

TOWN OF GRAFTON  
COMMUNITY PRESERVATION COMMITTEE

# COMMUNITY PRESERVATION PROGRAM AND PLAN

Date: December 14, 2004

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## I. Introduction: A Brief Introduction to the Community Preservation Act in Grafton

The Community Preservation Act (the “CPA, MGL: 44B”) allows any city or town in the Commonwealth of Massachusetts to adopt a property surcharge with revenues from this surcharge (and state matching funds) devoted to open space, historic preservation, affordable housing, and land for recreational use. The Town of Grafton (the Town) adopted the CPA in May of 2001. The Grafton CPA was established with a 1½% surcharge based upon the property tax. The surcharge went into effect with the start of FY 03 on July 1, 2002.

Consistent with the terms of the CPA and with a bylaw adopted at Grafton’s 2001 Semi-Annual Town meeting, a Community Preservation Committee (CPC) was formed to study and recommend to the Town Meeting how Grafton’s CPA revenues should be spent. The committee, appointed by the Selectmen and representative committees, currently consists of 4 at-large members and one representative each from the Town’s Conservation Commission, Historical Commission, Housing Authority, Planning Board, and Recreation Commission. This is the Town’s only inter-agency committee and thus has a very wide scope of represented interests.

The committee was organized in October, 2002 and fully appointed in January 2003. The committee has held regular meetings since October 2002 and immediately proceeded to establish operating policies and principles and to examine projects that would fit with the intent of the CPA.

At Town Meetings the voters are asked to approve the committee’s recommendations for funding. No projects can be undertaken without the approval of the Town Meeting.

This document includes a form that may be used to submit ideas for new proposals. Citizens are also welcome to attend meetings of the CPC. Meeting dates and times, and meeting agendas, are posted with the Town Clerk and are also available on the Town Web Site. You may also write to the Committee at CPC, Grafton Municipal Center, 30 Providence Road, Grafton MA 01519.

## II. Motivation

### A. Grafton's Vision Statement

(from the "Town of Grafton Massachusetts 2001 Comprehensive Plan," Page 18):

*GRAFTON is a small town with a strong sense of community made up of historical New England villages and new neighborhoods, whose residents are its most vital asset, where pastoral landscapes are valued, where open space preservation is considered integral to our town's character, and where carefully-planned residential as well as non-residential development enhance the community's economic stability.*

### B. Grafton's Commitment To Community Preservation

For years, Grafton longtime residents and new arrivals have expressed a strong interest in preserving our small town character. The above vision statement was created through a community wide visioning process. The statement affirms the Town's priority on open space, historic preservation, affordable housing, and recreational activities. These measures have been repeated many times in the last years. Open space initiatives had been well supported with the purchase of three large parcels for limited development. Recognizing the need for open space and resource protection, the Grafton Board of Selectmen, Conservation Commission and Planning Board were among the co-nominators of the Miscoe, Warren and Whitehall Area of Critical Environmental Concern (ACEC). This area, which includes 3,000 acres in Grafton, was recognized for its unfragmented and diverse wildlife habitat, rare species habitat, and water quality, as well as its unique and significant historical resources. The Secretary of Environmental Affairs designated this area as an ACEC in July 2000.

Initiatives for historic preservation had been minimal although town citizens recognized the need for preserving such spots as the Town Common, one of the most scenic in the state. Attempts to improve affordable housing had met with little success as demonstrated by the failure of an inclusionary zoning by-law in 2002.

The CPC has carried forth the intention of the original CPA organization to focus its attention on the Town's need for recreational facilities to support Little League baseball and football, soccer, lacrosse, and other recreational activities, recognizing the large gap between needed facilities and availability of existing facilities. It also has looked at historic initiatives that could be funded, recognizing that very little has been done in the past to support this important part of Grafton heritage.

### III. Goals & Needs

#### Assessment Process

Funds collected under the Community Preservation Act can only be spent for four community preservation areas: open space, historic preservation, affordable housing, and land for recreational use. At least 10% of the funds received in any fiscal year must be spent or set aside for each of the first 3 of these areas (open space, historic preservation, affordable housing). The remaining 70% of each year's funds can be spent in any of the four areas, as determined by the needs of the community. However, CPA funds cannot be spent on maintenance or used to supplant funds being used for existing community preservation purposes. Up to 5% of annual revenues can be spent on administrative and operating expenses of the Community Preservation Committee.

To translate the town's vision statement into specifics and determine which projects should be considered, the CPC gathers information and ideas from the Town's Master Plan, Town departments and committees, and town people and organizations knowledgeable about each of the community preservation areas. In addition the CPC has taken note of possible opportunities, which unfolded due to changes in use of town owned facilities and input from various studies underway.

