

Affordable Housing Trust  
March 17, 2022  
Meeting held via Zoom videoconference

Roll Call

Present were:

Victoria Petracca, Chair  
Frank Streeter, Secretary  
Jay Moody  
Debra Williams

Chair Victoria Petracca called the Affordable Housing Trust's (AHT) meeting to order over Zoom at 7 PM and called the roll of the Trustees. Trustee Read was absent.

Chair Petracca noted the resignation of ex officio Trustee Marilyn Largey, read Marilyn's resignation letter into the record, and thanked her for her service. She will be missed. The Town Administrator will appoint a new ex officio member.

Trustee Moody noted that he fills the Select Board's spot on the Trust, and since he is not running for re-election a new member from the Select Board will be appointed after the Town's elections on May 9.

Chair Petracca noted that tonight's meeting is called from 7 to 9 PM in an effort to keep meetings from running late.

**Approval of Meeting Minutes**

The Board discussed complaints from two residents about what they felt were editorial comments about their public comments in the January 20 minutes.

**Secretary Streeter moved to modify the minutes of the Trust's January 20, 2022 meeting by deleting two sentences; Trustee Moody seconded the motion, and the motion passed on a 3-0-1 vote with Secretary Streeter abstaining.**

Chair Petracca noted that she had taken the minutes of the Trust's February 9 meeting, and after a brief discussion,

**Secretary Streeter moved to accept the minutes of the Trust's February 9, 2022 meeting; Trustee Williams seconded the motion, and the motion passed on a 4-0 vote.**

Chair Petracca noted that the Trust's submission for the Town's Annual Report would be due just after the Trust's next meeting.

**Updates to Lancaster's Subsidized Housing Inventory (SHI)**

Trustee Read updated the Board on the status of 32 Carter Street where she is still working with the homeowner on the deed restriction. Chair Petracca noted that DHCD had reduced the required marketing period from 60 down to 30 days.

Chair Petracca briefed the Board on the Harbor Homes project now being built at 2038 Lunenburg Road. There has been no real progress on actual construction since last meeting. However, the developer appears to understand DHCD's requirements for marketing affordable units and has confirmed they do want to start the process of hiring a consultant to guide them in the process.

### **Scheduled Appearances**

None

### **Continued Discussion of 40R Zoning in North Lancaster**

Chair Petracca presented a revised lot plan for the 40R zone that excludes the soccer fields and other lots excluded by the Trust. These changes drop the total capacity of the entire district from 1170+ units down to 509 units. She reviewed the various changes to the map from the Trust's previous meeting and noted that Capital Group was willing to keep lot 14-8.A largely as open space.

Chair Petracca noted that based on current density requirements the capacity of Capital Group's land where they plan to build a 150 unit rental complex under the 40R zoning is 208 units. This reduces the actual capacity of the 40R district to a maximum of 481 units. However the actual number is likely to be significantly reduced from that due to the site's environmental constraints. Chair Petracca revised the density spreadsheet and pointed out that the theoretical capacity of the district as per the spreadsheet was 512 units, but after eliminating the fractional units the actual capacity is 509 units.

The Board reviewed DHCD's recent comments on the latest draft of the 40R zoning proposal. Chair Petracca went through the bullet points from DHCD's email, especially those concerning farmer's markets and mobile markets in reference to the allowed amount of commercial space in the district. At present the residential portion of the district is estimated to be 216,000 square feet with about 50,000 square feet of retail/commercial space, so well under the 49% requirement.

DHCD felt the proposed anti-segmentation language was both excessive and unnecessary and recommended deleting it. (was Section I-5) The Board reviewed DHCD's recommended changes.

**Secretary Streeter moved to accept all changes to the 40R draft recommended by DHCD as discussed and Trustee Moody seconded the motion. Chair Petracca offered an amendment to memorialize the 2/1 ratio of 80%/60% AMI units, Secretary Streeter accepted it as a friendly amendment, and the motion passed on a 4-0 vote.**

Chair Petracca presented Town Counsel's comments on the 40R proposal's Plan Approval Authority. (PAA) Town Counsel was fine with the PAA as proposed but had some suggestions to improve the language governing the Select Board's appointment procedures.

**Secretary Streeter moved to accept Town Counsel's recommended changes to the 40R draft as discussed, Trustee Moody seconded the motion, and the motion passed on a 4-0 vote.**

#### **Continued Discussion of the 40R Zoning Memorandum of Agreement (MOA)**

The Board discussed the updated draft of the MOA. Chair Petracca asked the Board about water quality monitoring and if the Board wanted those provisions in the 40R MOA. Secretary Streeter felt it should be left in the Town's MOA for the project as a whole and the Board agreed.

Chair Petracca discussed the issue of trail connectivity. She wants to have a site walk to specify the exact locations of the trailheads. Trustee Moody agreed, but Trustee Williams and Secretary Streeter said they might not be able to attend. Chair Petracca said that Capital Group favors this site walk and would be glad to join it. Chair Petracca reviewed some of the Commonwealth's materials about trail management with the Board.

In reviewing the various clauses of the MOA, Secretary Streeter suggested changing 6.3 to Capital Group grants permission to NRW. He also recommended that the Board strike Sections 7.1 to 7.3, which limit fast food and drive through service in the district as they were just copied from Maynard's MOU and are not really applicable to Lancaster's.

The Board discussed the no-build clause in the 40R MOA in comparison to the Town's draft MOA. The Board discussed cutting the local preference section from the 40R MOA as that would be accomplished by the Lottery Agent running the selection process for the affordable units. The Board decided to leave the local preference language in the MOA under Section 1.5 to make absolutely clear that local preference is a part of the requirements for Capital Group. The MOA states "The Owner agrees to pursue DHCD approval of a local preference to the extent necessary."

Chair Petracca noted that the Planning Board has a March 28 deadline for zoning articles to be considered at their hearing on April 20. She is following up on the issue of water well buffer zones and how they might affect the 40R zoning map. Secretary Streeter pointed out that if they were not relevant to DHCD when they reviewed the maps then they weren't relevant at this point in the process.

Chair Petracca presented the Board's letter to be submitted as a public comment to DHCD about the Commonwealth's new MBTA zoning requirements. After reviewing the letter,

**Secretary Streeter moved to approve the letter and submit it to DHCD, Trustee Williams seconded the motion, and the motion passed on a 4-0 vote.**

**Emergency Housing Assistance**

The Board tabled this issue until a future meeting.

**Public Comment**

Lancaster resident Rob Zidek (103 Kaleva Rd.) made a brief comment.

**New Business**

None

**Communications**

The next two scheduled Affordable Housing Trust Meetings will be held on Wednesday, April 6, 2022 at 7 P.M. via Zoom, which is a day earlier than usual to accommodate Capital Group's presentation on the 7<sup>th</sup>, and on Thursday, April 21, 2022 at 7 P.M. via Zoom.

**Adjournment**

There being no further business to consider,

**Trustee Moody moved to adjourn the meeting; Trustee Williams seconded the motion, and the motion passed on a 4-0 vote.**

The meeting adjourned at 9:15 PM.

Respectfully Submitted,

Frank S. Streeter, Secretary