

City of Newton



Ruthanne Fuller  
Mayor

**Newton, Massachusetts Community Preservation Program and  
HOME Investment Partnerships Program  
FUNDING REQUEST**

PRE-PROPOSAL

PROPOSAL

(For staff use)  
date rec'd:

Please submit this completed file directly – do not convert to PDF or other formats.

For full instructions, see [www.newtonma.gov/cpa](http://www.newtonma.gov/cpa) or contact us:

Community Preservation Program Manager,  
City of Newton Planning & Development Department, 1000 Commonwealth Ave., Newton, MA 02459  
[lkritzer@newtonma.gov](mailto:lkritzer@newtonma.gov) 617.796.1144

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.

<b>Project TITLE</b>	<b>Haywood House/Jackson Road Senior Housing Additional Funding</b>			
<b>Project LOCATION</b>	Full street address (with zip code), or other precise location. Jackson Road (83-127 Kennedy Circle, Newton Corner MA 02458)			
<b>Project CONTACTS</b>	Name & title or organization	Email	Phone	Mailing address
<b>Project Manager</b>	Amy Zarechian, Exec. Director, Newton Housing Authority	azarechian@newtonhousing.org	617-552-5501	82 Lincoln Street Newton Highlands, MA 02461
<b>Project FUNDING</b>	<b>A. CPA funds requested:</b> \$77,900	<b>B. CDBG funds requested:</b> \$250,000	<b>C. Other funds to be used:</b> \$29,492,036	<b>C. Total project cost:</b> \$29,819,936
<b>Project SUMMARY</b>	<p>Explain how the project will use the requested CPA funds. You may provide more detail in attachments, but your PROJECT SUMMARY MUST FIT IN THE SPACE BELOW. Use a cover letter for general information about the sponsoring organization's accomplishments.</p> <p>The proposed site of Haywood House is approximately 25,000 square feet of undeveloped property owned by the Newton Housing Authority (NHA), next to its existing Jackson Gardens Federal Public Housing development. The proposed development will consist of 55 one-bedroom units of new construction rental housing for seniors. Thirty-two of the units will be designated for seniors with incomes at or below 60% of AMI. Eleven of these units will be occupied by households at 30% of AMI or below. In addition, twenty-three of the units will be designated for residents with income between 80% and 99% of AMI. Four of the units will be set aside for individuals experiencing homelessness or at risk of becoming homeless. The project will include parking and new community spaces (including a library, community room, and fitness center) to be utilized by residents of the development and others in the community. The development will be funded primarily by leveraging Low Income Housing Tax Credits.</p> <p>The CPC previously committed to contributing \$3 million to the project. The NHA is asking for an additional contribution of \$327,900 in combined CPC and CDBG funds to cover costs that have been incurred as the project has progressed. During the special permit process with the City, NHA was asked to include an additional ramp, and to keep all vehicle traffic on JFK Circle instead of Jackson Road, which required the addition of a material lift for transporting trash barrels to the main floor. Additionally, the project is facing an increase in costs due to current market conditions. The general contractor recently received bids from sub-contractors and costs were higher than anticipated. NHA is requesting additional assistance from CPC to cover the current funding gap. These additional funds are greatly needed to ensure that the closing and construction can move forward in Fall 2020.</p>			