Based upon the information gathered from these sources, we developed an assessment of Grafton's goals and needs in each of the community preservation areas and a list of proposed projects in each of these areas. Some projects are for near-term action; others are still under discussion for the future. This allows the Town and the CPC to do future planning and to integrate the Town's Master Plan into its assessments. Needs outlined in the Town Master Plan are utilized as part of the goal setting process by the CPC.

#### A. Open Space

##### 1. Open Space Resources

Grafton enjoys a variety of open space resources located throughout the Town. It also has the ability to share resources owned by the Grafton Land Trust and made available for public use. These resources include Merriam Road Conservation Area, Brigham Hill Preserve (GLT), Silver Lake, the Great Meadows, the Hennessey and Webber properties, Lake Ripple and surrounding lands of the GLT, and the newly acquired Robinson Property (Hassanamesitt) and the adjacent lands of Oakmont Farms.

##### 2. Open Space Goals

Open Space resources are highly valued by Grafton residents. Grafton has had an Open Space and Recreation Plan since 1978. This has been updated several times, with the latest version being incorporated into the Town's Master Plan of 2001. The following are excerpts from that plan:

## Community Preservation Program And Plan

Preserve Grafton's Town Character

Preserve and enhance Grafton's water resources

Protect and conserve Grafton's land resources

Enhance use of existing recreation and conservation areas

Provide Grafton with varied and geographically balanced recreational facilities and opportunities

## **B. Historic Preservation**

### **1. Historic Preservation Resources**

Grafton has a number of historic assets, the premier of which is the Town Common and Historic District including the town owned old Town Hall, which is an anchor to the district. Additionally the Old and Indian Cemetery contains many gravestones, which were carved by famous carvers. Old homes on Brigham Hill, South Street, North Street, and Oak Street add to the charm of the Town Common. There are several churches, which abut the common and date back to the 1700s. The Willard House and Clock Museum, a privately owned museum, attracts many visitors from out of Town and hosts several historic programs each year. Hassanamesitt, site of an Indian Praying Village, provides unique insight into the history of earlier inhabitants of this area.

The heritage of Grafton is deeply rooted in the mill villages established along the Blackstone and Quinsigamond Rivers during the Industrial Revolution. The villages are in danger of losing their character as these areas become redeveloped. The historic Blackstone Canal, which passes through South Grafton, is recognized as a resource of regional and national significance.

### **2. Historic Preservation Goals**

The Town's Master Plan, Historic Commission, and District Commission have identified the following goals:

Preservation and enhancement of properties of historic, archeological, and cultural significance

Protection of and preservation of the Grafton Common and District

Preservation of important features of the Old and Indian Cemetery

Providing education and community outreach regarding the historic and cultural resources within Grafton through programs, brochures, etc.

Work with the Blackstone Valley National Heritage Corridor to develop programs furthering the preservation of historically important features in Grafton

## **C. Affordable Housing**

### **1. Affordable Housing Resources**

As of the 2000 census, Grafton had 5820 residential units. At present 294, or 5.05% of Grafton's housing units are classified as affordable "subsidized housing" by the State's Department of Housing and Community Development (DHCD) for the purposes of

## Community Preservation Program And Plan

Chapter 40B. These units are located as follows:

Forest Lane and Maxwell Drive (GHA)	128 units
McHale Drive (GHA)	6 units
Veterans Circle (GHA)	16 units
Forest Lane (GHA)	20 units
Other	124 units
<hr/>	
Total	294 units
<u>Additional Needed for 10% Threshold</u>	<u>288 units</u>
	582 units

In addition, one mixed-use condominium development has been permitted by the Grafton Zoning Board of Appeals (ZBA), which includes 260 total units with 20% to be affordable, or an additional 52 units. A highly contested plan for 76 units with 19 affordable units has also been recently approved by the ZBA. This project has many environmental impacts and is being contested by residents in both Housing Appeals Court and Superior Court.

The lack of affordable housing in Grafton is due in part to conditions imposed by the DHCD for long-term affordability documentation. There are units in Center and North and South Grafton, which rent for less than the current standard rental specified by DHCD. However, because they are not subsidized, and are not on an approved program listing, they are not counted. The possibility of additional large-scale Chapter 40B projects is still present.

### **2. Affordable Housing Goals**

Encourage housing development patterns that preserve open space and natural features

Reinforce villages with mixed uses and a variety of housing types

Attain a rate of growth that will neither stifle economic growth nor damage the sense of community

Provide housing options that will allow residents to remain in Town as they age and allow the children of residents to establish families in Grafton

Establish minimum or better production of affordable units at a growth rate of at least .75% (approximately 40) per year.

