



Ruthanne Fuller  
Mayor

**Newton, Massachusetts Community Preservation Program, CDBG,  
and HOME Investment Partnerships Program  
FUNDING REQUEST**

(For staff use)  
date rec'd:

2/12/21

PRE-PROPOSAL       PROPOSAL

Please submit this completed file directly – do not convert to PDF or other formats.

For full instructions, see [www.newtonma.gov/cpa](http://www.newtonma.gov/cpa) or contact us:

Community Preservation Program Manager,  
City of Newton Planning & Development Department, 1000 Commonwealth Ave., Newton, MA 02459  
[lkritzer@newtonma.gov](mailto:lkritzer@newtonma.gov)      617.796.1144

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.

<b>Project TITLE</b>	<b>West Newton Armory Affordable Housing Development Project</b>			
<b>Project LOCATION</b>	Full street address (with zip code), or other precise location. 1135 Washington Street, West Newton 02465			
<b>Project CONTACT(S)</b>	Name & title or organization	Email	Phone	Mailing address
<b>Project Manager</b>	Amanda Berman, Director of Housing and Community Development, Planning and Development Department	<a href="mailto:aberman@newtonma.gov">aberman@newtonma.gov</a>	617-796-1147	Newton City Hall 1000 Commonwealth Ave. Newton, MA 02459
<b>Other Contacts</b>	Barney Heath, Director, Planning & Development Department	<a href="mailto:bheath@newtonma.gov">bheath@newtonma.gov</a>	617-796-1120	Newton City Hall 1000 Commonwealth Ave. Newton, MA 02459
<b>Project FUNDING</b>	<b>A. CPA funds requested:</b> \$21,270.00	<b>B. Other funds:</b> \$20,000.00	<b>C. Total project cost:</b> \$41,270.00	
<b>Project SUMMARY</b>	Explain how the project will use the requested CPA, CDBG, and City of Newton HOME funds. You may provide more detail in attachments, but your PROJECT SUMMARY MUST FIT IN THE SPACE BELOW. Use a cover letter for general information about the sponsoring organization's accomplishments.			
<p>In 2019, the State approached the City with the opportunity to purchase the West Newton Armory for use as either 100% affordable housing or a municipal use. The purchase conditions, which are outlined in Special Legislation signed by the Governor, allow the City to purchase the Armory for one dollar if used for 100% affordable housing or a percentage of the Armory's full market value if used for a municipal use. To assist the City in deciding which purchase option to pursue, a Joint Advisory Planning Group (JAPG), comprised of a group of nine citizens appointed by the Mayor and the City Council President, was formed in December 2019. After a year of investigation and study, the JAPG voted unanimously in November 2020 to recommend the City move forward with the agreed upon purchase price of one dollar to use the Armory for 100% affordable housing. The JAPG was assisted in its examination of the financial feasibility and conversion of the Armory into affordable housing by the City's housing consultant, Affirmative Investments (AI). The City was able to hire AI after receiving a \$200,000 grant award from the State for the purposes of conducting a feasibility analysis. AI found that development of the Armory into affordable housing was financially feasible. At its January 2021 meeting, the Council's Real Property Reuse Committee voted to recommend to that the Mayor purchase the Armory for \$1 for affordable housing. The full Council voted in favor of this recommendation on February 1, 2021.</p> <p>In order for the City to achieve the next steps of acquiring the property and issuing a RFP for qualified affordable housing developers to develop the project, the City must complete a Phase II environmental assessment, a noise assessment, and execute a Memorandum of Agreement (MOA) with the Massachusetts Historical Commission (MHC). The Planning Department is specifically requesting that the CPC fund the cost of the Phase II, as well as a portion of the increased overhead fee from AI, who is managing the process. Affirmative Investment had a Phase 1 environmental assessment completed at the Armory, which showed the need for further study through a Phase 2. The Planning Department as been directed by HUD that this Phase II needs to be completed before the City officially takes ownership of the site. As the City anticipates using federal</p>				

HUD funds to support the project once a qualified affordable housing developer has been identified through the RFP process, this HUD directive must be followed.

Not only is the Phase II an important facet of the acquisition process, but the activities comprising the total project cost, the noise assessment and execution of a MOA with MHC, are also vital. The completion of a noise assessment is another HUD requirement for the City to complete prior to acquisition. The assessment will measure whether the proximity of the Armory to the Mass Turnpike and MBTA rail line exceeds permissible levels of sound pollution. The execution of the MOA is also an important component of not only the acquisition, but preservation of this historic building. The City must execute the MOA prior to acquiring the site. The MOA, as executed by the City and MHC, outlines the review process of development proposals submitted to the RFP. With this process in place, historic preservation of the Armory must be considered and incorporated into any development proposal. The cost of the executing the MOA results from the involvement of a historic consultant who is managed by AI.

