



PLANNING & DEVELOPMENT BOARD MEETING MINUTES

April 3, 2023

Members present:

Kelley Brown, Chair
Kevin McCormick, Vice-Chair
Lee Breckenridge, Member
Amy Dain, Member
Peter Doeringer, Member
Jennifer Molinsky, Member
Jyothsna Buddharaju, Alternate
Barney Heath, *ex officio*

Ruthanne Fuller
Mayor

Staff present: Amanda Berman, Director of Housing & Community Development
Nika Sandal, Senior Community Development Planner
Joseph Iadonisi, Planning Associate
Jonah Temple, Deputy City Solicitor

Barney Heath
Director

Planning & Development

Joseph Iadonisi
Planning Associate

Meeting held virtually by Zoom Meeting at 7:00 p.m.

1. FY24 Annual Action Plan Public Hearing

Amanda Berman, Director of Housing and Community Development, and Nika Sandal, Senior Community Development Planner, made a presentation (attached) of the proposed FY24 Annual Action Plan for the use of Newton's forthcoming Community Development Block Grant, HOME Housing Investment Partnership Program, and Emergency Solution Grant (ESG).

Following the presentation, the public hearing was officially opened. Mr. Brown opened by requesting comment from any member of the public. Ms. Molinsky asked about housing production in the Consortium communities. Ms. Berman indicated that the smaller communities tend to struggle with production, but Brookline, Framingham, and Waltham are active. The bigger communities like Newton, tend to have more resources (CPA, CDBG, HOME) which help leverage resources. Mr. McCormick asked about the Housing Authority's 57 scattered site units. Ms. Berman responded that this portfolio was acquired from the private market by the Housing Authority. Upon a motion by Mr. McCormick, seconded by Ms. Molinsky, and unanimously approved the public hearing was closed. Upon a motion by Ms. Molinsky, seconded by Mr. Doeringer, the FY24 Annual Action Plan was recommended for approval and passed by a vote of 6-0-1 (Mr. Heath abstaining).

2. Deliberation/Potential Vote on Rezoning Petitions

- a. Petition #355-22 Request to Rezone 2 parcels (11 Florence Street/318 Boylston Street) to Business Use-4

Attorney Buchbinder was recognized to present on the request for the zoning change for 11 Florence Street. Attorney Buchbinder presented a revised and updated presentation of his client's request to rezone the two properties to a BU-4 use for assisted living. Attorney Buchbinder reported that efforts to reach an agreement with the abutting property owners at the "Residences" were proceeding favorably. Attorney Buchbinder maintained that a legitimate public purpose was achieved in the rezoning by providing needed elderly assisted living units.

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Members
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Peter Doeringer, Member
Jennifer Molinsky, Member
Barney Heath, *ex officio*
Laxmi Rao, Alternate
Jyothsna Buddharaju, Alternate

Attorney Ed Allcock, representing the condominium owners at the "Residences", spoke that the condominium board has an agreement in principle to support the project. Ongoing efforts are proceeding to get an agreement from all 58-unit owners to agree to the terms.

Mr. Doeringer questioned whether the concerns of neighbors should be balanced against the potential public benefit when considering a zone change.

Ms. Dain asked about why the Special Permit was not also eligible for a majority vote under Housing Choice. Deputy Solicitor Temple responded that it is the City's position that the assisted living units to be created do not constitute dwelling units and therefore, are not considered additional housing units under the Housing Choice legislation.

Ms. Molinsky asked about the distinction between beds and dwelling units. Attorney Temple responded that the City's definition of a dwelling unit has a kitchen.

Ms. Breckenridge offered that the Board should leave the hearing open until the negotiations with the "Residence" owners are concluded. She also suggested that the Board may wish to hold the Board's decision until details of the Special Permit are ironed out.

Mr. McCormick is comfortable moving forward with the rezoning request with the information that has been presented.

Mr. Doeringer indicated that he would be more comfortable knowing more about the appropriateness of the project before voting on the rezoning.

Ms. Dain asked whether the rezoning was tied to just this project. Attorney Temple indicated that the City Council's practice has been to tie the rezoning to the specific project.

Upon a motion by Ms. Breckenridge, seconded by Mr. McCormick, the rezoning matter was held by a 7-0 vote.

3. Village Center Zoning/ MBTA Communities Discussion

Mr. Heath made a presentation of the proposed Village Center Overlay District and compliance with the MBTA Communities Law.

4. Landmark Updates

Mr. Heath indicated that a couple of Landmark requests are coming forward for the Newton Historical Commission in the next couple of months. The Planning Board has a role in providing a recommendation if a landmark is advanced to a designation hearing.

5. Adjournment

Upon a motion by Mr. McCormick, the meeting was adjourned at 9:10 p.m.