<b>Project TITLE</b>		<b>Haywood House/Jackson Road Senior Housing Additional Funding</b>				
<b>USE of CPA and HOME Funds</b>		<b>COMMUNITY HOUSING</b>		<b>Create</b>	✓	
New construction ✓		Mortgage buydown/ refinance		Site preparation/ remediation ✓		
<b>TARGET POPULATION, TYPE OF HOUSING, SPECIAL FEATURES – Check&amp; describe all that apply.</b>						
Individuals ✓	Families ✓	Seniors ✓	Homeless/At Risk of Homelessness ✓		Rental ✓	
<p><b>Special needs/disabilities (identify population &amp; provider of support services, if any):</b> The development will have three accessible units specifically designed for mobility impaired residents and all units will be designed to be visitable and potentially adaptable. In addition, all common and community spaces will be fully accessible to all residents. The NHA will be coordinating the provision of social services through partnerships with a variety of local service providers based on the needs of the residents. The NHA Resident Services Department will promote the objectives of healthy aging and community building at Haywood House by targeting its programming in the following three focus areas: 1) Providing health and wellness activities, 2) Administering on-site clinical and case management support, and 3) Reducing social isolation in older adults and persons with disabilities.</p>						
<p><b>Special features (historic preservation, sustainability, etc.):</b> Haywood House will be LEED certifiable. Some of the sustainable features and practices incorporated in the design include: construction waste recycling, LED light fixtures, public transportation access, managed storm water, heat island effect roofing, reflective roof systems, light pollution reduction, water efficient landscaping, controllable lighting, low-flow plumbing fixtures, water metering, recycled content, recycling program, low emitting materials, composite woods, outdoor air delivery monitoring, thermal comfort, enhanced commissioning, enhanced refrigerant management, and optimized energy performance.</p>						
<b>UNIT COMPOSITION</b> <i>List number of units in each category. Please identify which units are the HOME funded units.</i>						
<b>UNIT TYPE</b>	<b>≤ 30% AMI *</b>	<b>≤ 60% AMI</b>	<b>≤ 80% AMI</b>	<b>&lt;100% AMI</b>	<b>No Income Restriction (Market-Rate)</b>	<b>TOTAL</b>
<b>1 BR</b>	11	21		23		<b>55</b>
<p><b>COMMUNITY NEEDS</b> From each of at least 2 plans linked to the <a href="#">Guidelines &amp; Forms</a> page of <a href="http://www.newtonma.gov/cpa">www.newtonma.gov/cpa</a>, provide a brief quote with plan title, year, and page number, showing how this project meets previously recognized community needs. You may also list other community benefits not mentioned in any plan.</p> <p>Haywood House will meet several of the City’s stated goals for increasing access to affordable housing in the community. This development will have a meaningful impact on the City’s goal to reach 10% subsidized units, as outlined in 40B regulations. In Newton’s Comprehensive Plan (5-12), it states, “We want out stock of housing to match the social and economic diversity of our population” by increasing rental opportunities “for the entire range of low, moderate, and middle income families.” Haywood House will provide 55 units of mixed income housing which will be affordable to families at low and moderate incomes. In the Housing Strategy document for Newton Leads 2040, the City of Newton identified a growing population of residents over the age of 55 years old as well as a “lack of housing options in Newton for smaller households and residents that seek to downsize.” Haywood House will consist of one-bedroom apartments for seniors ages 62 and older, which will help to meet the growing need for small affordable units for Newton’s growing aging population. In addition, four units will be set aside for elderly people facing homelessness; Haywood House</p>						

will provide permanent housing with supportive services for this vulnerable population in accordance with the recommendations outlined in Housing Needs Analysis and Strategic Recommendations.

Project TITLE	Haywood House/Jackson Road Senior Housing Additional Funding	
SUMMARY CAPITAL/DEVELOPMENT BUDGET		
Uses of Funds	(rounded amounts)	
Acquisition		\$1.00
Construction costs (hard costs, general conditions, overhead, profit, contingency)		\$23,640,768
Soft Costs		\$3,652,822
Developer Fee/Overhead		\$2,000,000
Reserves		\$526,345
<b>D. TOTAL USES</b> (should equal C. on page 1 and E. below)		<b>\$29,819,936</b>
Sources of Funds	Status (requested, expected, confirmed)	(rounded amounts)
Newton CPA Funds	Requested	\$77,900
Newton CDBG Funds	Requested	\$250,000
Newton CPA Funds (Previous Application)	Confirmed	\$3,000,000
Newton CDBG Funds		\$625,000
Federal and State Low Income Housing Tax Credits		\$11,855,000
Permanent Bank Loan		\$8,600,000
State HOME Funds		\$450,000
Affordable Housing Trust Fund		\$750,000
MA Facilities Consolidation Fund		\$750,000
MA Housing Stabilization Fund		\$500,000

MA Community Based Housing Fund		\$750,000
Deferred Developer Fee		\$657,064
Newton Housing Authority		\$625,000
<b>E. TOTAL SOURCES</b> (should equal C. on page 1 and D. above)		<b>\$29,819,936</b>