### **D. Recreation**

Funding through the Community Preservation Act is limited to the “acquisition, preservation, and creation of land for recreational use”. Acquisition is defined as obtaining by gift, purchase, rental, lease, etc. Preservation is defined as protection from injury, harm, or destruction. The land cannot be used for “a stadium, gymnasium, or similar structure,” but it can be used for “community gardens, trails, and non-commercial youth and adult sports” and for “parks, playgrounds, or athletic fields”.

## **1. Recreational Use Land Resources**

Grafton residents enjoy a variety of land resources that support recreational activities. Silver Lake provides swimming and other summer activities. Playing fields support organized sports such as soccer, baseball, football, and lacrosse. The Senior Center in the Municipal Center, just recently opened, houses many activities for seniors with the next-door gymnasium available for walking or basketball or other sports. The Grafton Land Trust holds over 200 acres of protected land available to the public for passive recreation. Lake Ripple, just partially dredged, has excellent fishing including ice fishing and skating in the winter. The Recreation Department runs programs at the parks in the summer and at various facilities during the winter.

In 2003 a Town-hired consultant completed a survey of recreational fields. That survey indicates a distinctive and urgent need for additional recreational sports fields and a need to upgrade existing fields.

## **2. Recreational Goals**

Enhance use of existing recreation and conservation areas

Provide Grafton with varied and geographically balanced recreational facilities and opportunities



## IV. CPC GUIDING PRINCIPLES

To facilitate the process of meeting its goals the CPC has adopted the following Guiding Principles:

1. Protect Grafton's unique character, quality of life, and natural and man-made resources through town-wide planning efforts. This includes gathering data and creative input from all applicable town-sanctioned boards and entities, as well as from private citizens;
2. Plan for development and redevelopment in areas where adequate infrastructure is already available or can be upgraded without causing damage to natural resources;
3. Promote the preservation of open spaces and natural resources including wildlife habitat, water quality and watershed protection, working farms and forests, as part of a long-term economic strategy;
4. Promote new economic development techniques that consider the physical and ecological limitations of our natural resources, such as the ability to provide sufficient water for Grafton's needs, to maintain the quality of all town watersheds and their ability to assimilate pollutants, and to support Grafton's habitats in order to maintain biodiversity;
5. Implement the goals of the Grafton Community Preservation Committee as set forth in Article 34 of the Town of Grafton Bylaws, namely, to acquire, create and preserve open space, historic resources, land for recreational use, and community housing. These activities may also include the rehabilitation and/or restoration of such open space, historic resources, land for recreational use, and community housing;
6. Promote the adoption of policies that encourage developers to select less consumptive land-use patterns.

## V. SELECTION CRITERIA

The Community Preservation Committee requires that all proposed projects be eligible for CPA funding according to the requirements described in the CPA legislation and implementing guidelines (IGR-20-02). In addition, the projects are evaluated using the selection criteria as established in the Selection Criteria Guidelines included as Appendix 2 in this document.

## VI. FUNDED PROJECT STATUS REPORT AND RECOMMENDATIONS

<b>Site #</b>	<b>Project</b>	<b>Sponsor</b>	<b>Type</b>	<b>Cost</b>	<b>Funding Year</b>	<b>Description</b>	<b>Status</b>
1	Ekblaw Landing	Roger Hammond/ Grafton Dept. of Public Works	Recreation	\$60,000	2003	There is a piece of property on a river in town that was an old fruit stand and is totally run down. The project will transform the parcel into an entrance into Grafton with a canoe launch. This is a combination recreation and historic project as some of the historic features of the property will be highlighted.	Signage purchased and site work pending Verizon's completion of pole relocation.
2	South Grafton Community Center Structural Study	Grafton Veterans of Foreign Wars	Historic Preservation	\$5,000	2003	For a structural analysis of a historic building in town.	Study completed. Study to be presented to Board of Selectmen before Fall 2004 Town Meeting.
3	Hassanamesitt Woods	Carol Hall/ Trust for Public Land	Open Space	\$500,000	2004	For a 4-year bond to preserve the Hassanamesitt Village, a 200-acre parcel that is believed to be the site of a Praying Indian Village, founded in 1654 by the Rev. John Elliot to Christianize the American Indian population. The land abuts town-owned and other land owned by the Grafton Public Land Trust, and would create 450 acres of contiguous open space.	Land purchased and deeded to the Town of Grafton with appropriate conservation restrictions.