FY24 DRAFT Annual Action Plan Planning & Development Board Public Hearing

April 3, 2023



The City of Newton & WestMetro HOME Consortium

Housing & Community Development Division

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Barney Heath, Director of Planning and Development Department

Amanda Berman, Director of Housing and Community Development

Shaylyn Davis, Housing Program Manager

Malcolm Lucas, Housing Planner

Nika Sandal, Community Development Planner

Allison McIntyre, Housing Development Planner

Doug Desmarais, Construction Manager

Lauren Nowlan, Grants Compliance and Accounting Coordinator

Janet Antonellis, Administrative Assistant

Rhodora Lantion, Fiscal Manager

P&D Board Recommendation

(from the City of Newton Citizen Participation Plan)

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- The P&D Board is the entity responsible for conducting public hearings for the Newton Housing and Community Development Program.
- Following the public hearing, the Planning and Development Board forwards its recommendation to the Mayor.
- The City Council is the final citizen policy body that reviews and takes action on the Annual Action Plan. The City Council considers and then votes on approval of the submission of the proposed Plan and on acceptance of the CDBG, HOME and ESG grants from HUD.

P&D Board Recommendation

(from the City of Newton Citizen Participation Plan)

- Citizens and other interested parties may present oral comments at the time of the hearing and/or submit written comments for 30 days after the public hearing for the proposed Annual Action Plan.
- The City will consider the views of all citizens, organizations and agencies, and other interested groups in preparing the final Annual Action Plan.
- Following the public comment period, staff must submit the final plan to the Mayor for her review and approval.
- Once the plan is accepted and certified by the Mayor, it is submitted to HUD.

Purpose of Federal Funds

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- **Community Development Block Grant (CDBG):** Provision of decent housing, suitable living environments, and the expansion of economic opportunities for low-to-moderate income persons.
- **HOME Investment Partnerships Program (HOME):** Creation of affordable housing for low-income households, including building, acquiring, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance.
- **Emergency Solutions Grant (ESG):** Supports outreach, operations and improvements of shelters, and prevention/rapid rehousing services for homeless and at-risk individuals and families.

Planning Process

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Low- to Moderate-Income

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Low-to-Moderate Income (LMI) refers to a gross annual household income at or below 80% of the area median income (AMI).

Number in Family	30% of Area Median Income	50% of Area Median Income	80% of Median Income*
1	\$29,450	\$49,100	\$78,300
2	\$33,650	\$56,100	\$89,500
3	\$37,850	\$63,100	\$100,700
4	\$42,050	\$70,100	\$111,850
5	\$45,450	\$75,750	\$120,800
6	\$48,800	\$81,350	\$129,750
7	\$52,150	\$86,950	\$138,700
8 or more	\$55,550	\$92,550	\$147,650

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FY24 Annual Action Plan

Annual Action Plan Timeline

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Dec. 2022 – March 2023	Advisory committee meetings
Feb. – April 2023	Development of FY24 Annual Action Plan (AAP)
April 3, 2023	Public Hearing on Draft FY24 AAP
April 3 – May 2, 2023	Public comment period
April 10, 2023	FY24 AAP presented to ZAP
May 10, 2023	Mayor approves FY24 Annual Action Plan
May 15, 2023	Submission of FY24 Annual Action Plan to HUD
July 1, 2023	Start of FY24 program year

FY24 Annual Action Plan Consultations

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Meeting / Consultation:	Date:
ESG/CoC Priorities Mtg.	12/5
WestMetro HOME Consortium Mtg.	2/2
Newton Housing Partnership	1/17
Fair Housing Committee	2/1
Commission on Disability	1/9
Human Service TA Session	1/12

