



TOWN OF CONCORD
COMMUNITY PRESERVATION COMMITTEE
 141 KEYES ROAD, CONCORD, MA 01742
 TEL. (978) 318-3290 FAX (978) 318-3291

RECEIVED

SEP 16 2022

PLANNING DIVISION
 TOWN OF CONCORD MA

Application for CPA Funding
Due no later than 4:00pm on Friday, September 17, 2022

Applicant: Concord Housing Development Corporation

Co-Applicant (if applicable): _____

Assabet River Bluff - Housing Pre-development

Project Name: _____

Project Location/Address: 406 Old Marlboro Road, Parcel 2A Upland

Purpose: (Select all that apply)

- Open Space Community Housing Historic Preservation Recreation

Project Budget:

Amount of CPA Funds Requested: \$ 100,000

Amount from Other Funding Sources: \$ 50,000

Total Project Budget: \$150,000
 (If multi-year project, note current phase only)

Please check which of the following is included with this Application:

- | | |
|--|--|
| <input checked="" type="checkbox"/> One Paragraph Project Summary * | <input checked="" type="checkbox"/> Timeline * |
| <input checked="" type="checkbox"/> Map (if applicable) | <input type="checkbox"/> Architectural plans, site plans, photographs (if appropriate) |
| X <input type="checkbox"/> Narrative * | <input type="checkbox"/> Copy of Audit or most recent Financial Information (Non Profit Organizations Only)* |
| <input type="checkbox"/> Selection Criteria and Needs Assessment | <input type="checkbox"/> Letters of Support (if any) |
| <input checked="" type="checkbox"/> Detailed Project Budget * | |
| <input type="checkbox"/> Feasibility Assessment | |
| <input type="checkbox"/> Statement of Sustainability (if applicable) | |

* Required Documentation

The Contact Person for this Project is: Elizabeth Rust

All Correspondence should be mailed to: CHDC, 141 Keyes Road

The Contact Person can be reached by phone at: _____ or by email at: liz@RHSHousing.org

Signature of Applicant: *Liz Rust* President, Concord Housing Development Corporation

Signature of Property Owner (if different): _____

For Historic Preservation Projects Only – please check the box below left and acknowledge:

- I/We have read the U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties and understand that planning for and execution of this project must meet these standards.



**Concord Housing
Development Corporation**

September 16, 2022

To: Community Preservation Committee
From: Lee Smith, President
Re: Assabet River Bluff, CPA Request from CHDC, Project Narrative

Project Title: Assabet River Bluff – Housing Pre-development

Summary: The CHDC requests \$100,000 of CPA funds from 2023 Annual Town Meeting to support pre-development of five restricted affordable housing units including creating eligible housing units from the two existing apartments and designing the development of three new units in the remaining land area. The CPA funds are matched by \$50,000 of funds contributed by the Concord Housing Foundation.

The Assabet River Bluff housing property is the one-acre known as 406 Old Marlboro Road (OMR) and Parcel 2A Upland Road created in the purchase of the larger Assabet River Bluff property (the Town purchased 6 acres for open space and conservation and CHDC purchase the one acre for housing). There is the existing detached building at 406 Old Marlboro Road, and undeveloped land behind and adjacent to the Bruce Freeman Rail Trail. There **will** be a total of five affordable housing units on the CHDC properties.

This CPC request includes funds for both properties as detailed below.

406 Old Marlboro Road: Renovation

406 Old Marlboro Road is a duplex structure, with two one-bedroom units (top and bottom) currently used for rental housing. The budget and finances for the on-going property maintenance and rental management are not included in the CPA request and are funded through rental income and the balance of previously granted funds to the project pre-purchase.

The CPA request related to 406 Old Marlboro Road is to create eligible affordable housing units from the two existing apartments. This includes expenses for renovations and completing the regulatory process to restrict the two units, and add them to the Subsidized Housing Inventory.

Parcel 2A Upland: New Construction:

The remaining portion of the property is planned to be developed with new construction of SHI eligible, all affordable, with the potential for development as fossil-fuel free housing units.

The pre-development phase of the project includes the design of the housing on the site, preparation costs and funding sources, selection of a development partner and obtaining the zoning permit for development.

The CPA funds, available July 2023 (FY24), will be used to complete design, permitting and other pre-construction activities. These include a comprehensive conceptual site design with a public process, development of a project proforma and budget, the RFP process, site costs, and permitting expenses. Some of these activities will start in FY23 with the Concord Housing Foundation funds.

