



Town of West Tisbury

PLANNING BOARD

P. O. Box 278

West Tisbury, MA 02575-0278

508-696-0149

planningboard@westtisbury-ma.gov

APPLICATION FOR SPECIAL PERMIT

Date: Dec 14, 2021

Date Received by Planning Board: _____

Name of Applicant and Mailing Address: Island Housing Trust, P.O. Box 779,
West Tisbury, MA 02575 Attn: Keith McGuire

Telephone Number(s): 508 693-1117 ext. 5 mobile: 508 274-9430

Name of Owner and Mailing Address (If not Applicant): Town of West Tisbury,
P.O. Box 278, West Tisbury, MA 02575

Map and Lot # and Street Address of Subject Property: Map 11, Lot 18,
401 State Road, West Tisbury

Applicant is: Lease Holder (Owner, Tenant, Purchaser, Other)

Applicable Section of Zoning Bylaw: 4.4-3(B) Multi-Family Housing Bylaw

Date(s) and Title(s) of Plans Submitted: Civil/Plot Plans: "401 State Rd Housing Development-
August 2023" Architecture Plans: "401 State Road- November 8, 2023" and additional documents.

Brief Description of Proposal:

The town of West Tisbury and IHT are collaborating to create a community and affordable housing project, designed for families with an elder of 60+ years. There are (7) one-bedroom apartments, (2) two-bedroom apartments and (1) shared common space. All apartments are on the ground floor and are "ADA-visitible." (2) units will be fully Massachusetts AAB Group 2 accessible, and all units are designed to be adaptable to MAAB Group 2 standards. The (5) duplexes are circled around a landscaped commons. Please see the attached narrative and drawings for the full description.

I hereby request a hearing before the West Tisbury Planning Board with reference to the above noted application.

Signed:  _____
Philippe Jordi
Title(s): Executive Director

Application fee of \$150.00 is required. Date Paid: _____

FOR PLANNING BOARD USE

Size of Subject Lot: _____ Zoning District: _____

Registry Book and Page #'s and Date _____

Other Boards Involved with the Permitting:

Within an Overlay District?

Martha's Vineyard Commission Referral Required? _____ If So, MV Checklist
Items: _____



December 14, 2023

Leah Smith, Chair
West Tisbury Planning Board
P.O. Box 278
West Tisbury, MA 02575

Dear Chair,

On behalf of the Island Housing Trust (IHT), please find attached our application for a special permit under zoning by-law 4.4-3(B). We are proposing to construct a clustered neighborhood of nine (9) rental apartments and one small community space located within five (5) buildings, consisting of five (5) duplexes. The apartments will be sited within an approximately 1.74-acre building envelope on the 3.58-acre town-owned property located at 401 State Road, which will be ground leased by the Town of West Tisbury to the IHT.

The attached proposal narrative describes our planning and design process undertaken with the West Tisbury Affordable Housing Committee members, neighboring property owners, community members, advisors from the West Tisbury Council on Aging and Healthy Aging MV, as well as the town's Superintendent of Streets and the town's Fire Chief. We have endeavored to develop site and building plans that minimize impacts to the surrounding neighborhood and create critically needed 60+ affordable rental housing in the Town of West Tisbury.

Keith McGuire, my colleague, and I look forward to meeting with you to present you with this important town-driven proposal.

If you have any questions, please don't hesitate to contact Keith at 508-693-1117.

Thank you.

Philippe Jordi
Executive Director



ISLAND HOUSING TRUST

TO: WEST TISBURY PLANNING BOARD
FROM: PHILIPPE JORDI & KEITH MCGUIRE, ISLAND HOUSING TRUST
DATE: DECEMBER 14, 2023
RE: **401 STATE ROAD REQUEST FOR APPROVAL**

Dear Members,

Please accept this application for approval for the community and affordable housing project, made in response to the Town of West Tisbury's RFP to develop a neighborhood of age-restricted housing for residents 60+ years at 401 State Road (M11 L18.) We look forward to collaborating with you to make this the best project it can be, and an exemplary addition to West Tisbury.

A) PLANS OF PROPOSED DEVELOPMENT

See attached plans, including:

- Exhibit A. Assessors Map
- Exhibit B. Site Plans
- Exhibit C. Floor Plans and Elevations

B) PROPERTY

Undeveloped 3.58 acre parcel with frontage on State Road and Lamberts Cove Road.

C) OWNER/ APPLICANT

The Island Housing Trust (IHT) was awarded the opportunity to ground lease and develop the 3.58 acre property at 401 State Road from the Town of West Tisbury on August 17, 2022. (See *attached Exhibit D. West Tisbury Award Letter.*)

D) SUBDIVISION

The IHT will be entering into a long-term ground lease with the Town of West Tisbury to use a portion of the property to develop nine rental units and one small community space in five buildings with a total of 11 bedrooms.

