

ACTON COMMUNITY HOUSING CORPORATION
Minutes, Tuesday, April 8, 2025 – online via Zoom

Pursuant to notice given, a Regular Meeting of the Acton Community Housing Corporation (ACHC) was held on April 8, 2025 at 7:00 pm via zoom. Present and constituting a Quorum for the purpose of conducting business were regular members Janet Adachi, Bob Van Meter, Bernice Baran, associate member Dan Buckley and off-board Clerk Lara Plaskon. Janet authorized Dan to be a voting member for this meeting.

Audience:
Tris

Janet Adachi, Chair, called the meeting to order at 7:00 pm. Janet read the updated meeting notice for the virtual meeting, including guidelines for public participation in the meeting.

I. Regular Business

- **Minutes** – Bob moved to approve the minutes of March 11, 2025, and Dan seconded. Roll call vote, motion passed unanimously.
- **Financial Report**
Dan summarized the financial report through March 31, 2025.
 - Given that Town has received a state grant to cover a portion of the cost of consultant services for the 2025 HPP update, ACHC can expect reimbursement of some of the payments it already has made, and the final cost to ACHC will end up being about \$20K of the committee's original \$40K commitment.
 - Dan and Janet both affirmed that they reviewed the bank statements.
 - Judy moved to approve the financial report and Bob seconded. Roll call vote, motion passed unanimously.
- **Regional Housing Services Offices Update**
Janet noted that the groundbreaking for the Acton Housing Authority's McManus Manor project on Main Street will be Monday, 5/5, 10:00 am. ACHC will receive an invitation.
- **Chair Update**
None
- **Member Updates**
None

II. New Business

- Appointment: Kristen Guichard, Acton Planning Director, re Habitat for All

zoning proposal.

- Kristen provided an overview of the proposal for by-right open-space residential development zoning. The proposal will be Article 31 on the 2025 Annual Town Meeting warrant. The Planning Board and Select Board have voted to recommend the zoning proposal.
- Work on the proposal started a year ago, with the aim of prioritizing both climate protection and housing. Community feedback indicated that residents wanted to preserve land within residential developments, provide incentives for smaller homes and affordable homes. The current subdivision law has allowed for the construction of very large single-family homes in the past few years in the 5K-8K ft² range, with clearcutting of trees and no preservation of resource areas. The current Planned Conservation Residential Community (PCRC) zoning, providing for open-space residential development zoning, requires a special permit. Cluster developments have preserved 628 acres of land in Acton, in comparison to the 202 acres purchased and preserved at the Town's expense.
- The proposed zoning is by-right, requiring the conservation of a large portion of a site and building and limiting building to a smaller portion. Proposed setbacks will be larger to resource areas but smaller to existing roads. There are incentives for smaller homes of under 3K ft², smaller multi-family units and affordable units. The new zoning, if Town Meeting approves it, will remove/supplant the PCRC zoning and remove the affordable overlay district.
- 2025 Annual Town Meeting: Discuss/vote re ACHC support for warrant articles
 - Janet noted that at minimum, the committee should vote formal support for the Article 31 open space residential development zoning proposal, also known as Habitat for All. Judy moved to support and Dan seconded. Roll call vote, motion passed unanimously. Bob and Judy, as ACHC's representatives on the Habitat for All advisory committee, will work out who will present ACHC's endorsement at Town Meeting.
- 2025 Housing Production Plan: status update.
 - Janet shared the draft goals and strategies as of 3/20 and invited committee comments. She noted that the draft builds on past HPPs, and the new HPP will include a section about how much progress the Town has made toward 2020 HPP goals. Among the proposed strategies are some addressing ACHC's role, including Strategy 19, which suggests strengthening the committee with the recruitment of more members having relevant experience in the creation of housing. The timeline for approval of the new HPP:
 - 4/16: working group discusses and comments on latest draft
 - 4/18: latest draft released for public input
 - 5/12 or 5/19: presentation to joint meeting of Select Board and

Planning Board for their approval, after which HPP goes to state for approval.

- ACHC meetings, remainder of 2025: virtual, in-person or mix. Discussion to be continued.

III. Old Business

None

IV. Future Agenda Items

None

Judy moved to adjourn the meeting at 8:00 pm and Bob seconded. Roll call vote, motion passed unanimously.

The next ACHC meeting will be on Tuesday, May 13, 2025 at 7:00 pm via Zoom.

STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:

Agenda 4/8/2025

Draft Minutes 3/11/2025

Bank & Housing Funds reports through 3/31/2025

Planning Department slide presentation about 2025 Annual Town Meeting Article 31 zoning proposal for Open Space Residential Development