



The Rules and Regulations of both the Planning Board and the Zoning Board of Appeals require that applicants submit a management plan as part of the process for most applications.

APPLICANT INFORMATION:

Applicant: Valley Community Development Corporation

Address: 256 Pleasant Street, Suite A
Northampton, MA 01060

Telephone: 413-586-5855, ext 100

Email: lb@valleycdc.com

Owner: Same as applicant
(if different from applicant)

Address: _____

Telephone: _____

Email: _____

PROJECT INFORMATION:

Project Address and Description:
132 Northampton Road

Construction of a new 2 1/2 story residential multi-family building
containing 28 small studio apartments with common areas, all reserved for
low and moderate income single person households earning at or
below 80% of the Area Median Income.

Amendment to previously approved management plan?

yes no

INFORMATION REQUIRED FOR ALL PROJECTS:

(Attach additional sheets as necessary)

Trash and recycling, including storage location, enclosure or screening, with frequency of pickup and name of hauling company, and responsible party to contact in case of complaint:

Please see Management Plan Narrative attached.

Parking, including size and number of spaces, location, screening, provision for handicapped spaces:

Lighting, including hours of illumination by location, types and wattage of fixtures:

Signage, including location, size, materials, and any illumination:

Landscape Maintenance, including annual schedule of watering, fertilizing, mowing, pruning, leaf pick-up, and so forth, and maintenance and replacement schedule of site furnishings:

Snow Removal, including name of contractor:

(Please see Article IV of the Town Bylaw for regulations regarding the removal of snow and ice from sidewalks)

ADDITIONAL INFORMATION FOR SPECIFIC PROJECT TYPES (ATTACH ADDITIONAL SHEETS):

ADDITIONAL INFORMATION REQUIRED FOR RESTAURANTS:

- Type of menu
- Number of seats (indoor and outdoor)
- Is any outdoor dining on public or private land?
- Number of employees
- Hours of operation
- Alcohol
- Plans for delivery and/or take-out service
- Live or prerecorded entertainment
- Noise management of patrons, music, fans and HVAC
- Management of patrons gathering outdoors on property
- Odor mitigation measures
- Waste kitchen oil management
- Litter control
- Deliveries to or from the site

ADDITIONAL INFORMATION REQUIRED FOR PERMIT

RENEWALS:

- Special permit #
- Date of issuance
- Any changes to the proposal
- Any changes to the neighborhood

ADDITIONAL INFORMATION REQUIRED FOR APARTMENTS:

- Number of units, existing and proposed
- Number of bedrooms, existing and proposed
- Number of tenants
- Owner-occupied?
- On-site manager?
- Copy of standard lease
- Noise management of tenants, parties, music, and any outdoor HVAC equipment
- Material, equipment, and large household goods storage
- On-site recreational facilities

ADDITIONAL INFORMATION REQUIRED FOR HOME

OCCUPATIONS:

- Type of business
- Number of Employees
- Hours of operation
- Deliveries to the site
- Equipment used/ Noise generated
- Material and equipment storage

Zoning Board of Appeals
Approved, October 29, 2020
ZBA FY2020-39

MANAGEMENT PLAN NARRATIVE

Amherst Studio Housing – 132 Northampton Road, Amherst

Overview

The existing property is .88 acres, improved by one 4-bedroom single-family house, which is currently vacant. The site is not in an historic district and the existing house is not listed as historically significant as an individual nor as a contributing structure. There is currently provision for approximately 5-6 vehicles.

The parcel is developed and mostly cleared. It slopes slightly east to west. The building is served by public water and sewer. The current house is situated to the far rear of the parcel, approximately 8' from the rear lot line.

Valley Community Development (“Valley”) proposes to demolish the existing house and construct a single new building. This building (as presented on accompanying plans) will have 2 ½ stories, with 3 levels of living area (including the basement level). It will contain 28 small, studio rental apartments suitable for single-person occupancy. These are considered 0-bedroom units. The property is expected to house a total of 28 adult tenants.

The property will not be owner-occupied. It will have part-time on-site property management, approximately 20 hours per week. Because this housing incorporates supportive services, it will also have a Resident Services Coordinator on site for 27.5 – 30 hours per week. Valley provided a draft Supportive Services Plan within its PEL application and this is posted on the Town website. All units will meet the Town’s definition of “affordable”—which means they will be reserved for households earning at or below 80% of the Area Median Income and rents will be restricted so as to be affordable to low and moderate income households.

Valley has owned and managed affordable rental housing since 1990, including 11 affordable family rental units in Amherst since 2008. Since 2015, Valley has contracted with Housing Management Resources (HMR) to provide professional property management services to Valley’s portfolio of almost 100 rental apartments. HMR is a multi-state property management company, established in 2001, with a service portfolio of over 8,000 rental units, many of them affordable rentals. In order to effectively manage Valley’s local units, HMR established a property management office in Florence, MA. The development proposed at 132 Northampton Road includes a dedicated office for property management staff, who will use this as their home-base to manage units at 132 Northampton Road as well as 11 units located on Main Street.