E) ZONING

Rural residential (RU) district: minimum lot size: 3-acres, setbacks: 50 feet.

Island Roads District - Major Roads Zone: within 200 feet of Lamberts Cove and State Road.

The Multi-Family Housing zoning by-law provision 4.4-3 (B): Multi-Family Housing bylaw allows the Planning Board at its sole discretion to issue a special permit, upon finding that the proposed dwellings units are consistent with the Town of West Tisbury's Master Plan and provides needed housing for Town residents, on lots containing at least ten thousand square feet of buildable land per bedroom, unless an enhanced septic treatment system is used and approved by the Board of Health. The total proposed density is five (5) duplex buildings with a total of 11-bedrooms (seven 1-bedrooms, and

two 2-bedrooms) clustered within a 1.74-acre building envelope that leaves 1.84 acres undisturbed (including a portion of the property on the western side of Lamberts Cove Road) for a total of 3.58-acres.

Parking Spaces: Article 8: Section 8.2 states that there shall be 2 spaces per dwelling unit, but also states that waivers to this requirement can be requested. This project provides 13 spaces, including 2 handicap spaces, based on past IHT projects' successful unit/parking space density of 1.5 space per unit.

F) UTILITIES

One potable water well, one cistern refill well and an enhanced denitrification septic system located within the 3.58-acre property. The IHT and its property manager will be responsible for the ongoing maintenance and monitoring of the wells and denitrification septic systems. Horsley Witten Group (HWG) will be designing both the wells and the KleanTU denitrification system to DEP standards and for BOH review and approval. The Project has been reviewed by the MVC who has confirmed that the Project does not need to be referred to the MVC because of the proposed nitrogen mitigation measures. *(See attached Exhibit B. Site Plan and Exhibit E. MVC Letter)*

G) ACCESS:

A new driveway on Lamberts Cove Road provides access to the proposed Project. The location of the proposed road has been staked by the surveyors and inspected by the Town Superintendent of Streets on-site. A traffic study by Vanasse & Associates has been conducted. *(See attached Exhibit B. Site Plan and Exhibit F. V&A report.)*

H) DESIGN PROCESS

Direct abutters and the general public were consulted on IHT's planning and design process during a public meeting held at the Howes House on May 18, 2023. Abutters within 500+ feet were directly notified of the meeting. In addition, IHT has presented at numerous public West Tisbury Affordable Housing Committee (WTAHC) meetings, sharing proposed schemes as well as revisions based on comments. After addressing concerns by the WTAHC on the originally submitted RFP proposal for two two-story buildings on having second floor units for a 55+ community (now 60+), and concerns of the scale and vernacular architecture, the team shifted to one-story duplexes. This affords accessibility and visit-ability to all units and implements design simplicity for maximized energy and cost efficiency by utilizing the residential code for duplexes. Concerns expressed by the direct abutters to the north on the original design with driveway and parking spaces along the northern edge have been addressed, with the driveway and parking moved farther south, allowing a greater vegetative buffer to the north. The vegetative buffer has been maintained along State Road, and along Lamberts Cove except at the proposed driveway entrance and fire truck turnaround requested by the town Fire Chief. The Fire Chief, Greg Pachico, was consulted on March 29, 2023 and March 31, 2023, to discuss the layout. The Chief approved of the layout of the circulation, including the use of an eight-foot-wide access pathway for ambulance access (with twelve feet of clearance) within fifty feet of all front doors. Even though the driveway dead end is less than 150 feet (when code requires a turnaround) the Chief requested a fire truck turnaround to avoid backing out onto State Road. The Chief also requested either residential sprinklers or a 10,000-gallon

cistern. The cistern system is what the team is proposing on the site plan. The Martha's Vineyard Commission's Water Resources Planner was consulted about the nitrogen load and the denitrification septic system. Finally, the final schematic site and building plans were presented at the WTAHC public meeting held online on September 12, 2023. The response from the direct abutters and the general public in attendance was very positive.

I) PROGRAM

Create a neighborhood centered on a common green space consisting of five buildings that include nine rental apartments for individuals and families earning up to 80% or 100% of the area median income. Eligible families and couples must have at least one person 60 years old or older. Individual applicants also must be 60 years old or older. The maximum local preference allowable under law (70% of units) will be provided at the initial tenant selection and lottery.