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<b>USE of CPA and HOME Funds</b>	<b>COMMUNITY HOUSING</b>	<b>Creation, Support</b>
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<b>COMMUNITY NEEDS</b>	From each of at least 2 plans linked to the <a href="#">Guidelines &amp; Forms</a> page of <a href="http://www.newtonma.gov/cpa">www.newtonma.gov/cpa</a> , provide a brief quote with plan title, year, and page number, showing how this project meets previously recognized community needs. You may also list other community benefits not mentioned in any plan.
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The redevelopment of the West Newton Armory supports affordable housing as recognized in the following plans:

**Comprehensive Plan:**

The Housing Section emphasizes the importance of protecting the City’s diversity and lists it as the first of the section’s “Housing Goals” (p. 5-12). The section stresses the need to “undertake a program of positive actions that will assure fair and equal housing opportunities for a population that is at least as diverse as at present.” The goal also recognizes the need for this diverse population to be able to “maintain suitable housing at affordable costs.” The creation of either affordable senior, family, or special needs housing at the Armory helps the City in its obligation to both increase the affordability of its housing stock and the socioeconomic diversity of its citizenry.

Affordable housing near amenities and within mixed-use developments - The West Newton Armory, located at 1135 Washington Street, is just east of West Newton Square, a historic square containing mostly older brick buildings, including the West Newton Cinema, coffee shops, restaurants, a wine bar, small independent retail shops, dry-cleaning and hair salons, a CVS pharmacy, banks, the Newton Police headquarters, the Newton District Court, service providers, a small park and some offices. The armory is located .4 miles, a five to ten-minute walk, from the heart of the square. The Armory is directly surrounded by a two-story Trader Joe’s grocery store, a two- of a two-story nursing home and parking lot located to its rear, and the soon to be completed Dunstan East project. Dunstan East was approved as a Section 40B affordable housing development and will contain 234 residential units with 59 affordable units, 8,318 square feet of retail space, and a small community green space that will be open to the public. There are two modes of nearby public transportation. Closest to the armory are MBTA buses that run frequently during commuting hours Monday through Friday and hourly during non-commuting hours and on Saturday. In addition, the West Newton MBTA commuter rail stop is within a ten-minute walk, while the Newtonville MBTA commuter rail stop is about a fifteen-minute walk.

**Washington Street Vision Plan:**

In December 2019, the Newton City Council approved the “Washington Street Vision Plan,” which describes various goals for Washington Street between West Newton Square and Crafts Street in Newtonville. These goals include enhanced vitality of the village centers, rebuilding Washington Street to convert it to a more attractive and pedestrian and biker-friendly boulevard, including possibly narrowing it to a two lane-road with a third lane for turns, the addition of a bike lane, and landscaping in the middle of the street, and maintaining

the diversity of housing stock along Washington Street. The development of the Armory fits into the Vision Plan by benefiting from the proposed enhancements, while serving as an enhancement itself.

**COMMUNITY CONTACTS**

List at least 3 Newton residents or organizations willing and able to comment on the project and its manager’s qualifications. No more than 1 should be a supervisor, employee or current work colleague of the project manager or sponsor. For housing projects, at least 2 contacts should reside in or near the project’s neighborhood.

Name & title or organization	Email	Phone	Mailing address
Fran Godine, Engine 6	<a href="mailto:godine@comcast.net">godine@comcast.net</a>		
Ted Hess-Mahan, Chair of Armory JAPG	<a href="mailto:tedhessmahan@gmail.com">tedhessmahan@gmail.com</a>	508-847-4855	871 Watertown St, Newton, MA 02465
Sue Parsons, Co-Chair of Armory JAPG	<a href="mailto:s_a_parsons@comcast.net">s_a_parsons@comcast.net</a>	617-877-2930	172 Washington St, Newton, MA 02458

