

## **Truro Housing Authority Minutes: February 8, 2024 at 5:00 pm -- In-Person Meeting at Truro Library**

**Committee Members attending:** Kevin Grunwald, Chair; Betty Gallo, Vice Chair; Melissa Wheeler, Mara Glatzel, and Paul Wisotzky, members.

### **I. Roll Call**

**II. Vote to Approve Minutes from January 11, 2024.** Paul moved to approve the minutes from January 11, 2024. Betty seconded the motion. Minutes were approved unanimously by a roll call vote.

### **III. Public Comment.**

Jack Reimer, planning board member speaking as a public citizen, would appreciate any steps that we could collectively agree upon to make our meetings available in other formats, possibly by creating hybrid meetings or virtual meetings in moving forward.

Kevin Grunwald shared that he will be working on the annual report over the next couple of days and asked for individual comments on the draft, if we have any.

### **IV. Update on THA Speaker Series.** Presented by Kevin Grunwald

Betty and Kevin met with Jon Winder for input and suggestions about the speaker series.

Jon wanted to hear specifically about how the topics presented by Kevin were directly correlated to goings on here in Truro, such as with Walsh.

Additionally Betty reached out to Laura Schufelt, director of Community Housing for Mass Housing. At the time of our meeting, Laura had not returned her email.

CDP has a video on Housing 101, which perhaps we could show. THA agreed that a speaker would be better than showing a video, and Mara thought we should reach out to the CDP to see who they have on staff that might be available to participate.

Committee agreed that the speaker series should be about the housing process and not Walsh, specifically.

Kevin had the idea that maybe we could highlight a case study from a project from a different Outer Cape town.

Paul shared that the meetinghouse would love to partner with us, but as they aren't heated, they typically look to run events starting in June.

Kevin talked to Maggie and the library is interested in partnering with us for the series.

THA is interested in pursuing running it at the Community Center.

Mara will reach out to Andrea Aldana and the CDP about moving forward and get dates.

**V. Update on the Progress of The Ad Hoc Group Working on a By-Law Around Undersized Lots.** Presented by Mara Glatzel.

THA discussion about whether or not it would be feasible to raise the AMI in the article from 100% AMI to 120% AMI.

Committee agreed that we should include town staff in the drafting of the article, as well as feedback from other committees (Board of Health, Conservation, ZBA).

Discussion about what could be offered to entice private property owners to make these lots available, such as tax relief.

Committee questions for future Planning Board discussion:

- Could the town lease the properties or sell them to Habitat for Humanity?
- Can we/should we restrict the article to affordable housing or housing for town employees?
- Could someone subdivide a property to create a qualifying undersized lot?

**VI. Update on the Rental Assistance Program** Presented by Betty Gallo.

Committee discussion about where to share information about the rental assistance out to more Truro residency. Ideas generated:

- COA
- Chamber of Commerce
- Get Katie Riconda

Kevin to the future of funding sources for the program, which is currently approximately \$36,000/year.

Questions from the committee:

- Should we have a budget/cap on this?
- Should the town be subsidizing this in some way?

**VII. Report on Community Preservation Committee's Funding Decisions.** Presented by Betty Gallo.

CPC voted to approve all of the grants, including an increase the amount to housing from 60% to 75%

Additionally, the CPC voted to approve grants for the housing institute and housing project in Brewster, after having asked and received permission that 15% of their local preference will be regional.

**VIII. Development of a List of Properties in Truro on Which Affordable Housing Units May be Sited.** Presented by Kevin Grunwald.

Town is currently working on looking at public and privately owned properties that might be possible. John Nahas is developing a database.

**IX. Town Meeting Advocacy: Walsh, Housing Trust Fun, LCP, Duplex Article, CPC Funding. Other Articles?**

Paul recused himself prior to this conversation.

Committee discussed whether or not the housing coordinator article would be coming back this Town Meeting season.

THA believes strongly that there is a need for someone working in town hall who is monitoring/advocating for housing, keeping a legacy of housing-related records, and working at the forefront of modernizing the housing trust.

Committee consensus that we will not pursue modernizing the trust until after town meeting season.

**X. Vote to Adjourn.** Betty made the motion to adjourn. Melissa seconded the motion. Motion passed unanimously in a roll call vote and the meeting was adjourned at 6:45pm.

**Next Meeting:** March 14, 2024 at 5 pm at the Truro Public Library

Respectfully submitted,

Mara Glatzel, Secretary

**Article XX: Add New Bylaw §40.8 Attainable Housing on Undersized Lots  
And Amend §30.2 Use Table**

To see if the Town will vote to amend §40 and §30.2, Use Table, of the Zoning Bylaw by amending §40 to add §40.8.

