Community Preservation Committee Project Submission Sheet

Submitted by: Lincoln Housing Commission  Submission date: October 14, 2003

Contact Person: B-J. Scheff, Chair  P.O. Box 377, Lincoln  781-259-0124
scheffassoc@earthlink.net

Project Name: Housing Plan Implementation  Town Committee: Lincoln Housing Commission

Brief description of the project:
In compliance with the wishes of the Town as expressed through the adoption of the Comprehensive Housing Plan by the March 2003 Town Meeting the Lincoln Housing Commission plans to:

- Buy-down one unit of market-rate housing  $150,000
- Build three units of affordable housing on Sunnyside Lane  $470,000
- Renovate and update the town-owned house at 30 Sunnyside Lane  $30,000
- Renovate and update the town-owned house at 65 Tower Road  $45,000

TOTAL FY 05,06 and 07  $695,000

This year (FY04) the Commission faced the unexpected need to do extensive renovation at 75 Tower Road. We are in the midst of the renovation with the costs estimated to reach $60,000. We anticipate that similar renovation including de-leading, updating electrical service and new windows will be needed at 65 Tower Road. This house is smaller and in better condition and cost is estimated at $45,000. This work will be done in FY2005.

Plans for 30 Sunnyside Lane include adding an accessory apartment or tearing down and replacing the house with a new two unit structure. Remodeling or tearing down the house will be based on the Sunnyside Lane development work done in FY2004 and 2005. The work would be done in FY 2006 and is estimated at $30,000.

In projecting the funding needed from the Community Preservation Act funds we have taken into consideration funds available from the town maintenance budget, the Lincoln Foundation and rents received on the properties. At the present time the rents go directly into the Town's General Fund. The Commission has requested that the Town set-up a reserve fund for the rents so that they will be available for use towards some of the costs. Rental income averages about $24,000 per year.

At this time little State or Federal funding is expected to be available. We have included some State de-leading and remodeling funds. If the situation changes any excess funds would be reserved for the development of additional affordable housing per the Comprehensive Housing Plan.

Need more details on Bunting
Issue of reimbursement on housing that is not required by CGS laws
How does this project preserve Lincoln’s character or further its mission?
Lincoln has worked to maintain its small town identity and rural character through diversity in its housing stock. This allows diversity among its residents in terms of age, education, jobs, professions, and racial and ethnic backgrounds. This economic diversity is made possible through the availability of a varied housing stock - both rental and purchase - priced to be affordable for families of many different income levels.

This project will:
- add three rental units to Lincoln’s town-owned affordable housing stock,
- add one additional occupant-owned unit to the Towns affordable units, and
- preserve two of the current town-owned units for continued rental as affordable housing.

To accomplish these goals the Lincoln Housing Commission is requesting:

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Implementation Costs</th>
<th>Maintenance Costs</th>
<th>Total Costs</th>
<th>Other Funding Sources</th>
<th>CPC Funds Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>2004</td>
<td>Buy Down at Battle Road Farm</td>
<td>$150,000</td>
<td>$119,000</td>
<td>RLF $14,000</td>
<td>Funded by CPC</td>
</tr>
<tr>
<td></td>
<td>Purchase of one parcel on Sunnyside Lane</td>
<td></td>
<td>$18,000</td>
<td>Lincoln Foundation $14,000</td>
<td>Funded by CPC</td>
</tr>
<tr>
<td></td>
<td>Septic System on Sunnyside Lane</td>
<td></td>
<td>$28,000</td>
<td></td>
<td>Funded by CPC</td>
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<tr>
<td>2005</td>
<td>65 Tower</td>
<td>$45,000</td>
<td>$300,000</td>
<td>Town Maintenance</td>
<td>$264,000</td>
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<tr>
<td></td>
<td>Sunnyside Lane development $300,000</td>
<td></td>
<td></td>
<td>Budget $30,000</td>
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</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Lincoln Foundation $20,000</td>
<td></td>
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<td></td>
<td>Rent $24,000</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>HOME $7,000</td>
<td></td>
</tr>
<tr>
<td>2006</td>
<td>30 Sunnyside</td>
<td>$30,000</td>
<td>$30,000</td>
<td>State $15,000</td>
<td>$119,000</td>
</tr>
<tr>
<td></td>
<td>Sunnyside Lane development $170,000</td>
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<td>$170,000</td>
<td>Town Maintenance</td>
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<td></td>
<td>Budget $15,000</td>
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<td></td>
<td>Rent $24,000</td>
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<td></td>
<td>Lincoln Foundation $20,000</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>HOME $7,000</td>
<td></td>
</tr>
<tr>
<td>2007</td>
<td>Buy Down</td>
<td>$150,000</td>
<td>$150,000</td>
<td>HOME $7,000</td>
<td>$133,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Lincoln Foundation $10,000</td>
<td></td>
</tr>
<tr>
<td>2008</td>
<td>Not yet determined</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total FY05&amp;06</td>
<td>$695,000</td>
<td>$695,000</td>
<td>$179,000</td>
<td></td>
<td>$516,000</td>
</tr>
</tbody>
</table>