Community Preservation Program And Plan

<b>Site #</b>	<b>Project</b>	<b>Sponsor</b>	<b>Type</b>	<b>Cost</b>	<b>Funding Year</b>	<b>Description</b>	<b>Status</b>
4	Providence Road Field Study	Roger Hammond/ Grafton Recreational Fields Commission	Recreation	\$22,814	2005	For preliminary planning and design studies recreational fields adjacent to 176 Providence Road.	Study underway.
5	Airport Park Field Study	Roger Hammond/ Grafton Recreational Fields Commission	Recreation	\$27,500	2005	For preliminary planning and design studies recreational fields at Bedford Drive/ 4 Airport Drive (Airport Park).	Study underway.
6	Vault Restoration at former Town Hall	John Stephens/ Grafton Historical Commission	Historic Preservation	\$22,174	2005	To renovate the vault at the former Town Hall and install an appropriate climate control system to provide secure storage for Grafton's historical artifacts and archival materials.	Engaging contractor to perform work.
7	Historic gravestone replication	John Stephens/ Grafton Historical Commission	Historic Preservation	\$7,500	2005	For preservation and replication of 3 historically significant 18th century gravestones located in Old and Indian Cemetery with installation of original gravestones on a showcase facility in a town facility.	Engaging contractor to perform work.

Community Preservation Program And Plan

<b>Site #</b>	<b>Project</b>	<b>Sponsor</b>	<b>Type</b>	<b>Cost</b>	<b>Funding Year</b>	<b>Description</b>	<b>Status</b>
8	Silver Lake weed barrier.	Paul Vigeant/ Grafton Conservation Commission	Open Space	\$16,800	2005	To purchase and install aquatic weed control materials at Silver Lake.	Weed barrier purchased and installed under budget. \$6,300 of excess appropriation returned.
	Interpretative signage for preserved open space.	Ed Hazzard/ Grafton Land Trust	Open Space	\$10,000	2005	For design and construction of interpretative signs at up to 5 areas of open space where the Town has a beneficial interest.	Money being held to provide resource for acquisition of matching funds to complete the intended scope of the project.
	Dog Park	Grafton Friends of the Dog Park	Recreation/ Open Space	\$10,000	2005	Funds to purchase and install fencing around a dog park at a TBD location. Plan to use this as leverage to obtain some Town Owned land to lease for this use.	Warrant article voted down at Town Meeting.

## VII. FINANCIALS

<b>SOURCE OF FUNDS</b>					
	<u>Local Collections</u>	<u>*State Match of Prior Year</u>	<u>Earnings on Investment</u>	<u>Total</u>	
<b>As of 6/30/2004</b>	\$287,036	\$118,427	\$13,112	\$418,575	
<b>FY2005 **</b>	\$171,123	\$118,427	\$12,180	\$301,730	
<b>Total</b>	\$458,159	\$236,854	\$25,292	\$720,305	
<b>APPROPRIATED FUNDS</b>					
	<u>Open Space &amp; Recreation</u>	<u>Community Housing</u>	<u>Historic Preservation</u>	<u>Operating Expenses</u>	<u>Total</u>
<b>ATM 2003 (Special and Annual)***</b>	\$54,866		\$5,000	\$5,100	\$64,966
<b>ATM 2004 (Special and Annual)</b>	\$212,114		\$29,674	\$14,850	\$256,638
<b>Total</b>	\$266,980		\$34,674	\$19,950	\$321,604
<b>FUNDS CARRIED FORWARD</b>					
Funds Carried Forward					\$398,701
Returned Appropriations****					\$11,242
Balance Forward (includes Reserves)					\$409,943
<b>RESERVES*****</b>					
	<u>Open Space &amp; Recreation</u>	<u>Community Housing</u>	<u>Historic Preservation</u>	<u>Total</u>	
Prior Years Reserves Carried Forward		\$38,185		\$38,185	
<b>RECOMMENDATION FOR APPROPRIATION</b>					
	<u>Open Space &amp; Recreation</u>	<u>Community Housing</u>	<u>Historic Preservation</u>	<u>Operating Expenses</u>	<u>Total</u>
<b>Recommended Projects</b>					
Farnumsville Firehouse			\$1,500		\$1,500
Development Plan within SG Villages	\$10,000				\$10,000
Development of Affordable Housing Plan		\$10,000			\$10,000
Interpretive Sign at Norcross Park			\$7,000		\$7,000
<b>Total Recommended Projects</b>	\$10,000	\$10,000	\$8,500	\$0	<b>\$28,500</b>
<b>FY05 Reserve Addition</b>	<b>\$28,985</b>	<b>\$28,985</b>	<b>\$28,985</b>		<b>\$86,955</b>
<b>Funds Remaining After Recommended Appropriations (includes reserves)</b>					<b>\$381,443</b>
<i>Funds Remaining After Recommended Appropriations does not include the second of four bond payments (\$135,000) due on Hassanamesitt Woods Project. Approval for this payment will be sought ATM May 2005.</i>					
<b>NOTES</b>					
* State Match is received on a year lag; match for FY03 surcharge was received in FY04.					
** FY2005 State Match Revenue is based on FY2004 actual revenue.					
*** ATM = At Town Meeting.					
**** Returned Appropriations result when projects are completed under budget. \$11,242 is comprised of \$4,742 of FY04 administration expenses and \$6,300 from Weed Control Project at Silver Lake.					
***** Prior to the tax rate being set, 10% of the estimated FY revenue (surcharge plus state match) must be reserved in each of the three categories.					