Project TITLE		West Newton Armory Affordable Housing Development Project	
SUMMARY CAPITAL/DEVELOPMENT BUDGET			
Uses of Funds			(rounded amounts)
Completion of Phase II environmental assessment			\$20,770
Completion of noise assessment			\$ 6,500
Historic consultation for execution of MOA			\$ 4,000
Affirmative Investments management			\$10,000
<b>D. TOTAL USES</b> (should equal C. on page 1 and E. below)			<b>\$41,270</b>
Sources of Funds		Status (requested, expected, confirmed)	(rounded amounts)
Newton CPA Funds		Requested	\$21,270
State (DHCD) Grant Funds		Received	\$20,000
<b>E. TOTAL SOURCES</b> (should equal C. on page 1 and D. above)			<b>\$41,270</b>
SUMMARY ANNUAL OPERATIONS & MAINTENANCE BUDGET (cannot use CPA funds)			
Uses of Funds			(rounded amounts)
Not applicable			
<b>F. TOTAL ANNUAL COST</b> (should equal G. below)			<b>\$</b>
Sources of Funds			(rounded amounts)
Not Applicable			\$
			\$
			\$
			\$
<b>G. TOTAL ANNUAL FUNDING</b> (should equal F. above)			<b>\$</b>

Project TIMELINE	Phase or Task	Season & Year
Submission of funding requests		February – April 2021
Completion of Noise Assessment		February – March 2021
Phase II		April - June 2021
Initiation and Completion of MOA Process with Massachusetts Historical Commission		February – July 2021

Project TITLE		West Newton Armory Affordable Housing Development Project	
<input type="checkbox"/> Check off submitted attachments here. See also supplemental checklist for housing proposals.			
REQUIRED	AI Final Report	PHOTOS	of existing site or resource conditions (2-3 photos may be enough)
		MAP	of site in relation to nearest major roads (omit if project has no site)
Pre-proposals: separate attachments not required, just use page 3 of form.  <b>Full proposals: separate, detailed budget attachments REQUIRED.</b>	See Phase II Proposal	<b>PROJECT FINANCES</b> printed and as computer spreadsheets, with both uses & sources of funds	
		<b>Development pro forma/capital budget:</b> include total cost, hard vs. soft costs and contingencies, and project management – amount and cost of time from contractors or staff (in-kind contributions by existing staff must also be costed)	
		<b>Operating/maintenance budget, projected separately for each of the next 10 years</b> (CPA funds may not be used for operations or maintenance)	
		<b>Non-CPA funding:</b> commitment letters, letters of inquiry to other funders, fundraising plans, etc., including both cash and est. dollar value of in-kind contributions	
		<b>Purchasing of goods &amp; services:</b> briefly summarize sponsor’s understanding of applicable state statutes and City policies	
REQUIRED for full proposal.	<b>SPONSOR QUALIFICATIONS, INSTITUTIONAL SUPPORT</b>		
	NA	<b>For sponsoring department or organization, most recent annual operating budget</b> (revenue & expenses) & <b>financial statement</b> (assets & liabilities); each must include both public (City) and private resources (“friends” organizations, fundraising, etc.)	
	X	<b>Cover Letter</b> From head of City department, board or commission confirming: current custody, or willingness to accept custody, of the resource and commitment of staff time for project management Planning Dept or Mayor to take responsibility. Summary of proposal	
	X	<b>For project manager:</b> relevant training & track record of managing similar projects	
REQUIRED for all full proposals involving real estate acquisition, construction or other building/ landscape improvements.	<b>SITE CONTROL, VALUE &amp; DEED RESTRICTIONS</b>		
	NA	<b>Owner’s agreement to a permanent deed restriction for affordability</b>	
	<b>ZONING &amp; PERMITTING</b>		
	NA	Short email confirming review by the <b>Development Review Team (DRT)</b>	
	See Summary attachment	<b>Brief property history:</b> at least the last 30 years of ownership & use (ask CPC staff for assistance with sources) Summary of process with DCAMM and next steps	
	NA	<b>Environmental mitigation plans:</b> incl. lead paint, asbestos, underground tanks	
	NA	<b>Zoning relief and permits required:</b> incl. parking waivers, demolition or building permits, comprehensive permit or special permit	
	NA	<b>Other approvals required:</b> Newton Conservation Commission, Newton Historical Commission, Newton Commission on Disabilities, Massachusetts Historical Commission, Massachusetts Architectural Access Board, etc.	
	<b>DESIGN &amp; CONSTRUCTION</b>		
	AI Final Report	<b>Professional design &amp; cost estimates:</b> include site plan, floor plans & elevations	
	<b>Materials &amp; finishes;</b> highlight “green” or sustainable features & materials		
OPTIONAL for all proposals.		<b>LETTERS of SUPPORT</b>	from Newton residents, organizations, or businesses