



CITY OF WATERTOWN

Community Preservation Committee

Mark Krackiewicz, Chair
Jason Cohen, Vice Chair
Jonathan Bockian
Bob DiRico
Dennis J. Duff
Allen Gallagher
Jamie O'Connell
Elodia Thomas
Matthew Walter

The Community Preservation Committee of the City of Watertown will hold a public meeting in accordance with An Act Relative to Extending Certain State Emergency Accommodations, suspending provisions of the Open Meeting Law, G. L. c. 30A, § 20. This meeting has only opportunities for remote participation with public access provided as follows:

ACCESS INFORMATION:

- A. The meeting will be recorded by WCATV (Watertown Cable Access Television) and aired at a later date.
- B. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/91525442843>
- C. The Public may join by phone: (877) 853-5257 or (888) 475-4499 (Toll Free); enter Webinar ID: 915 254 42843 #
- D. Public may comment prior to the meeting through email: lhandy@watertown-ma.gov

COMMUNITY PRESERVATION COMMITTEE MEETING

THURSDAY, JANUARY 19, 2023 AT 7:00 PM

AGENDA

- 1. Call to Order
- 2. Committee Discussion
 - A. Review of FY 2023 CPA Funding Applications
 - B. Election of Chair and Vice Chair
- 3. Acceptance of 2022/12/15 Minutes
- 4. Items Not Anticipated Prior to Posting Agenda
- 5. Adjournment

Attachments:

Link to CPA Funding Applications

To: City of Watertown, CPA Committee
From: Christine Rogers, Development Consultant
Re: 103 Nichols CPA Application Review
Date: January 14, 2023

Project Summary:

Watertown Housing Authority is requesting \$175,000 of CPA funds for predevelopment work to create a 5-unit FCF/DDS group home on the site of a vacant, WHA owned property. Development consulting support to be provided by Cambridge Housing Authority, property will be developed and operated in conjunction with Beaverbrook STEP.

Overall Financing Plan:

- Application Indicates:
 - o Very high-level predevelopment budget
 - o Did not provide project development sources and uses or operating proforma
- Reviewer Comments:
 - o Additional detail required to evaluate full project feasibility (sources & uses and operating proforma)
 - o Typically, design would not advance to 100% without financing commitments and design review comments from funders, particularly around the FCF certification
 - o Better understanding of the legal and environmental deliverables would be helpful, what are the specific outcomes or reports that will be commissioned?
 - o ZEB has been architect of record for predevelopment, will there be an RFP or Chapter 149 bid process for architect selection to move the project forward? Unclear from narrative, though two months is allowed in the detailed schedule.
 - o Are these new expenses or is applicant seeking reimbursement for cost expended to date? Prior (2021) application notes \$100k in predevelopment expenses to date. What is the source of the additional \$50k in predevelopment funds? Has it been committed? If not, what are the impacts to the project?
 - o Additional detail needed on deliverables and timing. For example, you would not want to advance the drawings past 50% if there is an intractable legal or environmental issue. The schedule also does not seem to account for the iterative process with the DHCD/FCF/DDS design review, eg. 36" vs/ 42" doors, as required by FCF but not currently allowed for in circulation drawings.
 - o Prior application noted total soft costs (including architectural and legal) for entire development at \$186k, current application has \$175 for architectural only.

Development Timeline:

- Application Indicates:
 - o 6 months from Schematic Design to Construction Drawings
 - o 3 months from 100% Drawing Set to construction start
 - o 12 months from construction start to construction completion
- Reviewer Comments:
 - o This is a very aggressive schedule, particularly when accounting for:

- Predevelopment: Architect selection, FCF and public funder design review
- Preconstruction: Chapter 149 public bid process for General Contractor
- Construction: Construction supply chain issues

Development Team:

- Application Indicates:
 - Strong Development Consultant in Cambridge Housing Authority (CHA)
 - No legal representative Identified in current application (was included in prior)
- Reviewer Comments:
 - \$5,000 fee to CHA as part of the predevelopment budget, however, no documentation on partnership details, roles, responsibilities, deliverables

Project Feasibility:

- Site Control
 - Project is owned by WHA, will be transferred to their 501c3.
 - Reviewer Notes: Deed restriction issues noted in prior application, have these been resolved
- Zoning
 - Letter from zoning officer provided indicated Single Family zoning will be waived.
 - Reviewer Notes: Additional supporting documentation would be helpful, zoning table showing what relief is requested, letter or draft zoning opinion from attorney.
- Environmental
 - Fuss & O'Neil March 2022 Phase 1 ESA provided, indicates one REC and one HREC, which have been remediated/ and or closed with a permanent solution.
 - Does not include recommendation for Phase 2 ESA or further environmental testing.
 - Recommended installation of Vapor Barrier during construction, would be typical construction detail along with Passive Radon system.
 - Phase 1 will need to be updated within 6-months of closing
 - Reviewer Notes: unclear what the "Environmental budget" line item is for, it could include Soil Characterization, Foundation and Footing Analysis but additional detail is needed on deliverable.
- Design
 - Preliminary design only, will need to be certified by CEDAC and FCF.
- Historic
 - No documentation provided, typically a Mass Historic Commission PNF would document no adverse effects.

Community Support:

- Reviewer notes: Letters provided from local organization, however, there is no commitment of additional local resources.
- Review notes: Predevelopment schedule does include any benchmarks on community outreach, meetings, etc. to abutters and residents.