

# Provincetown Community Housing Council

Grace Gouveia Building, 26 Alden Street

August 1, 2011

**9:00 a.m.**

**Members Present:** Joe Carleo, JD Bower, and Harriet Gordon

**Staff:** Community Housing Specialist Michelle Jarusiewicz

**Public Statements:** none

**New Member:** Applicant Peg Ireland was not available for today's meeting. She has worked with member Harriet Gordon in Boston and has now retired here. Harriet to speak to her and she will be invited to next meeting.

**Resale 60 Race Point Road:** As of Thursday, 7/29/11, the owner has withdrawn his intent to sell his property. The Housing Specialist outlined the activities and research up to that point including that the deed restriction does not require the owner, but rather the Town, to find an eligible purchaser within a limited timeframe. That process does have a cost associated with it to conduct the marketing and outreach, income verification, and lottery. The AHTF is a source of funding should that ever become necessary.

**Resale at Meadow Road:** No applications were submitted for this median income unit. The Housing Specialist will meet with CHR and evaluate options including the potential to sell to someone just over the income limits in order to keep it deed restricted affordable. Discussion about the perceived need for median income units, but sometimes those interested are just over income and then not eligible. Perhaps a policy could be developed to allow for, when an income eligible buyer cannot be found within the designated time, those slightly over income could be considered in order to retain the unit as deed restricted affordable. Otherwise, the owner may sell it at market rate, the income above the maximum resale price would go into the AH Trust Fund, but the unit would no longer be deed restricted.

**Housing Permit Procedures:** The Housing Specialist distributed various documents including: (1) Policy Recommendations for Administration of Affordable Housing Permits by Provincetown Community Housing Council; (2) Town of Provincetown, Provincetown Community Housing Council Affordable Housing Permit Procedure; (3) Town of Provincetown, Community Housing Council, The Provincetown Affordable Housing Development Process; and (4) Affordable Housing Instructions with Forms. Documents were updated to change references of "local housing partnership" to "Community Housing Council," and other administrative changes such as updating the definitions to reflect the Zoning by-laws and the number of copies to be submitted as part of the application. No substantive changes. In the past, a public hearing was held for changes to the criteria, but members agreed that since changes were administrative, unless required to do so, no public hearing is needed.

JD Bower MOVE to accept revised permit criteria and related documents; Harriet Gordon second; approved 3-0.

**Minutes:** Harriet Gordon: MOVE to accept the minutes of 6/28/11; Joe Carleo second; approved 3-0.

**Other:** Housing Specialist had distributed electronically updated 2011 income and rent limits; and updated 40B inventory percentage using the 2010 census data – town is now at 6.0%

**Next meeting:** check on applicant's schedule, if not needed, wait until September.

MOTION to adjourn. 9:07 am.

*Submitted by: Michelle Jarusiewicz, Community Housing Specialist*