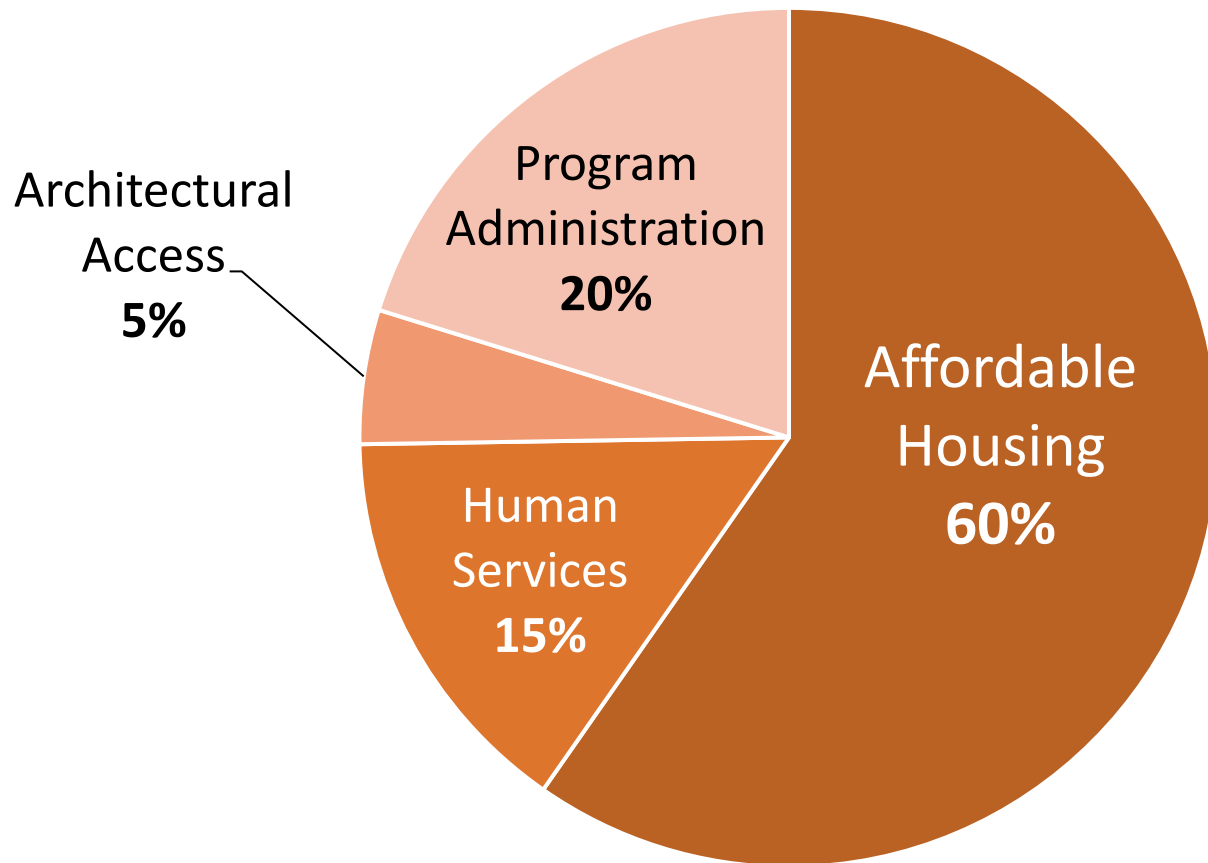
FY24 Allocation of Funds

- FY24 allocations released by HUD on February 28, 2023

Program	FY24
Community Development Block Grant (CDBG)	\$1,864,303
HOME Investment Partnerships Program (HOME)*	\$1,652,605
Emergency Solutions Grant (ESG)	\$164,388
Total	\$3,681,296

*Of this total, Newton is anticipated to receive \$145,225.85 in HOME Entitlement funds

Recommended FY24 CDBG Allocation



FY24 Goals and Activities

Goals for FY24 Annual Action Plan

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1. Affordable Housing
2. Fair Housing
3. Human Services
4. Supportive Services for Homeless and At-Risk of Homelessness
5. Architectural Access

Goal #1: Affordable Housing

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Create, preserve, and rehabilitate safe, decent, and affordable rental and ownership housing and provide financial support to income-eligible first-time homebuyers.



FY24 Affordable Housing Program

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- **Production of Affordable Units:** To increase affordable rental and homeowner housing units
- **Preservation of Affordable Units:** To preserve the affordability of existing housing units
- **Rehabilitation of Existing Units:** To support the rehabilitation of affordable homeowner and rental units, including public housing
- **Support Affordable Homeownership:** To provide financial support for low- to moderate-income first-time homebuyers purchasing deed-restricted affordable units

Production & Preservation of Affordable Units

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Projects that began in previous fiscal years:

1. Haywood House – Newton Housing Authority

- 55 affordable rental units for seniors earning between 30% - 99% AMI
- Construction began in Spring 2021 and expected to be complete this Summer

2. Golda Meir House Expansion Project – 2Life Communities

- 68 affordable rental units for seniors ranging from 30%-99% AMI, including 9 units for chronically homeless adults with disabilities
- Construction began in Summer 2021 and expected to be complete this Summer

3. Coleman House Senior Housing Preservation Project – 2Life Communities

- Comprehensive rehab and preservation of 146 existing very low and extremely low-income senior housing units
- Construction began Summer of 2021 and expected completion in Fall 2023

Production & Preservation of Affordable Units

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Projects that began in previous fiscal years (con't):

4. NHA Acquisition of CAN-DO's Existing Affordable Housing Portfolio

- 33 units spread across 12 scattered site projects in Newton
- Tenants include extremely low- and low- income individuals who require a variety of supportive services
- Funding supported the debt reduction as part of acquisition, as well as rehabilitation of units across the portfolio
- CDBG-funded rehab work to be completed in early FY24

5. Nonantum Village Place

- 35 units of affordable housing for very low-income seniors
- Replacement of three levels of roofing and insulation, replacement of portions of building siding and trim, painting of entire exterior of building, replacement of existing air conditioning system for new heat pumps in all units to provide heating and cooling, replacement of common area AC units with higher efficiency units, and installation of a 35.3 kW solar photovoltaic and battery storage system
- Funding also provided by Newton CPA; Gap Energy Grant received from MA DEP
- Expected completion – Fall 2023

