



**Watertown Housing Partnership  
Meeting Minutes  
May 17, 2016  
Watertown Administration Building**

**Members In Attendance**

Fred Reynolds (Chair), Cliff Cook, Brian Costello (Watertown Housing Authority), Torey Dean, David Leon, Judge Paul Menton, Helen Oliver, and Andrea Adams (Senior Planner, Department of Community Development & Planning)

**Others in Attendance**

Jennifer Van Campen (Metro West Collaborative Development)

**I. Consider Amending the Requirements for Inclusionary Affordable Housing Town-Wide**

The Partnership used a draft version of the Zoning Ordinance Section 5.07. The consensus was to create a two-tier system of a 12.5% set aside and a 15% set aside, and two income levels, 65% and 80% of Area Median Income (AMI) for rental projects, and 80% for ownership projects. Ms. Van Campen noted that considering Comprehensive Permit projects, it may be easier to have the set aside at 15%. Ms. Oliver noted the two tiers by size of project helps address concerns about the potential for disparate impacts. Mr. Cook noted that larger projects, particularly rental projects, can more easily absorb the deeper subsidy with some units at 65% AMI. Mr. Costello said he was persuaded by the arguments that creating two tiers of set aside was warranted.

The Partnership discussed whether to keep or change the density bonus articulated in Section 5.07(j)(3). They debated whether to provide the density bonus automatically to a subset of projects, as the intent was to have a portion of the larger projects set aside units at 65% AMI. Mr. Cook moved to adjust the language of the Section to provide a density bonus to projects that provide units at 65% AMI in excess of the zoning requirement. Mr. Costello seconded the motion, and it passed unanimously.

The Partnership reviewed the proposed Text Amendment page by page, and made editing changes and spelling corrections. Mr. Cook moved to approve the proposed Text Amendment as changed by the Partnership's discussion. Mr. Dean seconded the motion and it was approved unanimously.

The Partnership discussed a draft cover memo to the Text Amendment, and attachments that would accompany the Text Amendment when it was transmitted to the Town Council. The consensus was to focus the memo, and incorporate text changes suggested by Mr. Leon. Mr. Cook said he could provide additional data on cost burden, to update the information in the 2013 Housing Production Plan. Mr. Leon also asked DCDP staff to produce a table that indicated all of the affordable housing units created since 2012.

**Adjourn**

Mr. Reynolds asked for a motion to adjourn the meeting.

Mr. Costello moved to adjourn the meeting, and Mr. Leon seconded the motion, which was unanimously approved. Meeting adjourned at 8:30 PM.