The CHDC gratefully appreciates the support from the Town and the Community Preservation Committee for this important project showing the power of mixed-use efforts, between open space and housing,

Sincerely,

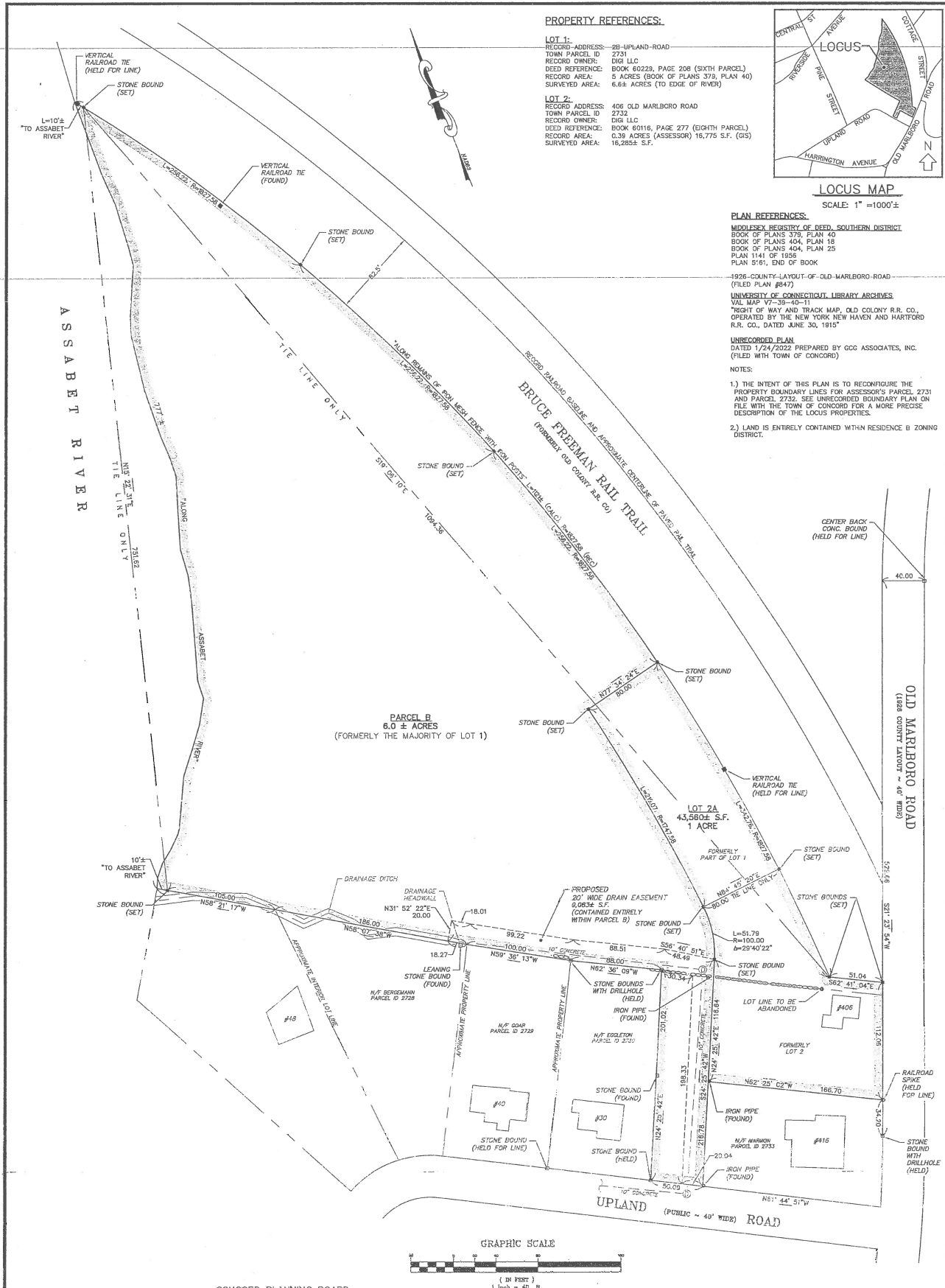
Lee Smith



**Concord Housing
Development Corporation**

Housing Pre-development Project Budget

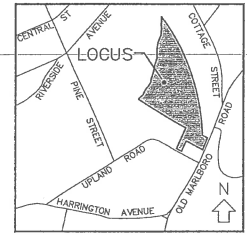
Item	Estimate	Comments
406 OMR: Renovations	\$60,000	Required for DHCD restriction
406 OMR: DHCD/LIP restriction	\$5000	Process to restrict the units and add to the SHI
2A: Conceptual Site Design	\$25,000	Lay out the buildings, access, parking and septic
2A: Proforma, Construction Estimates	\$10,000	Obtain current construction estimates and funding approach
2A: RFP and Legal Expenses	\$10,000	Issues and RFP and select developer partner
2A: Permitting	\$15,000	Obtain zoning permit
2A: Site work	\$25,000	Start site clearing work
	\$150,000	



PROPERTY REFERENCES:

LOT 1:
 RECORD ADDRESS: 29 UPLAND ROAD
 TOWN PARCEL ID: 2731
 RECORD OWNER: DIGI LLC
 DEED REFERENCE: BOOK 60229, PAGE 208 (SIXTH PARCEL)
 RECORD AREA: 5 ACRES (BOOK OF PLANS 379, PLAN 40)
 SURVEYED AREA: 6.6 ± ACRES (TO EDGE OF RIVER)

LOT 2:
 RECORD ADDRESS: 406 OLD MARLBORO ROAD
 TOWN PARCEL ID: 2732
 RECORD OWNER: DIGI LLC
 DEED REFERENCE: BOOK 60116, PAGE 277 (EIGHTH PARCEL)
 RECORD AREA: 0.39 ACRES (ASSESSOR) 16,775 S.F. (GIS)
 SURVEYED AREA: 16,285 ± S.F.



