

Town of Lancaster Inclusionary Zoning Article

Article ____ To see if the Town will vote to add “Inclusion of Affordable Housing” to the Lancaster Zoning Bylaws as [Section 220-8.8 of Article III](#), by inserting the following sections: A. Purpose and intent, B. Applicability, C. Special permit, [D. Provision of affordable housing](#), [E. Preservation of affordability](#), [F. Timing of construction for affordable units](#), [G. Siting of affordable units](#), [H. Minimum design and construction standards](#), [I. Minimum lot size](#), [J. Fees-in-lieu-of-units](#), [K. Combining construction with fee-in-lieu-of-units](#), [L. Local preference](#), [M. Marketing plan for affordable units](#), [N. Related fees](#), O. Conflict with other bylaws.

§ 220-8.8 - Inclusion of Affordable Housing

A. Purpose and intent. The purpose and intent of this zoning bylaw is to promote the inclusion of affordable housing as part of the development of housing overall in the Town of Lancaster. This is also known as Inclusionary Zoning. More specifically:

- (1) The purpose of these provisions is to encourage development of new or renovated housing that is affordable to low- and moderate-income households. At minimum, affordable housing produced through this regulation should be in compliance with the requirements set forth in MGL c. 40B, §§ 20 through 23 (as the same may be amended from time to time), and other affordable housing programs developed by state, county and local governments.
- (2) It is intended that the Affordable Housing Units (AHU's) that result from the application of this bylaw be considered as Local Action Units (LAU's), in compliance with the requirements for the same as specified by the Department of Housing and Community Development (DHCD) or successor state agency or regulations.
- (3) The LAU's created by this bylaw are intended to add to the town's Subsidized Housing Inventory (SHI) and contribute to local efforts to meet the state's requirement for affordable housing levels. Accordingly, these units must meet DHCD's Local Incentive Program (LIP) criteria to be suitable for inclusion and counted in the Town's SHI.
- (4) The application of the affordable housing provisions is intended to consider other important zoning objectives, such as those given in section 220-1 A. of the Town of Lancaster's bylaws. Specifically, conservation of natural resources, preservation of open space, protection of town character, and the most appropriate use of land shall be considered along with the application of these rules.

B. Applicability. In all zoning districts, the Inclusionary Zoning provisions of this section shall apply to the following uses:

- (1) Division of land. This bylaw shall apply to the division of contiguous land held in single or common ownership into six (6) or more residential lots.
- (2) Multiple dwelling units. This bylaw shall apply to the construction of six (6) or more dwelling units, whether on one or more contiguous parcels, alteration, expansion, reconstruction, or change of existing residential or non-residential space.
- (3) The provisions of Subsection B(2) above shall apply to the construction of six (6) or more dwelling units on individual lots if said six or more lots are held in single or common ownership.
- (4) To prevent the intentional segmentation of projects designed to avoid the requirements of this bylaw, parcels held in single or common ownership and which are subsequently divided into six (6) or more lots shall also be subject to this bylaw.
- (5) To address the possible segmentation of projects over time, any construction that results in a net increase of six (6) or more dwelling units measured over a 10-year period shall be subject to this bylaw.

C. Special permit. Pursuant to MGL c. 40A, § 9, the development of any project set forth in subsection B above shall require the grant of a Special Permit from the Planning Board or the Zoning Board of Appeals as applicable, the Special Permit Granting Authority (SPGA). The Special Permit shall be granted if the proposal meets the requirements of this bylaw.

D. Provision of affordable housing. As a condition for approval of a special permit, the applicant shall contribute to the local inventory of affordable housing by providing at least the number of AHU's specified below, which must be eligible for inclusion in the Town's SHI.

- (1) For developments of six (6) to nine (9) home-ownership or rental units, at least one (1) unit of the total proposed dwelling units shall be affordable.