Much greater detail will be available before the March, 2004 Town Meeting.
Community Preservation Committee Project Submission Sheet

Submitted by: Lincoln Housing Commission  Submission date: October 14, 2003
Revised: January 7, 2004

Contact Person: B-J. Scheff, Chair  P.O. Box 377, Lincoln
               scheffassoc@earthlink.net  781-259-0124

Project Name: Housing Plan Implementation  Town Committee: Lincoln Housing Commission

Brief description of the project:
In compliance with the wishes of the Town as expressed through the adoption of the
Comprehensive Housing Plan by the March 2003 Town Meeting the Lincoln Housing Commission
plans during FY05, FY06 & FY07 to:

Renovate and update the town-owned house at 65 Tower Road $ 30,000
Build two units of affordable housing on Lot 41 Sunnyside Lane $ 296,500
Build joint septic system for Lots 41 & 42 Sunnyside Lane $ 50,000
Renovate existing house & add apartment on Lot 42 Sunnyside $ 132,500
Buy-down a second market-rate townhouse $ 200,000

TOTAL PROJECT COSTS FY 05, 06 and 07 $ 709,000
TOTAL CPC REQUEST FY 05, 06 and 07 $ 500,000 (See Table 1)

This year (FY04) the Commission faced the unexpected need to do extensive renovation at 75 Tower
Road. We have completed the renovation with Town Finance Committee support, volunteer help and
donations at a cost of $40,000. We anticipate that less extensive renovations including updating
electrical service and new windows will be needed at 65 Tower Road. This house is smaller and in
better condition and cost is estimated at $30,000. This work is planned for FY2005.

Plans for Sunnyside Lane include constructing a new two unit structure on Lot 41 and adding an
accessory apartment to the existing house on Lot 42. A new joint septic system will serve both lots.
Development work will begin in Spring, 2004 with construction completed by the end of FY 06. The
total cost is estimated at $479,000 (see Table 2 for detailed breakdown of cost estimates.)

In projecting the funding needed from the Community Preservation Act funds we have taken into
consideration funds available from the town maintenance budget, the Lincoln Foundation, in-kind
donations, and rents received on the properties. At the present time the rents go directly into the
Town’s General Fund. The Commission has requested that the Town set-up a reserve fund for the
rents so that they will be available for use towards some of the costs. Rental income averages about
$26,000 per year.

At this time little State or Federal funding is expected to be available. If the situation changes any
excess funds would be reserved for the development of additional affordable housing per the
Comprehensive Housing Plan.
How does this project preserve Lincoln’s character or further its mission?
Lincoln has worked to maintain its small town identity and rural character through diversity in its housing stock. This allows diversity among its residents in terms of age, education, jobs, professions, and racial and ethnic backgrounds. This economic diversity is made possible through the availability of a varied housing stock - both rental and purchase - priced to be affordable for families of many different income levels.

This project will:
- add three rental units to Lincoln’s town-owned affordable housing stock,
- add one additional occupant-owned unit to the Towns affordable units, and
- preserve one of the current town-owned units for continued rental as affordable housing.

