



**Watertown Housing Partnership
Meeting Minutes
June 21, 2016
Watertown Administration Building**

Members In Attendance

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

Others in Attendance

Jennifer Van Campen (Metro West Collaborative Development)

I. Draft Minutes (5/17/16)

Mr. Costello moved to approve the draft Minutes of May 17, 2016 as presented. Mr. Leon seconded the motion, which passed unanimously.

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

The Partnership used a draft version of the Zoning Ordinance Section 5.07. They discussed how to set an affordable resale price and how to calculate a present value for cash payment in lieu of units in a rental project. Ms. Oliver offered the Partnership a method of calculating the present value of units in a rental project. Ms. Van Campen recommended using the Total Development Cost value calculated annually by the Department of Housing and Community Development. She said it reflected the total cost to develop a unit of affordable housing, adjusted for geographic region in Massachusetts. The Partnership's consensus was that using Total Development Cost was more appropriate, as the cash in lieu payment was intended to allow Watertown to construct an affordable unit rather than a developer doing that as part of a project.

The Partnership discussed slightly changing the density bonus articulated in Section 5.07(j)(3). 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 discussed requiring all cash in lieu payments before issuance of the first Certificate of Use/Occupancy. Both Mr. Reynolds and Mr. Leon noted the Partnership/Town had experienced difficulty in the past in collecting in lieu payments after the first Certificate of Use/Occupancy had been issued. Mr. Leon moved to adjusted the text to require that all (100%) of cash in lieu payments be made prior to issuance of the first Certificate of Use/Occupancy. Mr. Cook seconded the motion, which passed unanimously.

The Partnership requested that DCDP staff draft cover memo to the Text Amendment for transmission to the Economic Development & Planning Subcommittee of the Town Council.

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 8:00 PM.