## Appendix 1 List of References

### **A. Hard Copy Resources**

[Massachusetts General Laws Chapter 267 of 2000](#) - AN ACT RELATIVE TO COMMUNITY PRESERVATION. - CHAPTER 44B. COMMUNITY PRESERVATION.

Town of Grafton Master Plan – Available at Grafton Public Library and Grafton Town Clerk’s Office

### **B. Electronic Resources (WWW)**

Executive Office of Environmental Affairs, Community Preservation Initiative –  
<http://commpres.env.state.ma.us/>

Department of Revenue Informational Guideline Releases and Bulletins IGR No. 01-207 and 00-209 -- <http://www.mass.gov/dls/PUBL/lgrindex.htm>; September. 2001 and December 2000 -- <http://www.mass.gov/dls/PUBL/bullidx.htm>

Secretary of State, Guide to Local Acceptance of the Community Preservation Act –  
<http://www.mass.gov/sec/ele/>

Community Preservation Coalition -- <http://www.communitypreservation.org>

Trust for Public Land, Status of Community Preservation Act Implementation and other Resources -- <http://www.tpl.org>

National Park Service, Secretary of the Interior’s Standards for the Treatment of Historic Properties -- [http://www2.cr.nps.gov/tps/standguide/overview/choose\\_treat.htm](http://www2.cr.nps.gov/tps/standguide/overview/choose_treat.htm)

Department of Housing and Community Development-- <http://www.mass.gov/dhcd/>

## Appendix 2 Project Submission Guidelines

### TOWN OF GRAFTON COMMUNITY PRESERVATION COMMITTEE

#### **Guidelines for Project Submission**

- 1) Project requests must be submitted in writing (10 copies) to the Community Preservation Committee.
- 2) Requests must include a statement of need and be documented with appropriate support information. The use of maps, visual aids and other supplemental information is encouraged.
- 3) Obtain quotes for project costs whenever possible. If not available, estimates may be used provided the basis of the estimate is fully explained.
- 4) If the request is part of a multi-year project, include the total project cost and allocations.
- 5) For applicants that have multiple project requests, please prioritize projects.
- 6) Requests must be received at least three months prior to the spring or fall semi-annual Town Meeting. Complex projects may need more advance time.
- 7) Applicants must be present at a CPC meeting to answer questions. The CPC meets the second Tuesday of each month.

Please keep in mind that there are legal limitations on the use of CPA funds. Additional information on the CPA and the Community Preservation Committee can be found at [www.communitypreservation.org](http://www.communitypreservation.org). The committee can be reached through Chairman Frank Bartucca. Frank's work telephone number is (508) 234-6333 and his residence is (508) 839-9030. If you are in doubt about your project's eligibility you are encouraged to submit an application so that the Committee can determine eligibility.

Please submit the project proposal and accompanying documentation to:

Community Preservation Committee  
Grafton Municipal Center  
30 Providence Road  
Grafton, MA 01519

Revised February 10, 2004

TOWN OF GRAFTON COMMUNITY PRESERVATION COMMITTEE

**General Criteria**

The Grafton Community Preservation Committee will give preference to proposals which address as many of the following general criteria as possible:

- Are eligible for Community Preservation Act (CPA) funding according to the requirements described in the CPA legislation; specifically,
  - The acquisition, creation, and preservation of open space.
  - The acquisition, preservation, rehabilitation, and restoration of historic resources.
  - The acquisition, creation, and preservation of land for recreational use.
  - The creation, preservation, and support of community housing (including items such as annual payments to the housing authority to preserve or expand the affordable housing supply).
  - The rehabilitation and restoration of open space, land for recreational use, and community housing that is acquired or created using monies from the fund.
- Is consistent with the current Master Plan and other planning documents that have received wide scrutiny and input and have been adopted by the town;
- Preserve the essential character of the town as described in the Master Plan;
- Save resources that would otherwise be threatened and/or serve a currently under-served population;
- Either serve more than one CPA purpose (especially in linking open space, recreation and community housing) or demonstrate why serving multiple needs is not feasible;
- Demonstrate practicality and feasibility, and demonstrate that they can be implemented expeditiously and within budget;
- Produce an advantageous cost/benefit value;
- Leverage additional public and/or private funds;
- Preserve or utilize currently owned town assets; and
- Receive endorsement by other municipal boards or departments.