To accomplish these goals the Lincoln Housing Commission is requesting:

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Requested Amount</th>
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</thead>
<tbody>
<tr>
<td>FY05</td>
<td>$239,500</td>
</tr>
<tr>
<td>FY06</td>
<td>$110,500</td>
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<tr>
<td>FY07</td>
<td>$150,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$500,000</strong></td>
</tr>
</tbody>
</table>

(Table 1)

**TABLE 2**

<table>
<thead>
<tr>
<th>Lincon Housing Commission</th>
<th>1/6/2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Back-up data for Community Preservation Grant submission</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lot 42 (30 Sunnyside)</th>
<th>Lot 41</th>
<th>Septic</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Size (square feet)</strong></td>
<td><strong>Existing</strong></td>
<td><strong>Accessory</strong></td>
</tr>
<tr>
<td></td>
<td>700</td>
<td>2000</td>
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<tr>
<td><strong>Number of Bedrooms</strong></td>
<td>4</td>
<td>1</td>
</tr>
</tbody>
</table>

**IMPROVEMENTS**
- Construction (SF X $100) $70,000 $200,000 $70,000 $340,000
- Improvement of existing $50,000

**TOTAL IMPROVEMENTS** $14,500 $50,000 $64,500

**SOFT COSTS**
- Survey $1,500 $1,500 $3,000
- Site engineering $3,000 $2,500 $5,500
- Architect $5,000 $5,000 $10,000
- Legal $3,000 $3,000 $6,000

**TOTAL SOFT COSTS** $12,500 $12,000 $24,500

**TOTAL DEVELOPMENT COSTS** $50,000 $82,500 $226,500 $70,000 $50,000 $479,000

**TOTAL LOT DEVELOPMENT COSTS** Lot 42 $132,500 Lot 41 $296,500
TABLE 1

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Implementation Costs</th>
<th>Maintenance Costs</th>
<th>Total Costs</th>
<th>Other Funding Sources</th>
<th>CPC Funds Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2004 (Already Funded)</td>
<td>Buy Down at Battle Road Farm Purchase of one parcel on Sunnyside Lane Septic System on Sunnyside Lane Purchase of Sunnyside Lane parcels</td>
<td>$150,000</td>
<td>$28,000</td>
<td>RLF Lincoln Foundation</td>
<td>$14,000 $14,000</td>
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<tr>
<td></td>
<td></td>
<td>$119,000</td>
<td></td>
<td></td>
<td>Funded by CPC Funded by CPC</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$18,000</td>
<td></td>
<td></td>
<td>Funded by CPC - NO</td>
</tr>
<tr>
<td>FY2005</td>
<td>65 Tower-renovation Sunnyside Lane Lot 41 development Joint Septic System for Lots 41 &amp; 42</td>
<td>$30,000</td>
<td>$296,500</td>
<td>Lincoln Foundation &amp; other donations H.O.M.E.</td>
<td>$207,500</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$50,000</td>
<td></td>
<td>FY04 CPC Allocation</td>
<td>$18,000</td>
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<td></td>
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<td></td>
<td></td>
<td>TOTAL= $376,500</td>
<td>TOTAL= $137,000</td>
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<tr>
<td>FY2006</td>
<td>Sunnyside Lane Lot 42 development *Renovate existing building *New Accessory Apt.</td>
<td>$50,000</td>
<td>$82,500</td>
<td>Town Maintenance Budget HOME</td>
<td>$35,000 $75,500</td>
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<tr>
<td></td>
<td></td>
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<td></td>
<td>TOTAL= $132,500</td>
<td>TOTAL= $22,000</td>
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<tr>
<td>FY2007</td>
<td>Buy Down</td>
<td>$200,000</td>
<td>Lincoln Foundation</td>
<td>$50,000</td>
<td>TOTAL= $150,000</td>
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<tr>
<td>FY2008</td>
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<tr>
<td>Total FY05, FY06, &amp; FY07</td>
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<tr>
<td></td>
<td></td>
<td>$709,000</td>
<td></td>
<td></td>
<td>$209,000</td>
</tr>
</tbody>
</table>

B.J. May be cheaper to build than do a buy down
Subject: Fwd: CPC Submission
Date: Tuesday, January 13, 2004 4:10 PM
From: Sarah Holden <sarahcannonholden@yahoo.com>
To: Susie Collins <EastAbel@aol.com>, Elizabeth Frumkin <elizabethfrumkin@yahoo.com>, Tim Higgins <HigginsT@Lincolntown.org>, sarah cannon holden <sarahcannonholden@yahoo.com>, Ken Hurd <khurd@shore.net>, John Koenig <jlk@mkmlegal.com>, John Petty <John.petty@apcc.com>, John Robinson <Jrobinson@longwoodinv.com>, Colin Smith <Csmith@arcusa.com>, mary troy <marygtroy@aol.com>

Note: forwarded message attached.

