



**Watertown Housing Partnership
Meeting Minutes
January 17, 2017
Watertown Administration Building**

Members In Attendance

Fred Reynolds (Chair), Cliff Cook, Brian Costello (Watertown Housing Authority), David Leon, Helen Oliver, Steve Magoon, (Director of Department of Community Development & Planning/Assistant Town Manager), and Andrea Adams (Senior Planner, Department of Community Development & Planning)

Others Present

Kamran Shibazi, Petitioner, 101-103 Morse Street; Gary Hendren, Architect

I. 101-103 Morse Street: Review of Project for Consistency with Inclusionary Zoning Requirements

Mr. Hendren, using colored floor plans, and a summary sheet Emailed to DCDP staff on 1/13/17 to described the updated unit mix. He said the project is the conversion of the former Cortiva massage school into 48 rental apartments. The overall mix would be six studios, 31 one-bedroom, 10 two-bedroom and one three-bedroom units. Based on the requirements in Watertown's Zoning, the set aside is 15% or 7 units. Also, the affordability breakdown will be 5% of the units must be affordable to those at 65% Area Median Income (AMI) and 10% must be affordable to those at 80% AMI.

The Partnership members discussed the distribution and proportionality of the units. The consensus was that the proportionality was acceptable. The Partnership felt that having two of the affordable units be disabled accessible was a good thing.

Mr. Leon questioned the distribution between floors, and recommended that Unit 412 (2-bedroom) be made an affordable unit, and that the proposed affordable unit, Unit 211 (2-bedroom) be kept a market rate unit.

Mr. Reynolds noted the units, market or affordable were generally smaller.

Mr. Cook noted this as well, and questioned whether the Department of Housing and Community Development (DHCD) would accept affordable units and count them towards the Town's Subsidized Housing Inventory (SHI) if they were smaller than the DHCD minimum sizes? He noted that Cambridge has a number of buildings with "micro units," but this is not an issue relative to the SHI because Cambridge has more than 10% of its housing stock as affordable.

Ms. Adams noted that Section 5.07(f)(4) states that the affordable units must meet the DHCD unit minimums, but she suggested that DHCD may be amenable to having smaller units if the majority of all the units in the development, not just the affordable ones, are smaller overall.

Mr. Magoon, DCDP Director/Assistant Town Manager, asked the Petitioner what the next step was if DHCD would not allow smaller units or allow smaller units but not allow them to count towards the Town's 10% SHI goal?

Mr. Hendren said it would be an impasse. He said the configuration of the building, as a renovation/retrofit, limits the flexibility the Petitioner has to size the units.

Ms. Adams asked the Partnership members what their general consensus was, should DHCD approve smaller sized units, and allow them to count on the SHI?

The consensus of the membership was they were inclined to support the project, notwithstanding the requirement that the units meet DHCD minimum sizes.

Mr. Reynolds suggested that DCDP staff contact the Department of Community Development & Housing for their take on the matter. If DHCD agrees to allow the smaller units to count towards the SHI, then the Partnership could send a Memo to the Planning Board. If the DHCD does not agree to allow the units to count towards the SHI, then the Partnership should meet again to discuss next steps.

Based on the discussion to date, and pending feedback from the DHCD, the Partnership members and the Petitioner agreed to the following affordable unit breakdown and allocation:

Total Unit Count: Seven (7) affordable units to be provided

Proportional Breakdown:

Studio Units = One
One Bedroom Units = Four
Two Bedroom Units = Two

Affordable Unit Locations

Studio = Unit 209
One Bedroom = Unit 102
 Unit 201
 Unit 311
 Unit 409
Two Bedroom = Unit 412
 Unit 303

Mr. Reynolds asked for a vote on the proposed affordable unit breakdown and allocation as discussed.

Mr. Cook moved to endorse the unit breakdown and allocation as discussed. Mr. Leon seconded the motion, which was unanimously approved.

II. Update on Pending Development Projects

Ms. Adams provided an update on pending development projects including 330-350 Pleasant Street. Project is under review by the Planning Board, which is the Special Permit Granting Authority. It's scheduled to be discussed again on February 8, 2017. The Petitioner and architect are working to address comments at the January 11, 2017 meeting, which focused primarily on providing day light exposure to bedrooms in certain units, both market rate and affordable units.

Adjourn

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

Mr. Cook moved to adjourn the meeting, and Ms. Oliver seconded the motion, which was unanimously approved. Meeting adjourned at 7:00 PM.