The development will consist of:

- Nine apartments (seven 1BR, and two 2BR) in five buildings (duplexes). The community's common space makes up one half of one duplex.
- Parking areas with a total of 13 parking spaces along either side of the driveway to serve the nine apartments (one car per unit plus four guest spaces.) Parking spaces will be gravel except accessible spaces and aisle, which will be paved.
- New 10,000-gallon fire cistern, a dedicated recharge well and hardened surface truck-refilling zone as requested by WT Fire Chief.
- One well with a 150-foot recharge area surrounding the well and located with a 50 foot setback from the property line.
- Minimum of 50 foot building setback from the eastern, northern and western boundaries.
- Vegetative screening will be added along northern boundary between abutting properties and proposed buildings where abutters had cleared trees.

J) BUILDINGS

- One story high for all buildings, 24 feet maximum height.
- High performance, energy efficient buildings that exceed town's stretch codes.
- Solar ready building with maximum solar potential, designed to allow roof top solar panels in the future.
- Attached exterior storage sheds along a visitable path provided for each unit
- Crawl space with no basements.
- Low maintenance exteriors with natural wood siding and Boral trim.

K) AFFORDABILITY

- 2 one-bedroom Apts @ 80% or less of area median income
- 1 two-bedroom Apt @ 80% or less of area median income
- 5 one-bedroom Apts @ 100% or less of area median income
- 1 two-bedroom Apt @ 100% or less of area median income

L) RENTAL AND PROPERTY MANAGEMENT

The IHT will contract the Dukes County Regional Housing Authority (DCRHA) for rental and property management services, including initial tenant qualification and lottery selection process. The maximum local preference allowable under law (70% of units) will be provided at the initial tenant selection and lottery.

M) DEVELOPMENT

IHT, as developer, has contracted Union Studio Architects & Community Design to produce the conceptual site and building design and Horsley Witten Group for surveying and engineering. Once permits and funding have been secured, Union will produce construction drawings, and a general contractor will be selected using a publicly advertised bidding process.

N) AFFORDABILITY RESTRICTIONS

The IHT will enter into a Land Disposition Agreement and Ground Lease with the Town of West Tisbury that ensures the perpetual affordability of the nine rentals.

O) ENDANGERED SPECIES & HABITAT

The development envelope is outside of the Heritage & Endangered Species Program (NHESP) of the Massachusetts Division of Fisheries and Wildlife priority habitat for rare and endangered species. (See *attached Exhibit G. ~~(3) NHESP maps~~*)

P) DRAINAGE

All drainage will be handled on site. Parking and roadways will be sloped towards designed inlets and bioretention areas and roof runoff to surface areas so that nitrates in the rainwater can remain as surface water and evaporate and taken up by surface vegetation to the maximum extent possible to avoid nitrate absorption into the soil.

Q) POPULATION CHANGE

A total of 11 bedrooms are planned. This will lead to a year-round increase of between 11 and 22 people.

R) INCREASE IN VEHICULAR TRAFFIC

In an early site visit, the West Tisbury Superintendent of Streets, Richard Olsen, identified no sightline issues. The staked driveway entrance was accepted by the Superintendent.

A traffic study was conducted by Vanasse & Associates, dated October 6, 2023 that concludes that the Project will not have a negative impact or increase in motorist delays and that the Project can be accommodated within the confines of the existing transportation infrastructure in a safe and efficient manner. Traffic on State Road will not be degraded by traffic generated by residents of the Project. The physical conditions at the proposed access drive location - particularly in regards line of site between State and Lamberts Cove road - will provide adequate sight distance for safety. (See *Exhibit F. V&A traffic report.*)

S) INCREASE IN MUNICIPAL SERVICES

Impact to municipal services are primarily dependent on the number of children residing in the homes. Only two apartments will have 2 bedrooms capable of housing children. Fire, police, etc. will have a minimal increase in the neighborhood that will be served by a new fire cistern for the abutting West Tisbury Fire Department.

T) VIEW FROM ABUTTING PROPERTIES

The parcel has a dense vegetative under story and many mature trees. The nearest abutting house will be 125+ feet from nearest proposed building. The proposal retains a minimum of 50 feet of existing vegetative buffer along State Road and along Lamberts Cove Road, except for where the driveway and the requested fire truck turnaround are located.

U) OPEN SPACE

1.23 acres of the 3.58 acres will be protected as open space for passive recreation.

V) EXTERIOR LIGHTING

The exterior lighting is designed to provide only enough lighting for safety and convenience and is designed to have as little neighborhood impact as possible. Path lighting is solar down-lit ground lighting. Lighting on the houses will be limited to low glare wall sconces next to exterior doors and downward facing porch ceiling lights.

W) NEIGHBORHOOD CONCERNS

The applicant has met with direct abutters to listen to their concerns and present site plans and building plans. Concerns about well water impacts have been researched and deemed unlikely but will be fully addressed when wells are drilled and tested. Concerns raised regarding lights, driveway location and views have been heard and addressed through a site plan that locates the driveway and parking far from the intersection with State Road and that increases the vegetative buffer along the northern boundary and the closest abutter.