- (2) For development of ten (10) to nineteen (19) home-ownership or rental units, at least two (2) units of the total proposed dwelling units shall be affordable.
- (3) For development of twenty (20) to twenty-nine (29) home-ownership or rental units, at least three (3) units of the total proposed dwelling units shall be affordable
- (4) For development of thirty (30) to forty-four (44) home-ownership or rental units, at least twelve and a half percent (12.5%) of the total proposed dwelling units shall be affordable.
- (5) For development of forty-five (45) or more home-ownership or rental units, at least fifteen (15%) of the total proposed dwelling units shall be affordable.
- (6) The following schedule is provided for allocating affordable units given a particular range of total lots in a subdivision or total units in a multi-family development.

Total Units	Minimum Affordable Units
6 to 9	1
10 to 19	2
20 to 29	3
30 to 44	12.5%
45 and greater	15%

- (7) For the calculation of AHU's per §§ D(1) through D(6), fractions of one-half ($\frac{1}{2}$) dwelling unit or less shall be rounded down to the nearest whole number, while greater fractions shall be rounded up.

E. Preservation of affordability.

- (1) All home-ownership developments with affordable units shall provide deed restrictions on the appropriate units to ensure that they remain AHU's in perpetuity. The deed restriction shall be consistent with riders approved by DHCD, and shall grant the Town the right of first refusal to purchase any ownership units in the event that a qualified purchaser cannot be obtained. In addition, no certificate of occupancy permit shall be granted for any home-ownership development containing affordable home-ownership units prior to the recording of the deed restriction at the Registry of Deeds.
- (2) All multi-family rental developments with affordable units shall provide a regulatory agreement on the appropriate units to ensure that they remain AHU's in perpetuity. The regulatory agreement shall be consistent with regulatory agreements approved by DHCD, and shall grant the Town the right of first refusal to lease any rental unit in the event that a qualified tenant cannot be obtained. In addition, no certificate of occupancy permit shall be granted for any multi-family rental development containing affordable rental units prior to the recording of the regulatory agreement at the Registry of Deeds.
- (3) The deed restriction or regulatory agreement, as applicable, shall grant the Town of Lancaster's right of first refusal, for a period of not less than 90 days to purchase the property or assignment thereof, in the event that despite diligent efforts to sell the property, a subsequent qualified purchaser or tenant cannot be located.
- (4) In the event that any rental unit is converted to a condominium ownership unit, the condominium unit shall be restricted in perpetuity as per §§ E(1) and E(2) above to ensure that it remains affordable to income-eligible households as prior to the condominium conversion.
- (5) The Lancaster Affordable Housing Trust or its agent shall monitor, oversee, and administer the details for all resale or re-lease of any affordable units in the Town.

F. Timing of construction for affordable units.

- (1) The construction of affordable units shall be commensurate with the construction of market rate units. Should projects be built in phases, each phase shall contain the same proportion of affordable units to market rate units as the overall development.
- (2) The building permit for the last-market rate unit shall not be issued until all affordable units have been constructed, unless an alternate construction schedule has been approved by the SPGA.

G. Siting of affordable units. The affordable units created under this bylaw shall be proportionally distributed throughout the proposed project, in terms of both location as well as size and type.

- (1) Affordable units shall be provided within the development that requires the affordable units.
- (2) Their siting shall be integrated within the development along with the locations of the other dwellings, rather than segregated or concentrated in one area.
- (3) The AHU's shall not be situated in less desirable locations than market-rate units and shall, on average, be no less accessible to public amenities such as transportation, recreation or open spaces, and shopping or other businesses.
- (4) The location of each and every AHU shall be identified on the site plans and approved by the Planning Board. In the case of multi-family dwellings, the locations of affordable units shall be identified on the building floor plans for each and every structure of this type and approved by the SPGA.

H. Minimum design and construction standards. The exterior appearance of the affordable units shall be compatible with and essentially indistinguishable from the other units in the development. The AHU's shall be designed with similar features and built with comparable quality materials with respect to the market-rate dwellings built.

I. Minimum lot size. The average lot size for affordable home units shall be comparable to those of their market-rate counterparts within the development.

J. Fees-in-lieu-of-units. As an alternative to the requirements of Subsection D and to the extent allowed by law, an applicant may pay a fee to the Lancaster Affordable Housing Trust (LAHT) to be used for the production of affordable housing in lieu of constructing units within the proposed development.

