administrator will compile an official response from the Town after reviewing comments received.

The AHT discussed drafting a letter with comments from Board to be submitted by Chair to the Town Administrator before deadline. Drafts to be circulated to AHT Members for compiled comments and edits before final letter sent by Chair Petracca on behalf of the AHT to Town Administrator Kate Hodges.

VOTE - Motion made by Trustee Moody; 2nd by Trustee Williams. Motion approved unanimously (3-0-0)

V. 213-217-219 South Main Street

1. Inclusionary Zoning Bylaw

The Zoning Board of Appeals (ZBA) held a public hearing recently regarding permitting for two residential buildings owned Atlantic Union College located at 213-217-219 South Main Street. A developer is proposing rehabilitating the formerly vacant properties in to 9 total rental units. Under Lancaster's Inclusionary Zoning bylaw, this would require deed restricting one affordable unit. Chair Petracca let the Planning Director know in advance this should be reviewed with the developer and then also brought it to ZBA's attention during the public comment portion of the hearing. The ZBA decided to pause any decision until Town Counsel can review the application materials and the Inclusionary Zoning bylaw before the ZBA ruling.

VI. Public Comment

Resident Kendra Dickinson (402 Oetman Way) communicated that she had her hand raised earlier in the meeting and then took it down since she had found the answer to her question. She asked that the reason for taking her hand down be clear for the record.

Resident Rob Zidek (103 Kaleva Road) asked if the SHI numbers could be posted. He also commented that the deadline for 40B comments was short, and perhaps individual Trust members could submit comments as residents, if they wished. He emphasized the need for project compliance with Lancaster's Inclusionary Zoning bylaw. He lastly thanked Trustee Moody (and Select Board Member) for his service to the Town.

Chair Petracca explained this was Trustee Moody's last meeting at the AHT since his term as Select Board Member was expiring on May 9th, and he is the Trust's required representative from the Board. She thanked Trustee Moody for his role in forming the AHT and everything he has done to promote affordable housing production in Lancaster.

Resident Dave Mallette (2748 North Main Street) asked what can be done to better educate developers and residents about the Inclusionary Zoning bylaw, leading to discussion about ways to do that including having the Planning Director include it in print and/or electronic information presented to any developers interested in Lancaster.

VII. New Business

None.

VIII. Communications

Town Election to be held on Monday, May 9, 2022 at the former Town Hall at 695 Main Street.

The next two scheduled LAHT meetings are Thursday, May 19, 2022 at 7 P.M. via Zoom and Thursday, June 2, 2022 at 7 P.M. via Zoom.

IX. Adjournment

VOTE: There being no further business to consider, Trustee Moody made a motion to adjourn, seconded by Trustee Williams. Motion approved unanimously (3-0-0)

Chair Petracca adjourned the meeting at approximately 8:22 P.M.

Respectfully submitted,

Debra Williams, Trustee and Victoria Petracca, Chair (in place of Secretary Streeter)