



# Town of Sudbury

*Sudbury Housing Trust*

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Date: January 28, 2016  
To: Planning Board, Board of Selectmen  
From: Sudbury Housing Trust  
CC: Jody Kablack, Melissa Murphy-Rodrigues  
RE: Sudbury Housing Production Plan

The Sudbury Housing Trust plans to sponsor the renewal of the Sudbury Housing Production Plan (HPP) this spring, and asks for the endorsement of the Planning Board and Board of Selectmen before starting. Both the Planning Board and the Selectmen are required to adopt the HPP plan, and should endorse the effort and provide overall leadership during its development. Sudbury's current HPP is valid until 7/13/2016.

**HPP Regulations:** Housing Production Plans, defined in 760 CMR 56.03 and administered by the Department of Housing and Community Development (DHCD), offer proactive strategies for planning and developing affordable housing. As defined, the HPP identifies the housing needs of a community and the goals and strategies it will use to identify and achieve the 10% threshold of the MGL Chapter 40B state mandate.

By taking a proactive approach in the adoption of a HPP, cities and towns are better able to achieve their affordable housing and community planning goals. HPPs also give communities that are under the 10% threshold of Chapter 40B, but are making steady progress in producing affordable housing on an annual basis, more control over comprehensive permit applications for a specified period of time.

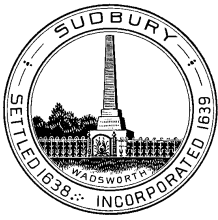
More specifically, when a municipality has a *certified* HPP plan, the Zoning Board of Appeals may deny decisions on comprehensive permit applications as "consistent with local needs" under MGL Chapter 40B as a 'safe harbor'.

A HPP becomes certified only when the following 2 steps are completed: (1) an approved Housing Production Plan is on file at DHCD, **and** (2) a municipality approves the creation of affordable units equal to ½ of 1% of the total number of housing units (in Sudbury 30 units) for one-year certification, or 1.0% (60 units) for a two-year certification. For this purpose, units are created when a comprehensive permit approving the requisite number of housing units is approved, or the units are constructed. It is interesting to note that as of 11/25/15 Tyngsborough is the only HPP certified community in Massachusetts, though 120 communities have approved HPPs. Certification is only complete when units are created (approved or constructed).

**Sudbury SHI 2016:** The Town's status relative to the 10% threshold is documented on the Subsidized Housing Inventory (SHI), also administered by DHCD. Sudbury has 5921 housing units counted on the 2010 Federal census, requiring 592 affordable units to be at 10%. Currently Sudbury has 358 affordable units, 6.05% in total, and 234 short of the 10% goal. The SHI 10% number changes at every decennial census.

**Sudbury SHI 2020:** Based on actual Building Dept. data for 2010-2015, and estimates for housing growth from 2016 – 2020 (40 units per year), Sudbury's total housing units will increase by 373 units in 2020, to 6294. This new total housing unit number for 2020 increases the SHI 10% number to 629, requiring 266 units to get to 10%. These numbers are estimates, which could be higher or lower, as described below. These projections do not take into account either of the potential pending 40B applications, however they do count 5 Home Preservation units added by the Housing Trust through this decade. Additional calculations of potential developments are shown below for illustration.

With one 250 unit project developed in the next few years (and 5 projected units through the Sudbury Housing Trust Home Preservation Program), Sudbury could attain 10%, but will be 41 units short in 2020 with the change in the total number of housing units. Adding two 250 unit projects will jump the SHI to 12.7% in 2020, and keep Sudbury at over 10% until 2030.



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**Sudbury's break even number to be at or above 10% past 2020 (until 2030) would be met with the creation of approximately 300 qualified affordable housing units.**

	1/1/16 2010 Census	2020 Census: +5 HP units	2020 Census: +250 rental units + 5 HP units	2020 Census: +500 rental units +5 HP units	2020 Census: +300 rental units
Total Housing Units	5921	6294 (+373 units total)	6544	6794	6594
10% Requirement	592	629	654	679	659
Affordable units (numerator)	358	363	613	863	663
Difference (+/- 10%)	-234	-266	-41	+184	+4
SHI%	6.05%	5.77%	9.37%	12.7%	10.05%

**HPP Renewal:** Sudbury has a Housing Production Plan that was approved by Department of Housing and Community Development on 7/14/11 and will expire on 7/13/16, after 5 years per the regulations. A renewal of the plan is required to maintain the approved plan status. With an approved plan, Sudbury has an opportunity to avail itself of the provisions and protections of a HPP as described above. Given the pending 40B applications that could be submitted in the next few months, it is prudent to be prepared with an updated HPP should one, or both developments, not proceed.

The HPP renewal process includes writing the plan, holding a public workshop, and finally adoption of the plan by the Planning Board and Board of Selectmen. There are three required components to the Housing Production Plan:

1. Needs Analysis – compilation of demographic data and housing information. Including affordability gaps, needs for age-restricted housing, family household population trends, and other pertinent information.
2. Goals – defined mix of housing desired, consistent with local and regional needs, including rental, homeownership, for families, individuals, persons with special needs, and seniors. The goals set out the numerical goal for annual housing production to reach 10%, with minimum annual production of 0.50% (30 units for Sudbury);
3. Implementation Strategies – Specific projects, sites, initiatives with dates and outcomes.

In order to maintain the approved status of the Sudbury HPP, and not have the plan expire, the HPP must be adopted and delivered to DHCD by April 1, 2016. The Trust plans to hold a public workshop on February 29, 2016, and then proceed to complete the plan and present to the Boards in March 2016.

The HPP effort requires dedicated resources to complete. The Department of Planning and Community Development will provide input and overall oversight, the RHSO will develop the Need Analysis section under its Sudbury allocation, and the Goals and Strategies sections will be prepared by Jennifer Goldson, a consultant to the Sudbury Housing Trust who assisted in the compilation of the HPP in 2011. Additionally Jennifer will lead the public workshop.

We request that you schedule time on your next agenda to discuss this topic, and vote to support moving forward to complete the Housing Production Plan update as described herein.