Production & Preservation of Affordable Units

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Potential FY24 and Future Housing Projects:

✓ **Newton Housing Authority's Management Portfolio**

- 57 units at 13 properties (not including former CAN-DO portfolio)
- Units for low-income families and individuals
- 2019 Capital Needs Assessment revealed \$2,924,044 in recommended Year 1 expenditures

✓ **West Newton Armory**

- Redevelopment into 43 units of affordable housing
- Metro West / Civico Development Team
- Pre-commitment of FY24 & FY25 CDBG (\$930,000) and Newton HOME (\$132,023) funds (approved on 4/12/22)
- Project expected to be complete in FY26

Support Affordable Homeownership

Downpayment Assistance

To provide financial support for low- to moderate-income first-time homebuyers purchasing deed-restricted affordable units through the provision of a \$10,000 grant

Up to **3 income-eligible homebuyer** estimated to be assisted in FY24

Rehabilitation of Existing Units

Housing Rehabilitation Program

- Support the rehabilitation of affordable homeowner and rental units, including Newton Housing Authority and nonprofit housing units
- Rehabilitate **3 homeowner units**
- Complete rehab work on **7** of the 13 CAN-DO properties - **rental units** (NHA Acquisition)



Goal #2: Fair Housing



Continued education around fair housing laws, regulations and their enforcement are critical to ensuring that every individual and household has equal opportunity and access to affordable housing in Newton and across the WestMetro HOME Consortium.

➤ FY24 Fair Housing Program

- Collaborate with the FHC and HOME Consortium to increase knowledge about fair housing laws and obligations – Fair Housing Month
- Continue implementation of Analysis of Impediments report
- Fair housing testing program throughout Consortium
- Consider policy changes related to findings from MAPC parking utilization study

Goal #3: Human Services

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Financial support for projects that directly provide stability across the lifespan for Newton's low- to moderate-income population.



Above (clockwise, from top-left): John M. Barry Boys and Girls Club; The Carroll Center for the Blind; and Newton Community Development Foundation (NCDF)

FY24 Human Service Program

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Human Service program capped at 15% of annual allocation
FY24 Entitlement + FY23 Program Income = \$305,600

January 4, 2023: Human Service RFP was released



Requests totaling \$467,769.52 from 15 agencies



February 13, 2023: RFP Review Committee
(Dept. of Planning & Development, Dept. Health and Human Service, and
Executive Office)

FY24 Human Service Program

- **Evaluation Process**

- City's three priority areas:
 - i. Enrichment and Care for Vulnerable Youth, Ages 0-18
 - ii. Stability and Self-Sufficiency for Vulnerable Adults, Ages 19-61
 - iii. Promoting Economic Security and Vitality for Older Adults, Ages 62+
- Target population
- Past and current performance
- Staff capacity
- Most pressing needs in the community

