

Newburyport Affordable Housing Trust  
Meeting Minutes

Meeting Date: Thursday, January 12, 2017  
Meeting Location: Mayor's Office, City Hall  
Members in Attendance: Judy Tymon, Mayor Holaday, Madeline Nash, Karen Wiener, Susanne Cameron  
Staff Present: Kate Newhall-Smith, Planner, Andy Port, Director of Planning  
Minutes Taker: Kate Newhall-Smith  
Other's Present:

Tymon called the meeting to order at 6:30 p.m.

**Discussion: Waterfront West Redevelopment:** Andy Port and the Mayor fill in the members regarding the proposed schematic design for Waterfront West. The development is predominantly residential – a combination of rental and ownership. NED will seek zoning relief for height of buildings, parking, ratio of commercial to residential space, etc. NED will propose a 'Master Plan' for the site that incorporates all of the zoning parameters and design elements they would like to see. This plan will be reviewed by City Council and Planning Board. Throughout the build phases NED will need to come back to Planning Board to ensure that the project continues to meet the zoning as laid out in the site's master plan.

Port states that the project will be phased and NED would like to build a 20-unit residential structure with all market rate units. Subsequent buildings will incorporate 12% affordable units.

Cameron asks if there will be conference space. Port responds that there will be small meeting areas, but nothing that could support a convention.

Nash mentions the difficult Rt. 1/Merrimac Street intersection. Port states that there will be a lot of focus on traffic patterns and impacts and ways to mitigate likely issues.

Tymon asks about a Developer's Agreement. Mayor responds that NED mentioned this. Port states that an agreement would likely contain information about utility upgrades, public amenities, etc. The discussion is just starting. The Mayor notes that the City may want to hire a consultant for extra support when crafting this document.

Cameron asks how the 'Minco site' will fit into this larger plan. Port responds that NED has left this site out of its overall design plan. Minco will be bringing forward plans for a 24-unit residential building.

Nash would like to remove the option in the zoning to allow affordable units to be constructed off site. She also questions allowing NED to opt out of providing affordable units in the first building. The Mayor does not have the impression that NED will provide the affordable units off-site; she believes that they will integrate them into the development.

Tymon asks about the timeframe. Port states that NED will be attending the 1/18 Planning Board meeting to discuss timing, procedure, and coordination with the City Council.

Wiener suggests making the 'opt-out' payment higher than \$100,000 per unit as presented by NED. This amount is more of an incentive to not create affordable units given the high development and construction costs.

**Discussion: FY 2018 CPA Application:** Smith circulated a draft application to the members and requested feedback. The Trust is happy with the draft.

## Newburyport Affordable Housing Trust

---

January 12, 2017

Mayor makes a motion to approve the draft, Cameron seconds, all in favor.

Cameron asks if CPA funding may be used to pay for consultants or lawyers to help smaller non-profits through the process to permanently deed restrict units as affordable so that they may be listed on the SHI.

The Trust agrees that this could be an option for certain groups or properties that could be in danger of being sold and would no longer be used for affordable purposes.

### **Trust Updates**

- Housing Resales: Smith reviews resales and new units coming online at the Towle project. Wiener states that there is an affordable unit available at Maritime Landing. Smith will look into it.

### **Planning Office Updates**

- Brown School: The Trust asks about the plan for Brown School. Smith responds that the City is awaiting further details from the consultant so that we can draft an RFP. Smith will send a draft RFP to the Trust as soon as it is ready.
- Yacht Club Housing: Smith stated that there is some issue with the landowner and the yacht club that needs to be resolved before Mr. Pessina brings his condo plan forward to the Planning Board and Trust.
- Master Plan: Smith will be collecting comments until the end of January.
- Minco Smart Growth Development: The project at 1 Boston Way continues to be stalled due to an abutter's appeal. Minco may be bringing plans forward for a development on the parcel across the rail trail from Mark Richey's business. This development will incorporate 25% affordable units. No plans have been submitted to the Office as of yet.

### **Approval of Minutes, December 15, 2016**

Wiener makes a motion to approve, seconded by Cameron, all in favor.

### **Next Meeting**

The Trust is next scheduled to meet on Thursday, February 16<sup>th</sup>.

Cameron makes a motion to adjourn, seconded by Wiener, all in favor. Meeting adjourns at 8:00 p.m.