## Category Specific Criteria

**Open space** proposals which address as many of the following specific criteria as possible will receive preference:

- Permanently protect important wildlife habitat, including areas that
  - are of local significance for biodiversity;
  - contain a variety of habitats, with a diversity of geologic features and types of vegetation;
  - contain a habitat type that is in danger of vanishing from Grafton; or
  - preserve habitat for threatened or endangered species of plants or animals.
- Preserve Grafton's rural and agricultural character.
- Provide opportunities for passive recreation and environmental education.
- Protect or enhance wildlife corridors, promote connectivity of habitat or prevent fragmentation of habitats.
- Provide connections with existing trails or potential trail linkages.
- Preserve scenic views.
- Border a scenic road.
- Protect drinking water quantity and quality.
- Provide flood control/storage.
- Preserve important surface water bodies, including wetlands, vernal pools or riparian zones.
- Preserve a primary or secondary priority parcel in the Open Space Plan.

**Historical** proposals which address as many of the following criteria as possible will receive preference:

- Protect, preserve, enhance, restore and/or rehabilitate historic, cultural, architectural or archaeological resources of significance, especially those that are threatened;
- Protect, preserve, enhance, restore and/or rehabilitate town-owned properties, features or resources of historical significance;
- Protect, preserve, enhance, restore and/or rehabilitate the historical function of a property or site;
- Project is within a Grafton Historic District, on a State or National Historic Register, or eligible for placement on such registers, or on the Grafton Historic Properties Survey;
- Project demonstrates a public benefit; or
- Project demonstrates the ability to provide permanent protection for maintaining the historic resource.

## Community Preservation Program And Plan

**Affordable Housing** proposals which address as many of the following criteria as possible will receive preference:

- Contribute to the goal of achieving 10% affordable housing;
- Promote a socioeconomic environment that encourages a diversity of income, ethnicity, religion and age;
- Provide housing that is harmonious in design and scale with the surrounding community;
- Intermingle affordable and market rate housing at levels that exceed state requirements for percentage of affordable units;
- Ensure long-term affordability;
- Promote use of existing buildings or construction on previously-developed or Town-owned sites;
- Convert market rate to affordable units; or
- Give priority to local residents, Town employees, and employees of local businesses.

**Recreation** proposals which address as many of the following criteria as possible will receive preference:

- Support multiple active and passive recreation uses;
- Serve a significant number of residents;
- Expand the range of recreational opportunities available to Grafton residents of all ages;
- Jointly benefit Conservation Commission and Park and Recreation Commission initiatives by promoting a variety of recreational activities;
- Maximize the utility of land already owned by Grafton (e.g. school property); or
- Promote the creative use of railway and other corridors to create safe and healthful non-motorized transportation opportunities.

## GRAFTON COMMUNITY PRESERVATION COMMITTEE

### Funding Rating Criteria

The project must meet all the legal criteria of the Community Preservation Act. The project must be well documented and provide sufficient information to be feasible. The following criteria will be considered as the project is evaluated. However, meeting all of the criteria does not guarantee CPC support for the project.

Check each line as it applies:

- 1) Does the project have other sources of funding? If so, indicate percentage.
- 2) Does the project require urgent attention?
- 3) Does the project serve a currently underserved population?
- 4) Does the project preserve a threatened resource?
- 5) Is the project consistent with existing Grafton Planning Documents such as the Master Plan or Open Space Plan?
- 6) Does the project fit within the current or already proposed zoning regulations?
- 7) Does the project have a means of support for maintenance and upkeep
- 8) Does the project involve currently owned municipal assets?
- 9) Does the project have two other sources of funding?
- 10) Does the project have more than two other sources of funding?
- 11) Does the project involve two core concerns of the CPA?
- 12) Does the project involve all three-core concerns of the CPA?
- 13) Does the project have community support?
- 14) Does the project have sufficient supporting documentation?
- 15) Does the project have support from another Board or Committee?
- 16) Does the project provide a positive impact to the community?
- 17) Does the project have the support of the majority of immediate abutters?
- 18) Does the project reclaim abandoned or previously developed lands?
- 19) Does the project require special permitting?