**SUMMARY ANNUAL OPERATIONS & MAINTENANCE BUDGET** (cannot use CPA funds)

<b>Uses of Funds</b>		(rounded amounts)
Management Fee		\$50,744
Administration		\$79,790
Maintenance		\$82,000
Resident Services		\$120,000
Security		\$10,000
Utilities		\$87,5000
Reserves		\$19,250
Taxes, Insurance		\$112,500
Debt Service		\$469,406
Required Debt Service Coverage Ratio (1.10)		1.16
<b>F. TOTAL ANNUAL COST</b> (should equal G. below)		<b>\$1,052,690</b>
<b>Sources of Funds</b>		(rounded amounts)
Residential Income		\$1,103,376
Other Rental Income (laundry, Jackson Gardens reimbursement)		\$74,762
Vacancy		(50,484)
<b>G. TOTAL ANNUAL FUNDING</b> (should equal F. above)		<b>\$1,127,654</b>
Cashflow		<b>\$74,964</b>

**Project TITLE**     **Haywood House/Jackson Road Senior Housing Additional Funding**

<b>Project TIMELINE</b>	<b>Phase or Task</b>	<b>Season &amp; Year</b>
Received LIHTC award from DHCD		February 2020
Architect completed 100% design drawings		Summer 2020
Issued bids for subcontractors and finalized		Summer 2020
Secured tax credit financing from MHIC		Summer 2020
Complete tenant selection plan, AFHMP, and other management documents		Summer 2020
Initial Closing		Fall 2020
Construction Start		Fall 2020
Full Occupancy		Summer 2021

**COMMUNITY CONTACTS**

List at least 3 Newton residents or organizations willing and able to comment on the project and its manager's qualifications. No more than 1 should be a supervisor, employee or current work colleague of the project manager or sponsor. For housing projects, at least 2 contacts should reside in or near the project's neighborhood.

Name & title or organization	Email	Phone	Mailing address
Fran Godine Livable Newton	<a href="mailto:godine@comcast.net">godine@comcast.net</a>	617-969-2625	
Donna Murphy, Chair Newton Council on Aging	<a href="mailto:murphyd001@gmail.com">murphyd001@gmail.com</a>		
Jil G. Perlmutter OTR/L Senior Manager, Physicians Relations Newton-Wellesley Hospital	<a href="mailto:jperlmutter@partners.org">jperlmutter@partners.org</a>	617-243-6069	2014 Washington Street, Newton, MA 02462

Project TITLE		<b>Haywood House/Jackson Road Senior Housing Additional Funding</b>	
↓ Check off submitted attachments here. <b>See also supplemental checklist for housing proposals.</b>			
OPTIONAL (as needed)	X	<b>Additional Narrative Explanation of Changes in Funding Request (if needed to further explain summary on Page 1)</b>	
Separate, detailed budget attachments REQUIRED for full proposal.	<b>PROJECT FINANCES</b> printed and as computer spreadsheets, with both uses & sources of funds		
	X	<b>Development pro forma/capital budget:</b> include total cost, hard vs. soft costs and contingencies, and project management – amount and cost of time from contractors or staff (in-kind contributions by existing staff must also be costed)	
	X	<b>Operating/maintenance budget, projected separately for each of the next 10 years</b> (CPA funds may not be used for operations or maintenance)	
	X	<b>Non-CPA funding:</b> commitment letters, letters of inquiry to other funders, fundraising plans, etc., including both cash and est. dollar value of in-kind contributions	
REQUIRED for full proposal.	<b>SPONSOR FINANCES &amp; QUALIFICATIONS, INSTITUTIONAL SUPPORT</b>		
	X	<b>For sponsoring organization, most recent annual operating budget</b> (revenue & expenses) <b>&amp; financial statement</b> (assets & liabilities); each must include both public (City) and private resources (“friends” organizations, fundraising, etc.)	
OPTIONAL for all proposals.		<b>LETTERS of SUPPORT</b>	from Newton residents, organizations, or businesses (if applicable for new application)