- **Recommendation to fund 15 projects**

FY24 Human Service Program Recommended Awards

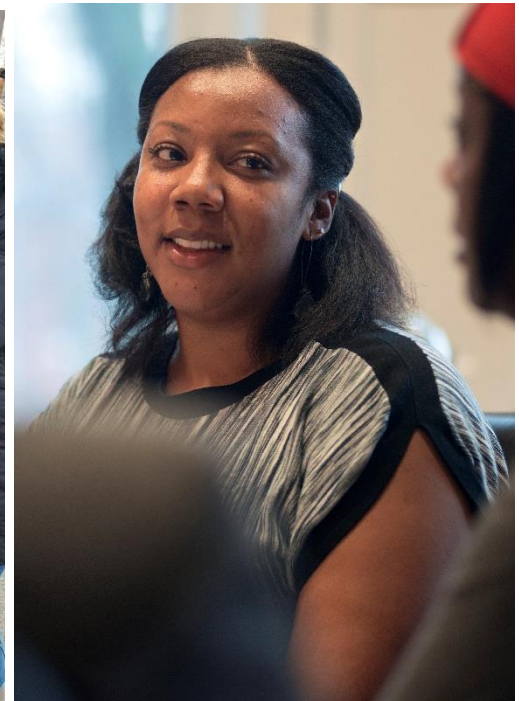
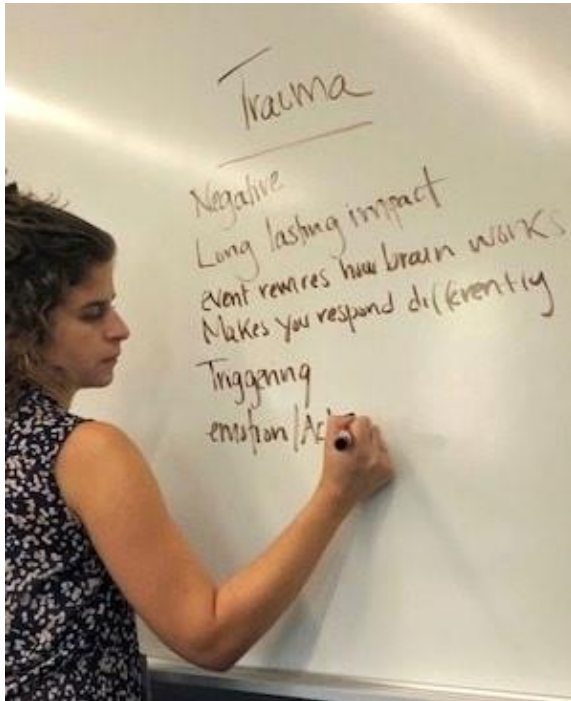
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Agency	Projects	Allocation
West Suburban YMCA	Childcare Financial Aid Program	\$24,900.00
Horace Cousens Industrial Fund	Emergency Grants for Vulnerable Individuals and Families	\$24,900.00
Newton Community Development Foundation	NCDF Resident Services Program	\$35,000.00
Newton Housing Authority	NHA Resident Services Program	\$35,000.00
The Second Step	Community Programs for Adult Survivors of Domestic Violence	\$35,000.00
Family ACCESS of Newton	Social Mobility for Young Families	\$15,000.00
2Life Communities, Inc	CaringChoices and Wellness Nursing for Low-Income Seniors	\$15,000.00
Newton Department of Parks, Recreation and Culture	Financial Aid for Youth Summer Camp	\$14,900.00
John M. Barry Boys and Girls Club of Newton	Financial Aid for Teens and Families	\$24,900.00
The Carroll Center for the Blind	Career and Vocational Rehabilitation Services for the Blind and Visually Impaired	\$13,000.00
Jewish Big Brothers & Big Sisters (JBBBS)	JBBBS Mentoring Initiatives	\$10,000.00
Jewish Family and Children's Services	Stabilization and Recovery Services for People with Persistent Mental Illness and/or Autism Spectrum Disorder (ASD)	\$15,300.00
Pathway to Possible	Part Time Funding for P2P Clinical Social Worker	\$10,000.00
Plowshares Education Development Center, Inc.	Tuition Assistance for Pre-School and School-Age Care and Education	\$11,000.00
Riverside Community Care	Mental Health Services Promoting Health, Well-Being, and Self-Sufficiency	\$21,700.00
Total		\$305,600.00

Goal #4: Supportive Services for Homeless and At-Risk of Homelessness

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Provide supportive services for individuals and families that are homeless or at-risk of homelessness, including financial support for existing emergency and transitional housing.



Above Left to Right: REACH Beyond Domestic Violence; Community Day Center of Waltham; Brookline Community Mental Health Center

FY23 Emergency Solutions Grant

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December 8, 2022: BNWW CoC approved funding priorities



January 4, 2023: ESG RFP was released

Received 6 proposals from 5 agencies, totaling
\$172,106.00 in ESG requests



February 17, 2023: RFP Review Committee
(Dept. of Planning & Development, Dept. Health and Human Service,
Executive Office, Balance of State CoC, and BNWW CoC members)

FY24 Emergency Solutions Grant

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Eligible ESG Components	FY23 Award	FY24 Recommendation
Emergency Shelter Services	\$99,035.00	\$98,307.00
Homelessness Prevention	\$27,235.00	\$27,289.00
Rapid Re-housing	\$26,410.00	\$26,462.00
Street Outreach	\$0.00	\$0.00
HMIS	\$0.00	\$0.00
Administration	\$12,379.00	\$12,330.00
TOTAL	\$165,059.00	\$164,388.00