Do you Yahoo!?
Yahoo! Hotjobs: Enter the "Signing Bonus" Sweepstakes

From: "Betty-Jane Scheff" <scheffassoc@earthlink.net>
Reply-To: scheffassoc@earthlink.net
Date: Tue, 13 Jan 2004 14:28:10 -0500
To: "Sarah Holden" <sarahcannonholden@yahoo.com>
Subject: CPC Submission

Attached is the revised submission from the Housing Commission. Bryce Wolf and I will be at the meeting and I will get there early to run off copies. If you have e-mail addresses for the committee members perhaps you can forward this. Thanks, B-J.

--- Betty-Jane Scheff
--- scheffassoc@earthlink.net
Lincoln Housing Commission Submission to the Community Preservation Committee

Community Preservation Committee Project Submission Sheet

Submitted by: Lincoln Housing Commission   Submission date: October 14, 2003
Revised: September 14, 2004

Contact Person: B-J. Scheff, Chair   P.O. Box 377, Lincoln   781-259-0124

Project Name: Housing Plan Implementation   Town Committee: Lincoln Housing Commission

Brief description of the project:
In compliance with the wishes of the Town as expressed through the adoption of the Comprehensive Housing Plan by the March 2003 Town Meeting and the allocation of CPA funds at the March 2004 Town Meeting, the Lincoln Housing Commission plans during FY06 to continue the implementation of the Comprehensive Housing Plan through:

- Renovate and update the town-owned house at 65 Tower Road $50,000
- Completion of two units of affordable housing on Lot 41 Sunnyside Lane $114,500
- Renovate existing house & add apartment on Lot 42 Sunnyside $158,500
- Buy-down two market-rate townhouse $600,000

TOTAL PROJECT COSTS FY 06 $923,500
TOTAL CPC REQUEST FY 06 $823,500 (See Table 1)

In FY04 the Commission faced the unexpected need to do extensive renovation at 75 Tower Road. We have completed the renovation with Town Finance Committee support, volunteer help and donations at a cost of $40,000. We anticipate that renovations including updating electrical service, new windows and the addition of an upstairs bathroom will be needed at 65 Tower Road. The cost is estimated at $50,000. This work was planned for FY2005 using Town and Commission funds. The work is now scheduled for FY2006-07 and the Commission is requesting CPA funding for this endeavor.

Plans for Sunnyside Lane included constructing a new two unit structure on Lot 41 and adding an accessory apartment to the existing house on Lot 42. In FY2005 a new septic system was installed for Lot 42 utilizing funds allocated in FY04. Development work for Lot 41 was begun in the Spring of FY04. The septic system has been designed and an architect hired. Construction should be underway before the March 2005 Town Meeting with the work completed by the Fall of FY 06. The total cost is estimated at $548,500, an increase of $69,500 from last year’s estimate. (see Table 2 for detailed breakdown of cost estimates) In addition, we are asking for additional dollars from Community Preservation Funds to offset a reduction in funds from the Lincoln Foundation. This will allow the Foundation to concentrate its efforts on other ‘affordable’ housing projects.

In projecting the funding needed from the Community Preservation Act funds we have taken into consideration funds available from the MetroWest H.O.M.E. Consortium, fundraising by Lincoln Foundation, in-kind donations, and rents received on the properties. We plan to reserve rents for routine maintenance of all the properties.
Lincoln Housing Commission Submission to the Community Preservation Committee

At this time little State or Federal funding is expected to be available. If the situation changes any excess funds would be reserved for the development of additional affordable housing per the Comprehensive Housing Plan.