§40.8 Attainable Housing on Undersized Lots:

- A. Purpose: The purpose of this bylaw is to increase the supply of housing that is available in the town of Truro by allowing attainable single-family dwellings to be built on lots that do not meet the minimum lot size for the zoning district, provided the lots meet the criteria listed herein.
- B. For purposes of this bylaw, "Attainable" shall mean that the units are available for ownership or rental to households earning at or below 100% of the Barnstable County Area Median Income (AMI), adjusted for household size and shall remain affordable in perpetuity or for the longest period allowed by law.
- C. Undersized Lot – a lot that is smaller than the minimum lot size for the zoning district.
- D. This bylaw shall apply to lots of record as of January 1, 2024, as recorded in a deed or plan on file with the Barnstable County Registry of Deeds or Land Court, which do not meet the minimum lot size for the zoning district as determined by the Building Commissioner. This bylaw applies regardless of whether the lot is held in common ownership with an adjoining lot.
- E. This bylaw shall apply to lots in all districts except Beach Point and the Seashore District.
- F. REQUIREMENTS: A Special Permit may be obtained from the Zoning Board of Appeals to allow construction of a One Family Dwelling, pursuant to the following requirements, restricted by a Regulatory Agreement and/or Affordable Housing Deed Restriction in a form acceptable to the Executive Office of Housing and Livable Communities (EOHLC), executed and recorded by the applicant as an affordable homeownership or rental dwelling unit in perpetuity or the maximum time period allowed by law, on an eligible parcel of land that meets the following criteria:
  - 1. Parcel, at time of application, is not improved with any existing dwelling unit.
  - 2. Parcel contains at least 10,000 square feet of contiguous upland area.
  - 3. All applicable provisions of the building, health and safety codes are met.
  - 4. Parcel satisfies applicable Town of Truro's Conservation Commission Environmental Protection Regulations.
  - 5. Parcel has a minimum of 50 feet of frontage.
  - 6. The building setbacks shall not be less than 25 feet.
  - 7. If a dwelling is built within 25 feet of any other dwelling or principal structure screening of at least five feet in height be created and maintained if requested by the

- abutter in writing to the Building Commissioner. The screening may be fencing, planting or a combination.
8. The building must comply with the house size bylaw §50.2.
- G. An applicant under this section shall submit a site plan prepared, stamped and signed by a Registered Land Surveyor or Professional Engineer, as applicable, that depicts:
1. the dimensions and setbacks of the subject Parcel, and
  2. the proposed structure on the subject Parcel
  3. the existing setbacks of principal structures on the lots immediately adjacent.
  4. The site plan shall show a parking plan and comply with parking requirements for “Affordable Dwelling Unit” in §30.9 Parking Regulation Use Table of 2 spaces per unit.
- H. A Parcel shall not be built upon if the Parcel was purposely created, subject to a deed restriction or designated as an unbuildable lot as part of a subdivision open space or park, or by any other condition or agreement with the Town.
- I. Accessory Dwelling Units are not permitted on undersize lots.
- J. Rental of the dwelling for a period of less than twelve (12) months (including, but not limited to, seasonal rental and rental through vacation rental services and websites) is prohibited. Proof of year-round rental shall be provided annually to the Building Commissioner or their designee, by the owner in the form of a lease and a signed affidavit from both the owner and renter stating the unit is being rented accordingly and is used as the renter’s primary residence. The proof shall be submitted to the Building Commissioner or their designee prior to initial occupancy and by May 1 each following year. The Attainable Housing Deed Restriction shall identify a Monitoring Agent who shall ensure compliance with said deed restriction.
- K. The Applicant must submit a Regulatory Agreement and Affordable Housing Deed Restriction, to be approved as to form by Town Counsel, that restricts the use of the dwelling unit to low- or moderate- income housing in perpetuity, or the maximum time period allowed by law. Said Regulatory Agreement shall include an Affirmative Fair Marketing Plan that complies with EOHCL’s requirements for the selection of income-eligible tenants/occupants and shall identify a Monitoring Agent who shall be responsible for ensuring that any re-sales of units created under this bylaw shall be made to income-eligible purchasers and comply with the Affirmative Fair Marketing Plan and Attainable Housing Deed Rider.
- L. For lots to be sold/rented to households earning below 80% AMI, that are owned privately, the Applicant shall work with the Town to provide any information necessary to ensure that units created under this bylaw are eligible for inclusion on the Subsidized Housing Inventory maintained by the EOHCL’s as Local Action Units.

M. No building permit shall be issued until the Regulatory Agreement and Affordable Housing Deed Rider has been approved by Town Counsel, executed by all parties, and recorded at the Registry of Deeds and proof of such recording has been furnished to the Building Commissioner.

§40.8.1 Transfer or Lease. A lot developed with a One Family Dwelling under this section shall be transferred or leased at such attainable re-sale price or rent set forth in the Regulatory Agreement.

§40.8.2 No Building Permit shall be issued by the Building Commissioner until the developer has demonstrated that all of the applicable requirements of §40.8.F and §40.8.G have been met.

§30.2 Use Table

Add to Use Table

	R	BP	NT6A	TC	NTC	RT6	S
Attainable Undersized Lot	SP	N	SP	SP	SP	SP	N

**Explanation:**

This article is part of a wide range of strategies to increase the stock of affordable and attainable housing in Truro. According to the Local Comprehensive Plan *“With limited acreage available, creative housing solutions are needed. This includes increasing density where appropriate and feasible, considering additional uses for town-owned property, and changes in zoning regulations to create housing opportunities on lots that are currently undersized or otherwise don’t conform to existing zoning regulations,…”*

There are approximately a dozen properties that may become buildable as a result of this article with slightly more Town owned properties than private properties. All but one of the currently identified lots are in the Residential District with the other in the North Truro 6A Limited Business District.