FY24 Emergency Solutions Grant Recommended Awards

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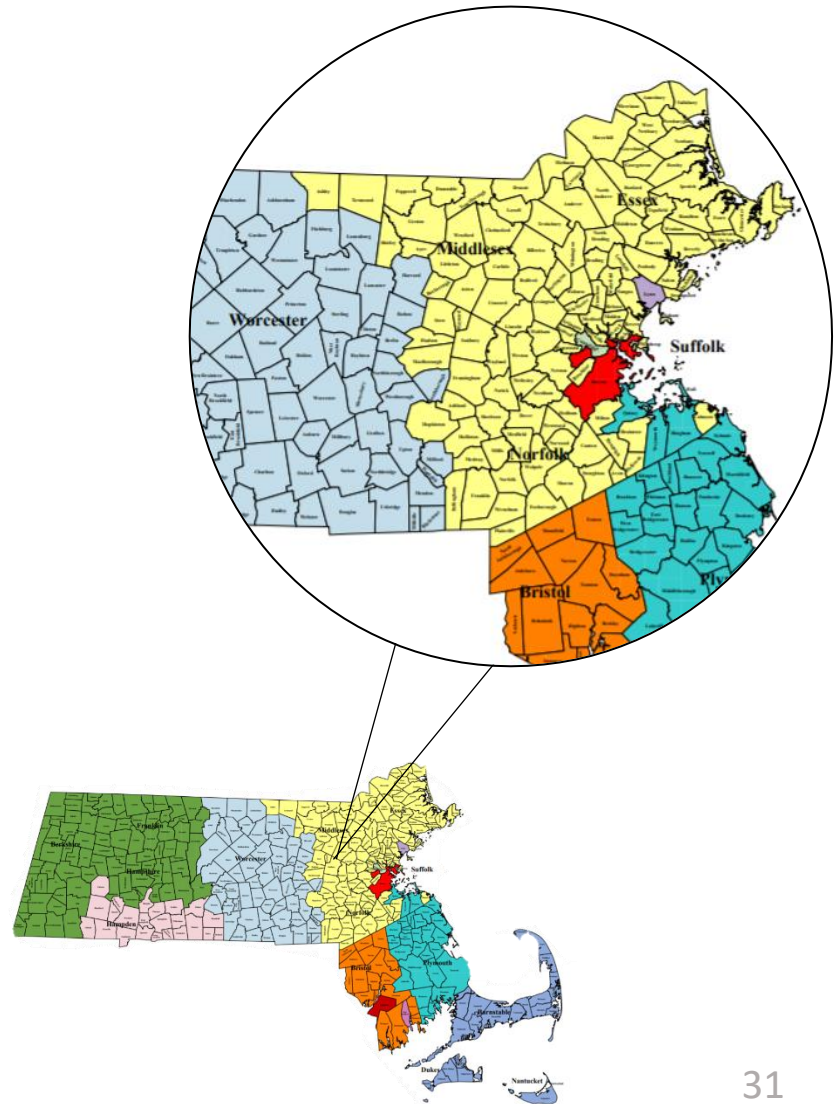
ESG Component	Agency	Project	Recommended Award
Emergency Shelter Services	Community Day Center of Waltham	Integrated Day and Seasonal Night Shelter Program	\$43,180.00
	REACH Beyond Domestic Violence	Emergency Shelter for Survivors of Domestic Violence	\$25,060.00
	The Second Step, Inc	Residential Shelter Program	\$30,070.00
Homelessness Prevention	Brookline Community Mental Health Center	Homelessness Prevention	\$27,290.00
Rapid Re-housing	Brookline Community Mental Health Center	Rapid Re-housing	\$26,460.00
Administration <i>(capped at 7.5%)</i>	City of Newton	Program Administration	\$12,328.00
Total			\$164,388.00

ESG funds support projects and programs in the Brookline – Newton – Waltham – Watertown CoC region

Continuum of Care

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- BNWW CoC merged with MA Balance of State (BoS) CoC
- DHCD administers McKinney-Vento funds, including application submission and project monitoring
 - BoS CoC awarded \$23.9M of FFY22 CoC BNWW awarded \$3.3M.
 - FY23 numbers have not been released yet.
- On February 23, 2022, DHCD conducted the FY22 Point-in-Time Count (PITC).



Goal #5: Architectural Access

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Removal of material and architectural barriers restricting mobility and accessibility of elderly or severely disabled persons, through public thoroughfares, public buildings, parks and recreational facilities, and nonprofit agencies



FY24 Architectural Access Program DRAFT

5% (\$95,000) of FY24 CDBG funds will fund:

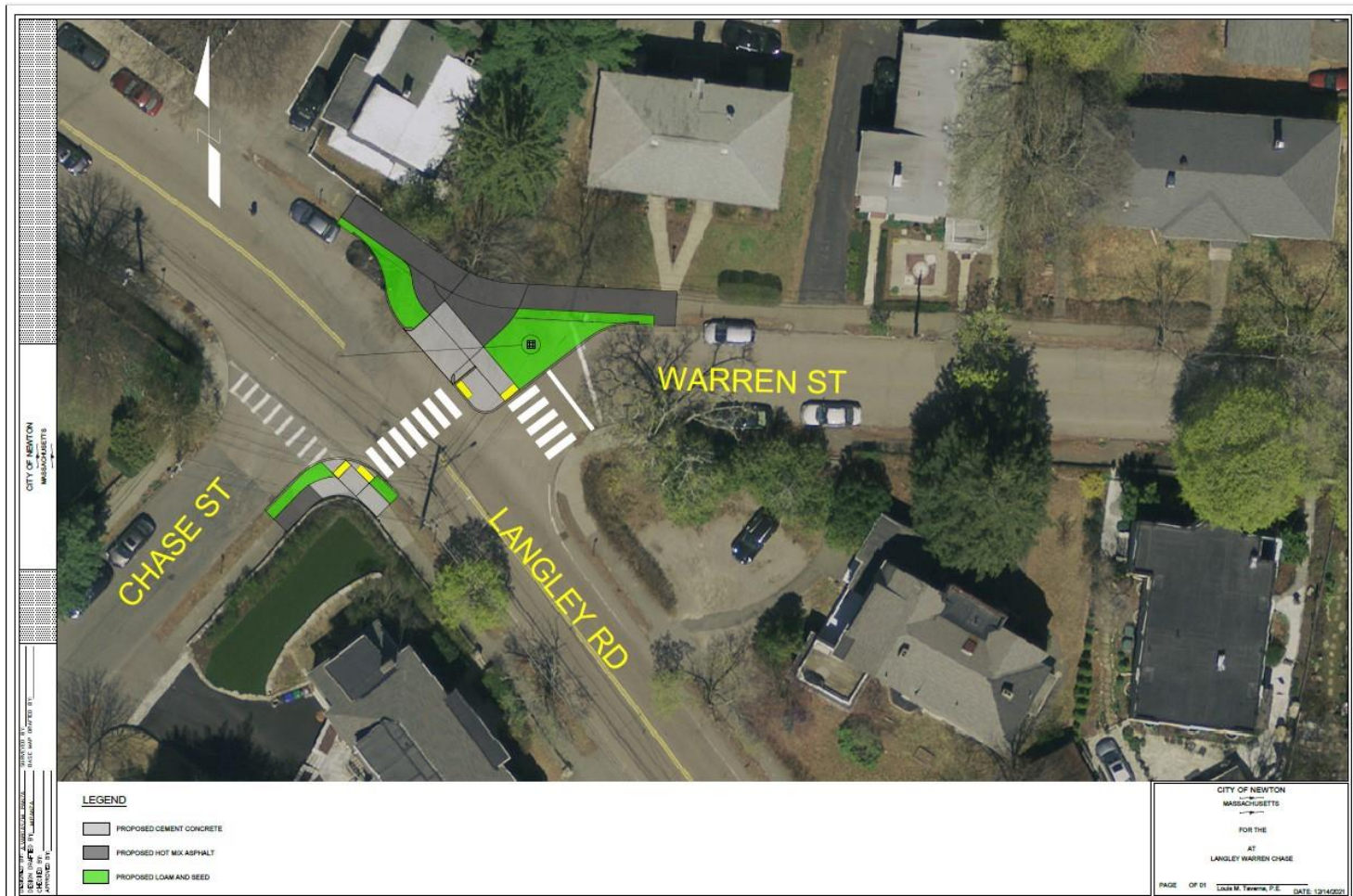
- City Hall Campus Exterior Access Improvements (\$42,000)
- Architectural Access projects TBD (\$48,210)



Architectural Access Program

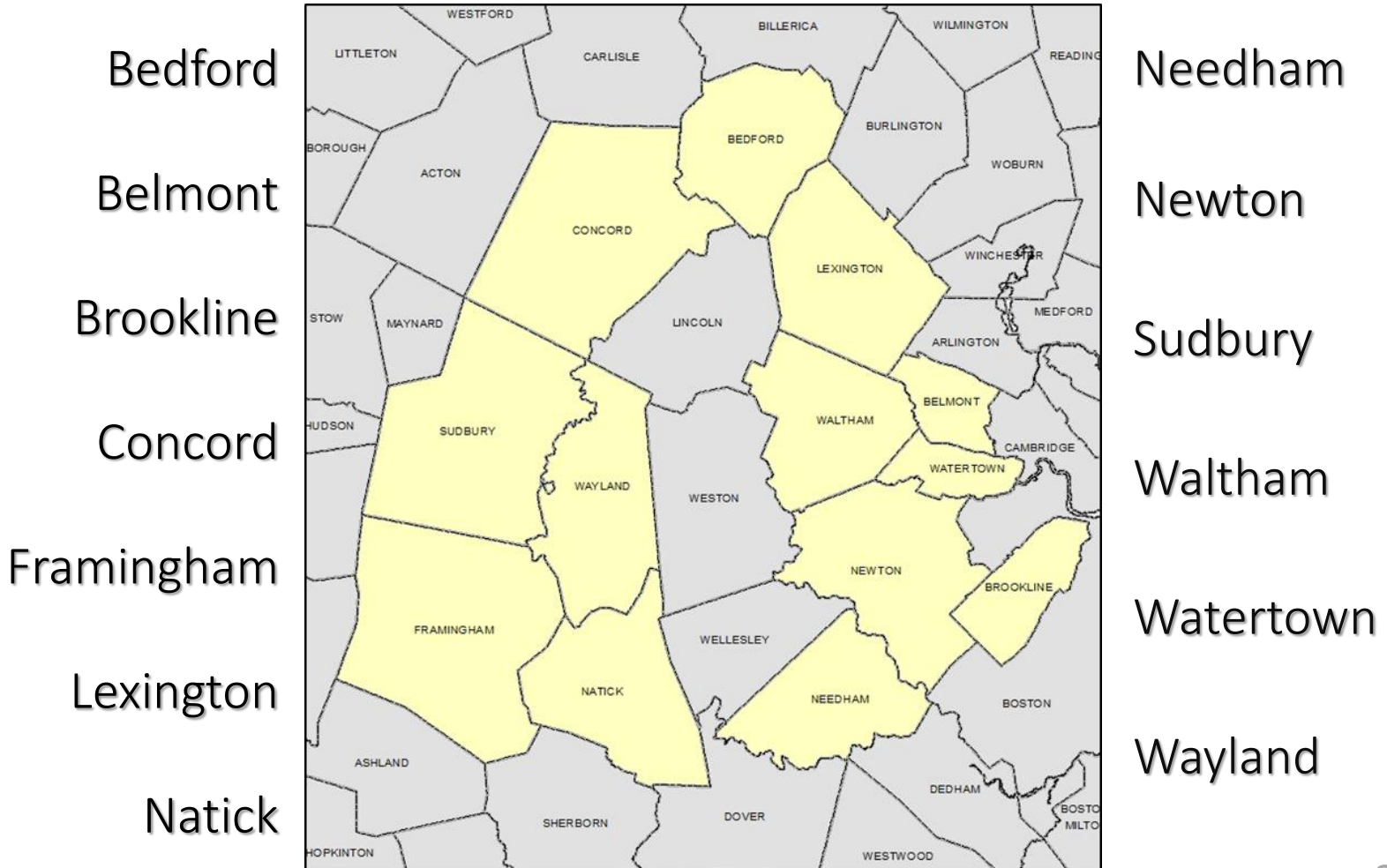
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The creation of two accessible crossings at the three-way intersection of Langley Road, Warren Street and Chase Street (using FY23 funds) will be complete in FY24