How does this project preserve Lincoln’s character or further its mission?
Lincoln has worked to maintain its small town identity and rural character through diversity in its housing stock. This allows diversity among its residents in terms of age, education, jobs, professions, and racial and ethnic backgrounds. This economic diversity is made possible through the availability of a varied housing stock - both rental and purchase - priced to be affordable for families of many different income levels.

Upon completion of this part of Lincoln’s Comprehensive Housing Plan the Town will have:
- added three rental units to Lincoln’s town-owned affordable housing stock,
- added two additional occupant-owned unit to the Towns affordable units, and
- preserved two of the current town-owned units for continued rental as affordable housing.

To accomplish these goals the Lincoln Housing Commission is requesting for FY06 $ 823,500

**TABLE 1**

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Implementation Costs</th>
<th>Maintenance Costs</th>
<th>Total Costs</th>
<th>Other Funding Sources</th>
<th>CPC Funds Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2006</td>
<td>65 Tower-renovation</td>
<td></td>
<td>$ 50,000</td>
<td></td>
<td>$ 50,000</td>
</tr>
<tr>
<td></td>
<td>Sunnyside Lane Lot 41 completion</td>
<td></td>
<td>$ 114,500</td>
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<td>$ 114,500</td>
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<tr>
<td></td>
<td>Sunnyside Lane Lot 42 development</td>
<td></td>
<td>$ 167,500</td>
<td>H.O.M.E.</td>
<td>$ 9,000</td>
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<tr>
<td></td>
<td>Renovate existing Building &amp; add Accessory Apt</td>
<td></td>
<td></td>
<td></td>
<td>$ 158,500</td>
</tr>
<tr>
<td></td>
<td>Buydown 2 units</td>
<td></td>
<td>$600,000</td>
<td>Lincoln Foundation</td>
<td>$100,000</td>
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<tr>
<td></td>
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<td></td>
<td><strong>TOTAL=</strong> $537,500</td>
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<td><strong>TOTAL=</strong> $130,000</td>
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<td><strong>TOTAL=</strong> $ 823,500</td>
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<td>TABLE 2</td>
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<td>-------------------------------------------------</td>
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<tr>
<td>Lincoln Housing Commission 1/6/2003</td>
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<tr>
<td>Back-up data for Community Preservation Grant submission</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Size (square feet)</th>
<th>Lot 42 (30 Sunnyside)</th>
<th>Lot 41</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Existing</td>
<td>Accessory</td>
<td>Main House</td>
</tr>
<tr>
<td>Number of Bedrooms</td>
<td>4</td>
<td>1</td>
<td>4</td>
</tr>
</tbody>
</table>

**IMPROVEMENTS**
- Construction (SF X $100-$150): $105,000
- Improvement of existing: $50,000
- Site work/utilities: $5,000
- Foundation/Slab: $5,000
- Driveway/paving: $2,500
- Landscaping: $2,000
- Septic system for both parcels: 50,000

**TOTAL IMPROVEMENTS**: $14,500
- 50,000
- $64,500

**SOFT COSTS**
- Survey: $1,500
- Site engineering: $3,000
- Architect: $5,000
- Legal: $3,000

**TOTAL SOFT COSTS**: $12,500
- $19,500
- $32,000

**TOTAL DEVELOPMENT COSTS**: $50,000
- $117,500
- $254,000
- $77,000
- $50,000
- $548,500

**TOTAL LOT DEVELOPMENT COSTS**
- Lot 42= $167,500
- Lot 41= $331,000

**Funding Sources**
- Town Meeting FY04: $18,000
- CPA FY05: $207,500
- H.O.M.E. FY 05: $9,000
- CPA FY06: $158,500
- H.O.M.E. FY 06: $9,000

**Total Funding**: $167,500
- $331,000
- $50,000
- $548,500

**Balance Needed**: $0
- $0
- $0
- $0

**Lincoln Foundation Fundraising**: $0
- $0
- $0
- $0

**Original FY04 estimates**: 132,500
- 226,500
- $296,500
- 50,000
- $705,500

**Percent change Parcel**: 0
- 20.90%
- 10.42%
- 0
- 28.62%

* stick built