## Open Space Criteria for Parcel Selection

Check each line as it applies to the parcel of land under consideration:

- 1) Is it within a delineated wellhead protection area (Zone I or Zone II)?
- 2) Would it enhance protection of a wellhead area?
- 3) Is it within Grafton's water protection overlay system?
- 4) Is wetland protection a consideration?
- 5) Is vernal pool protection a consideration?
- 6) Is stream and bank protection an issue?
- 7) Is this an Area of Critical Environmental Concern?
- 8) Is this project within the Natural Heritage Endangered Zone?
- 9) Would this proposal contribute to a Greenway?
- 10) Would this proposal contribute to forested land?
- 11) Would this proposal enhance protection of any FEMA designated floodway?
- 12) Will this purchase protect other parcels?
- 13) Does this parcel abut protected land?
- 14) Does this parcel support a significant wildlife habitat?
- 15) Is this parcel at risk for development?
- 16) Is this parcel listed for sale?
- 17) Did this parcel have a past proposal for development?
- 18) Are grants available? If so has application been made?
- 19) Is there a historic significance to this parcel?
- 20) Are there any old foundations located in this parcel?
- 21) Are stone walls located within this parcel?
- 22) Does this parcel house any old roads, trails, cart paths, or scenic vistas?
- 23) Are there any active or passive recreation possibilities associated with this parcel?
- 24) Is this parcel suitable for a community garden or farm?
- 25) Is this parcel suitable for nature observation and educational programs?

## Historic Preservation Selection Criteria

Check each line as it applies:

- 1) Is the building on the National Register of Historic Places?
- 2) Is the property eligible for listing on the National Register of Historic Places?
- 3) Is the property on the State Historic Register?
- 4) Is the property eligible for listing on the State Historic Register?
- 5) Has the property been included in the local Survey of Historic Properties?
- 6) Is the property in danger of being demolished?
- 7) Are there potential archeological artifacts at the site?
- 8) Has the property been noted in published histories of the town or county?
- 9) Is there a realistic chance of restoring the property?
- 10) Are there other potential uses for the property, which could benefit the town?
- 11) Could the building be converted for affordable housing use while still retaining its' historic quality?
- 12) Is the property part of an historic area or district in the town?
- 13) Is the owner also interested in preserving the historic integrity of the property?
- 14) Is there an opportunity for other matching funding to preserve the property?  
Explain
- 15) Are there any particularly important historic aspects about the property?
- 16) Was a known architect of the era involved in the design of the structure?
- 17) Did the property ever play a documented role in the history of the town?

## Affordable Housing Selection Criteria

Check each line as it applies:

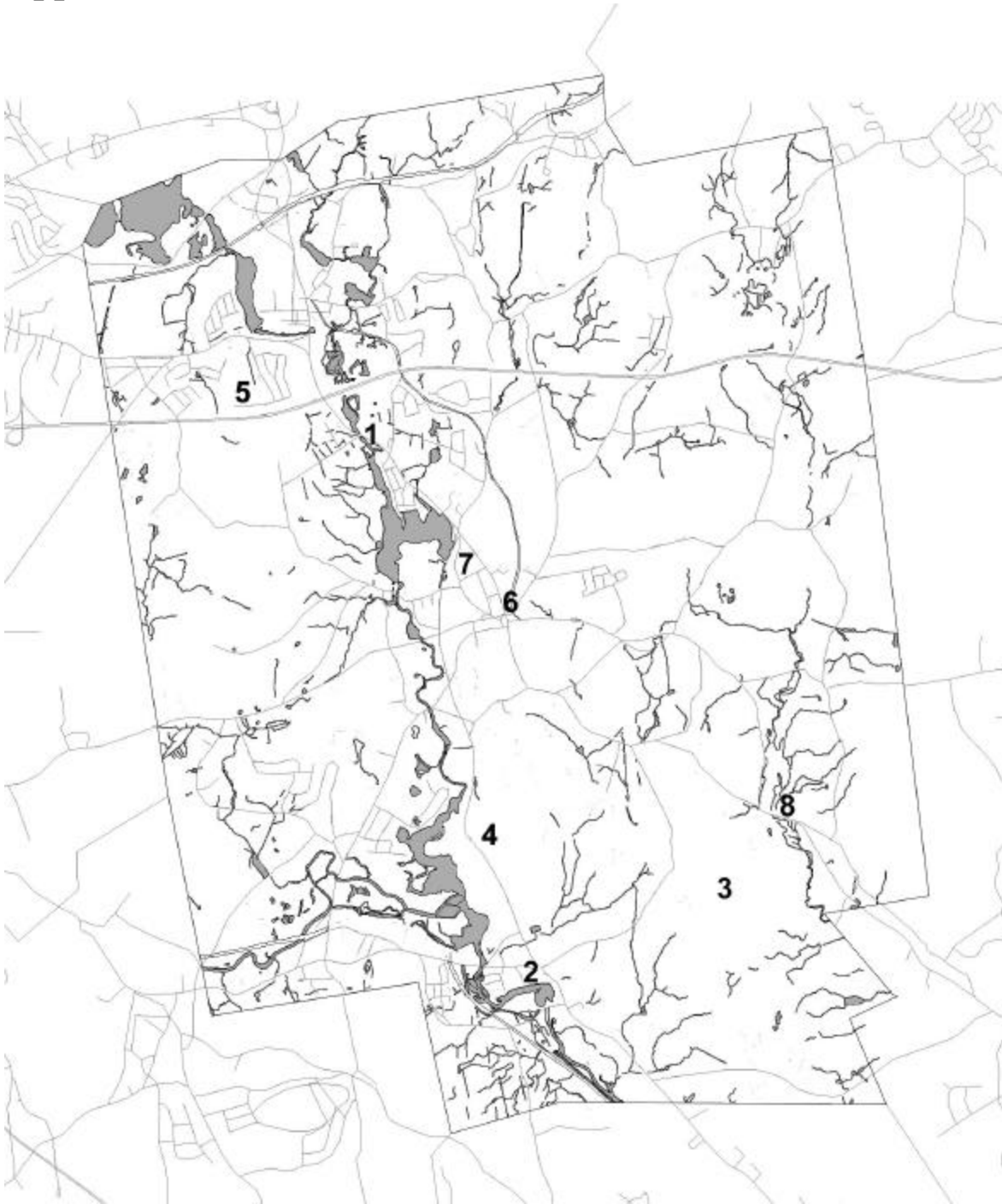
- 1) Will this involve the renovation of an existing building? If so,
  - Is the building structurally sound?
  - Is it free of lead paint? (This would be necessary if children are to live there).
  - Is it free of asbestos, pollutants, and other hazards?
  - Is there Town sewerage?
  - Is the septic system in compliance with Title 5?
  - Does the building comply with building and sanitary codes?
  - Is it handicap accessible?
  - Is this a conversion of market rate to affordable housing?
  - Is this a tax title property?
- 2) Does this project involve the building of a new structure? If so,
  - Will the structure be built on tax title property?
  - Will it be built on Town owned land?
  - Will it be built on donated land?
  - Are there other grants available to help fund this project? Explain.
  - Are there other programs such as Habitat for Humanity involved?
  - Will the project be built on a previously developed site?
- 3) Does the project provide housing that is similar in design and scale with the surrounding community?
- 4) Does this serve the 60% income level population?
- 5) Does this serve the 80% income level population?
- 6) Will this be geared to one age group?
- 7) Is this infill development?
- 8) Will there be more than two bedrooms?
- 9) Will it be located near conveniences (grocery, mass transit, etc.)?
- 10) Does this project fit with the Master Plan?
- 11) Will there be multiple units?
- 12) Is long term affordability assured?
- 13) Will priority be given to local residents, Town employees, or employees of local businesses?

## Recreation Criteria for Rating CPC Proposals

Check each line as it applies:

- 1) Will the project be used by more than one age group?
- 2) Can the project be used by more than one activity (multiuse)?
- 3) Does the project require maintenance costs of less than \$1000 per year?
- 4) Does the project require maintenance costs of less than \$500 per year?
- 5) Would more than 12 participants normally use the project at once?
- 6) Would more than 20 participants normally use the project at once?
- 7) Is this project the first of its kind in the town?
- 8) Is this project the first of its kind in the county?
- 9) Can the project be used by the participants unsupervised by an adult?
- 10) Are grants available to help pay for the construction?  
If so, has application been made for the grant? \_\_\_\_\_
- 11) Can at least 10% of the cost be done by "In Kind Services"?
- 12) Can at least 25% of the cost be done by "In Kind Services"?
- 13) Does the project include considerations for additional parking?
- 14) Can the project be used more than 1 of the 4 seasons per year?
- 15) Does the project match the surrounding areas looks?
- 16) Does the project include all normal safety considerations?
- 17) Does the project meet all building and safety codes?
- 18) Is the project accessible by pedestrians? \_\_\_\_\_ Cars? \_\_\_\_\_
- 19) Does the project take advantage of connections to other resources?

## Appendix 3 CPC Site Locations



See table in Section VI *Funded Project Status Report And Recommendations* for site numbers.