WestMetro HOME Consortium

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WestMetro HOME Consortium Goals

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Rehabilitation of Existing Units

- Brookline – BHA, 154-156 Boylston St. (6 units)
- Framingham (Carlson Crossing, 125 units)
- Newton (Coleman House, 146 units)
- Waltham (Beaverbrook, 60 units)

Production of Affordable Units

- Brookline (108 Centre Street, 54 units)
- Framingham (Carlson Crossing, 7 units)
- Newton (Gold Meir House, 68 units; West Newton Armory, 43 units)
- Wayland (12 Hammond Road, 1 unit)

Tenant Based Rental Assistance

- Bedford
- Framingham
- Natick
- Waltham
- Wayland

TOTAL: 30 estimated households in FY24

HOME-ARP

- ❖ The WestMetro HOME Consortium was awarded approximately \$5 million as part of the American Rescue Plan that will be administered through the HOME program (HOME-ARP). HOME-ARP funds will assist individuals and/or families who are experiencing or are at-risk of homelessness and other vulnerable populations.
- ❖ The WestMetro HOME Consortium underwent an extensive public consultation, Needs Assessment, and Gap Analysis developed by Barrett Planning Group to write the HOME-ARP Allocation Plan. The Plan describes the current regional unmet housing and program delivery needs, the proposed HOME-ARP activities, and the production goals of affordable rental units. **The plan was submitted to HUD on March 29, 2023.**
- ❖ Based on the findings from the Plan, the Consortium voted to allocate the HOME-ARP funds to the following eligible activities:
 - \$2,545,918 (47%) to the development of affordable rental housing
 - \$1,000,000 (18%) to the acquisition and development of non-congregate shelters
 - \$750,000 (14%) to supportive services
 - \$300,000 (6%) to tenant-based rental assistance
 - \$811,044 (15%) to administration and planning

Citizen Participation Plan Amendments

➤ Newton’s Citizen Participation Plan – Newton TAB is no longer named

Notice of Meetings (pg. 5 - 6)

New language

- Public notices for public hearings for the proposed Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan, and CAPER will be advertised in a newspaper with regional circulation at least ten calendar days prior to each hearing.

Old language

- Public notices for public hearings for the proposed Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Annual Action Plan, and CAPER will be advertised in the Newton TAB at least ten calendar days prior to each hearing.

Citizen Participation Plan Amendments

➤ WestMetro HOME Consortium’s Citizen Participation Plan – individual papers are no longer named

Notice of Meetings (pg. 3)

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Old language

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- Newton TAB · Bedford Minuteman · Belmont Citizen Herald · Brookline TAB
- Framingham TAB · Lexington Minuteman · Lincoln Journal · Natick Bulletin · Needham Times · Sudbury Town Crier · Waltham News Tribune · Watertown TAB & Press · Wayland Town Crier

30-Day Public Comment Period

Plan available at: www.newtonma.gov/gov/CDBG

- Email comments and questions to aberman@newtonma.gov
 - 30-day comment period ends Tuesday, May 2, 2023
 - Submission deadline to HUD: May 15, 2023
- Call the Planning Department at 617.796.1147
- Sign up for the Department's Friday Report by registering at: <http://www.newtonma.gov/gov/planning/news.asp>

April 3 Public Hearing

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Questions / Comments?

Thank you!