LOCUS MAP
 SCALE: 1" = 1000' ±

PLAN REFERENCES:

MIDDLESEX REGISTRY OF DEED, SOUTHERN DISTRICT
 BOOK OF PLANS 379, PLAN 40
 BOOK OF PLANS 404, PLAN 18
 BOOK OF PLANS 404, PLAN 25
 PLAN 1141 OF 1958
 PLAN 5761, END OF BOOK

1926 COUNTY LAYOUT OF OLD MARLBORO ROAD
 (FILED PLAN #847)

UNIVERSITY OF CONNECTICUT LIBRARY ARCHIVES
 VAL MAP V7-39-40-11
 "RIGHT OF WAY AND TRACK MAP, OLD COLONY R.R. CO.,
 OPERATED BY THE NEW YORK, NEW HAVEN AND HARTFORD
 R.R. CO., DATED JUNE 30, 1915"

UNRECORDED PLAN
 DATED 1/24/2022 PREPARED BY GCG ASSOCIATES, INC.
 (FILED WITH TOWN OF CONCORD)

NOTES:

- 1) THE INTENT OF THIS PLAN IS TO RECONFIGURE THE PROPERTY BOUNDARY LINES FOR ASSESSOR'S PARCEL 2731 AND PARCEL 2732. SEE UNRECORDED BOUNDARY PLAN ON FILE WITH THE TOWN OF CONCORD FOR A MORE PRECISE DESCRIPTION OF THE LOCUS PROPERTIES.
- 2) LAND IS ENTIRELY CONTAINED WITHIN RESIDENCE B ZONING DISTRICT.

CONCORD PLANNING BOARD

"APPROVAL UNDER THE SUBMISSION CONTROL LAW NOT REQUIRED."

DATE: _____
 PLANNING BOARD ENDORSEMENT IS NOT A DETERMINATION AS TO THE CONFORMANCE WITH ZONING REQUIREMENTS"

THIS PLAN WAS PREPARED IN ACCORDANCE WITH THE PROCEDURAL AND TECHNICAL STANDARDS FOR THE PRACTICE OF LAND SURVEYING IN THE COMMONWEALTH OF MASSACHUSETTS.

THE CERTIFICATIONS SHOWN HERE ARE INTENDED TO MEET REGISTRY OF DEED REQUIREMENTS AND ARE NOT A CERTIFICATION TO TITLE OR OWNERSHIP OF PROPERTY SHOWN.

I CERTIFY THAT THE PREPARATION OF THIS PLAN CONFORMS TO THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.

Havelock R. Purse-Glove 7/5/2022 DATE:
 HAVELOCK R. PURSE-GLOVE, P.L.S. #54318

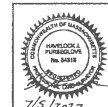
PREPARED FOR
 TOWN OF CONCORD, MASSACHUSETTS

SUBMISSION APPROVAL NOT REQUIRED
 PLAN OF LAND
 2B UPLAND ROAD & 406 OLD MARLBORO ROAD

GCG ASSOCIATES, INC.
 WILMINGTON MASSACHUSETTS

SCALE: 1" = 40' DATE: 06/09/2022 REV: 07/05/2022

JOB NO./FILE NAME: 2203-ANR DESIGNED BY: X.X.X. DRAWN BY: H.J.P. CHECKED BY: M.J.C. PLAN NO. 1 of 1





**Concord Housing
Development Corporation**

Assabet River Bluff – Housing Development

Milestones and Timeline

Item	Timing
Acquire Property	08/2022
Design site layout access and entrance, septic, parking, storage, homes. Evaluate converting existing structure back to single family. Review with boards, public, interested parties	03/2023
Issue Request for Proposal for construction. Determine Rental or ownership. Indicate building preferences and requirements, leaving room for developer design. Include indication of subsidy and target affordability level/s.	06/2023
Award Request for Proposal for construction, including Development Services Agreement if needed	2024
Obtain financing commitment for construction. Include Local funds. Likely to require town meeting with active campaign. Revise and refine construction costs quarterly	2024 - 2025
Obtain zoning permit for construction. Likely using Planned Residential Development (PRD) zoning. Requires the design documents, engineered site plan.	2025
Record Housing Restriction, using the Department of Housing and Community Development (DHCD) Local Initiative Program (LIP)	2026-2027
Convey property to developer, with closing documents, and appropriate agreements	2027
Construct Units, through phasing as designed	2028
Occupancy of Units, including resident selection	2028-2029

