

**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.

052

*Need more details on funding  
Issue of maintenance on housing that is not  
required by CPA funds*

**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:**

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

DZAO

Much greater detail will be available before the March, 2004 Town Meeting.

*Handwritten signature*

**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      781-259-0124  
[scheffassoc@earthlink.net](mailto: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 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	<u>\$ 200,000</u>
<b>TOTAL PROJECT COSTS FY 05, 06 and 07</b>	<b>\$ 709,000</b>
<b>TOTAL CPC REQUEST      FY 05, 06 and 07</b>	<b>\$ 500,000</b> (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:

FY05	\$239,500
FY06	\$110,500
FY07	<u>\$150,000</u>
<b>TOTAL</b>	<b>\$500,000 (Table 1)</b>

**TABLE 2**

Lincoln Housing Commission		1/6/2003				
Back-up data for Community Preservation Grant submission						
	Lot 42 (30 Sunnyside)		Lot 41		septic	Total
	Existing	Accessory	Main House	Accessory	system	
Size (square feet)		700	2000	700		
Number of Bedrooms	4	1	4	1		10
<b>IMPROVEMENTS</b>						
Construction (SF X \$100)		\$70,000	\$200,000	\$70,000		\$340,000
Improvement of existing	\$50,000					\$50,000
Site work/utilities			\$5,000			\$5,000
Foundation/Slab			\$5,000			\$5,000
Driveway/paving			\$2,500			\$2,500
Landscaping			\$2,000			\$2,000
<b>TOTAL IMPROVEMENTS</b>			<b>\$14,500</b>		<b>\$50,000</b>	<b>\$64,500</b>
<b>SOFT COSTS</b>						
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
<b>TOTAL SOFT COSTS</b>		<b>\$12,500</b>	<b>\$12,000</b>			<b>\$24,500</b>
<b>TOTAL DEVELOPMENT COSTS</b>	<b>\$50,000</b>	<b>\$82,500</b>	<b>\$226,500</b>	<b>\$70,000</b>	<b>\$50,000</b>	<b>\$479,000</b>
<b>TOTAL LOT DEVELOPMENT COSTS</b>	<b>Lot 42=</b>	<b>\$132,500</b>	<b>Lot 41=</b>	<b>\$296,500</b>		

One unit came up in 11/03 but in a group of 4 townhouses, 3 of which are already subsidized

**TABLE 1**

Fiscal Year	Implementation Costs	Maintenance Costs	Total Costs	Other Funding Sources	CPC Funds Requested	
<b>FY2004 (Already Funded)</b>	Buy Down at Battle <sup>7</sup> Road Farm		\$150,000		Funded by CPC	
	Purchase of one parcel on Sunnyside Lane		\$119,000		Funded by CPC	
	Septic System on Sunnyside Lane		\$ 18,000		Funded by CPC - NO	
	Purchase of Sunnyside Lane parcels		\$ 28,000	RLF Lincoln Foundation	\$ 14,000 \$ 14,000	
<b>FY2005</b>	65 Tower-renovation		\$ 30,000	Town Maintenance Budget	\$ 20,000	
	Sunnyside Lane Lot 41 development		\$ 296,500	Rent	\$ 10,000	
	Joint Septic System for Lots 41 & 42		\$ 50,000	Lincoln Foundation & other donations	\$ 75,000	
			TOTAL= \$376,500	H.O.M.E.	\$ 14,000	\$207,500
				FY04 CPC Allocation	\$18,000	\$ 32,000
				Someone else has funded this	TOTAL= \$137,000	TOTAL= \$ 239,500
<b>FY2006</b>	Sunnyside Lane Lot 42 development					
	*Renovate existing building		\$ 50,000	Town Maintenance Budget	\$ 15,000	\$ 35,000
	*New Accessory Apt.		\$ 82,500	HOME	\$ 7,000	\$ 75,500
			TOTAL= \$132,500	TOTAL= \$ 22,000	TOTAL= \$ 110,500	
<b>FY2007</b>	Buy Down		\$200,000	Lincoln Foundation	\$ 50,000	TOTAL= \$ 150,000
<b>FY2008</b>	Not yet determined					
<b>Total FY05, FY06, &amp; FY07</b>			\$709,000		\$209,000	TOTAL= \$ 500,000

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

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**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

**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	} must report out
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	
<b>TOTAL PROJECT COSTS FY 06</b>	<b>\$ 923,500</b>	
<b>TOTAL CPC REQUEST FY 06</b>	<b>\$ 823,500</b>	(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.

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**

Fiscal Year	Implementation Costs	Maintenance Costs	Total Costs	Other Funding Sources		CPC Funds Requested
FY2006	65 Tower-renovation		\$ 50,000			\$ 50,000
	Sunnyside Lane Lot 41 completion		\$ 114,500			\$ 114,500
	Sunnyside Lane Lot 42 development Renovate existing Building & add Accessory Apt		\$ 167,500	H.O.M.E.	\$ 9,000	\$ 158,500
	Buydown 2 units		\$600,000	Lincoln Foundation	\$100,000	\$ 500,000
			<b>TOTAL=</b> <b>\$537,500</b>	<b>TOTAL=</b>	<b>\$130,000</b>	<b>TOTAL=</b> <b>\$ 823,500</b>

TABLE 2

Lincoln Housing Commission		1/6/2003				
Back-up data for Community Preservation Grant submission						
	Lot 42 (30 Sunnyside)		Lot 41		<del>Total</del> septic system	Total
	Existing	Accessory	Main House	Accessory		
Size (square feet)		700	2000	700		
Number of Bedrooms	4	1	4	1		10
<b>IMPROVEMENTS</b>						
Construction (SF X \$100-\$150)		\$105,000	\$220,000	\$77,000		\$402,000
Improvement of existing	\$50,000					\$50,000
Site work/utilities			\$5,000			\$5,000
Foundation/Slab			\$5,000			\$5,000
Driveway/paving			\$2,500			\$2,500
Landscaping			\$2,000			\$2,000
Septic system for both parcels					50,000	\$50,000
<b>TOTAL IMPROVEMENTS</b>			\$14,500		50,000	\$64,500
<b>SOFT COSTS</b>						
Survey		\$1,500	\$1,500			\$3,000
Site engineering		\$3,000	\$3,000			\$6,000
Architect		\$5,000	\$12,000			\$17,000
Legal		\$3,000	\$3,000			\$6,000
<b>TOTAL SOFT COSTS</b>		\$12,500	\$19,500			\$32,000
<b>TOTAL DEVELOPMENT COSTS</b>	\$50,000	\$117,500	\$254,000	\$77,000	\$50,000	\$548,500
<b>TOTAL LOT DEVELOPMENT COSTS</b>	Lot 42=	\$167,500	Lot 41=	\$331,000		
<b>Funding Sources</b>						
Town Meeting FY04					\$18,000	\$18,000
CPA FY05				\$207,500	\$32,000	\$239,500
H.O.M.E. FY 05				\$9,000		\$9,000
CPA FY06		\$158,500		\$114,500		\$273,000
H.O.M.E. FY 06		\$9,000				\$9,000
<b>Total Funding</b>		\$167,500		\$331,000	\$50,000	\$548,500
<b>Balance Needed</b>		\$0		\$0	\$0	\$0
Lincoln Foundation Fundraising		\$0		\$0	\$0	\$0
<b>Original FY04 estimates</b>		132,500	226,500	\$296,500	50,000	\$705,500
<b>Percent change Parcel</b>	0	20.90%		10.42%	0	28.62%
		stick built				

higher because no longer can be modular, must be stick built