- (1) Payment of fees-in-lieu-of-units. The applicant for development subject to this bylaw may pay fees in lieu of the construction or provision of affordable units to the LAHT at the sole discretion of the SPGA. The fees shall be paid in increments prior to the issuance of a building permit for each and every unit, or otherwise at the sole discretion of the SPGA.
- (2) Fees-in-lieu-of affordable ownership units. The fee of an affordable ownership unit shall be equal to seventy-five (75%) of the average listing price of comparable market-rate units of the same bedroom count within the proposed development. The SPGA shall make the final determination of the acceptable price for the affordable units.
- (3) Fees-in-lieu-of affordable rental units. The fee of an affordable rental unit shall be equal to seventy-five (75%) of the average listing rent of comparable market-rate units of the same bedroom count within the proposed development multiplied by ten (10) years. The SPGA shall make the final determination of the acceptable price for the affordable units.
- (4) Payment of fees-in-lieu-of units. The payment shall be equal to: Fee-in-lieu-of units as calculated for a single ownership unit or rental unit per §§ J(2) and J(3) x Total number of affordable units subject to fees-in-lieu-of-units/Total number of units in the subject development. The fee calculation applies to both ownership and rental units, derived separately for each type of housing,

- (5) Timing of payment before issuance of building permits. Payment shall be received by LAHT prior to issuance of building permit for each unit to be constructed.
- (6) Revised calculation before issuance of building permits. The fees-in-lieu-of-units calculation shall be confirmed with current market rates for the proposed development within sixty (60) days prior to issuance of building permit.
- (7) Creation of affordable units. Fees-in-lieu-of-units payments made to LAHT in accordance with this section shall be used only for purposes of providing affordable housing for low- or moderate-income households. Using these payments, affordable housing may be provided through a variety of means, including but not limited to the provision of favorable financing terms, subsidized prices for purchase of sites, additional affordable units within existing or proposed developments, and other initiatives allowed under the Municipal Affordable Housing Trust Fund Law (MGL c.44. § 55C).
- (8) If the LAHT has not been fully created as of the time the application has been stamped received by the Town Clerk, then fees-in-lieu-of-units are to be paid to the Town and held in escrow for affordable housing production. Funds in escrow shall be transferred commensurate to the LAHT upon its creation.

K. Combining construction with fees-in-lieu-of units. A combination of construction of dwelling units and payment of fee-in-lieu of-units may be combined by the applicant to meet a single project's requirement if granted approval by the SPGA.

L. Local preference. To the maximum extent permitted by law, including the regulations of DHCD, any special permit granted hereunder shall include a condition that a preference for Lancaster residents, Town of Lancaster employees, employees of [Lancaster schools and businesses](#), and families of students attending Lancaster schools shall be included as part of the lottery and marketing plan for the affordable units.

M. Marketing plan for affordable units. Applicants creating affordable units under this bylaw are required to select qualified homebuyers or renters via lottery under an Affirmative Fair Housing Marketing Plan prepared and submitted by the applicant and approved by DHCD and the SPGA. This Plan shall include a description of the lottery or other process to be used for selecting buyers. The plan shall be in conformance with federal and state fair housing laws in effect on the date of the special permit or other permit application with the Town of Lancaster. No building permit for a development subject to the Lancaster Inclusionary Zoning Bylaw shall be issued unless the SPGA has determined that the applicant's affirmative marketing plan complies with this requirement. The affirmative marketing costs for the affordable housing units shall be the responsibility of the applicant.

N. Related fees. The applicant shall be responsible for all consultant fees, including engineering, architectural, legal, housing consultant and planning fees, incurred by the SPGA in connection with the application, review of relevant plans and documents, and ensuring that the affordable units are included in the Town's SHI.

O. Conflict with other bylaws. The provisions of this bylaw shall be considered supplemental of existing zoning bylaws. To the extent that a conflict exists between this bylaw and others, the more restrictive bylaw, or provisions therein, shall apply.