HMR maintains a 24 hour / 7 day per week call service for property emergencies.

Sustainability and Energy Efficiency

Valley and its design team are working to create a near zero net property and we hope to eliminate use of on-site fossil fuels for operations. HVAC systems and hot water production are proposed to be electric. Valley will seek Passive House certification for the property, which involves an extremely well insulated building envelope as well as highly energy efficient mechanical operations. Valley plans to include PV solar panels to the extent feasible.

Sustainable materials, such as cement board siding, will be incorporated whenever feasible. Indoor air quality will be a priority and plans include a mechanical fresh air ventilation system that will serve each unit and common areas. Zero VOC paints and building materials free of formaldehydes and other unhealthy off-gasses will be specified.

Trash and recycling, including storage location, enclosure or screening, with frequency of pickup and name of hauling company, and responsible party to contact in case of complaint

Valley expects at least weekly pick-up of trash and recycling. As per plan, a dumpster area with a full cedar fence enclosure is proposed. The dumpster area is sized to include space for a trash bin and a single-stream recycling bin. The site plan provides turning area for the dumpster truck, so that it can enter the driveway, turn, pick up trash, and exit front ways onto Northampton Road. HMR will be responsible for procuring and contracting with a local trash hauler and will be the responsible party to contact in case of complaint. Typically trash pickup contracts are bid every year or every few years in order to obtain competitive pricing for this service.

Parking, including size and number of spaces, location, screening, provision for handicapped spaces

Based upon historic demand for parking spaces at similar properties, Valley's goal for parking at this development was between .25 and .5 spaces / unit, or between 7-14 spaces for the proposed 28 units. (16) spaces (.57 spaces / unit) are currently proposed. There are two handicapped spaces located near the main walkway to the building as shown on the site plan. Screening for parking is provided by a variety of trees and shrubs. See landscaping plan for details.

Because it is possible that not all of the provided parking will be needed on a daily basis, approximately half of the parking area is proposed to be grass-crete, a pervious parking material that creates more green space on site, and reduces the amount of pavement.

Pathways are also proposed to be made of a pervious material.

Please also see the attached Parking Study for more information about the adequacy of proposed on-site parking.

This application also includes a Traffic Report that calculates the anticipated trip generation for the proposed development and quantifies impact on surrounding traffic conditions.

Lighting, including hours of illumination by location, types and wattage of fixtures

The goal for site lighting is to provide warm, low levels of light. Color temperature of fixtures shall be 3,000K or less (warmer color range). All lighting fixtures will be full cut-off and dark sky compliant. All fixtures will be low energy LED lighting. Wherever feasible, fixtures will solar powered (pathway lights). The attached photometric plan demonstrates zero light spill onto abutting properties, as well as a relatively low foot candle lighting average over the site, with no particular "hot spots."

Pathway lights are dimmable and motion sensitive, so they will only illuminate when someone is using the pathway. Care has been taken to light the pathway from the building to the designated smoking area.

Signage, including location, size, materials, and any illumination

We propose standard street signage (street number) at the junction of the driveway and Northampton Road for public safety purposes. We do not propose any illuminated or free standing signage.

Landscape Maintenance, including annual schedule of watering, fertilizing, mowing, pruning, leaf pick-up, and so forth, and maintenance and replacement schedule of site furnishings

As with trash hauling, HMR will procure, contract with, and manage a third party landscape company. Their scope of work will include a spring clean-up (pick up vegetative debris, pruning, fertilizing); mowing weekly during the growing season; and a fall-clean (leaf removal, etc.). HMR will also coordinate any other landscaping needs, for example, removing a dead tree or dropped limbs.

Use of native, non-invasive, and drought tolerant plantings will reduce the need for watering. Except in extremely dry conditions, we do not expect to water the landscaping. Should tenants plant garden areas, water will be provided through a hose from a nearby exterior hose bib.

Organic and / or environmentally sensitive fertilizers and pest / weed control methods will be used, as needed.

Snow Removal, including name of contractor

HMR will procure, contract with, and manage a third party snow removal contractor. Scope of work will include plowing the driveway, vehicle turn-around, and parking areas; clearing snow from walkways on the property, as well as the sidewalk along Northampton Road (in keeping with local rules and regulations); applying sand and de-icer, as needed, to keep vehicular ways and walkways safe.

Given the size of the parcel and amount of green space, we expect that cleared snow can be managed on site. If this is not possible, in the event of a major storm, surplus snow that cannot be stored on site will be trucked off-site.

Small items for use by property maintenance staff (snow shovel and bucket of sand for occasional use) will be stored in a small shed adjacent to the dumpster enclosure.

On-Site Recreational Facilities

In addition to indoor common areas, the property will incorporate an outdoor patio for resident use. A covered bicycle rack will be provided. Potential gardening areas are designated on the site plan; their development and use will be dependent upon the level of resident interest in gardening.

Designated Smoking Area

All indoor areas at this property will be smoke-free, as will the majority of the site. Valley is proposing a designated smoking area on site because we understand that some tenants will smoke. Designating the entire property as non-smoking can result in tenants smoking at the nearest location to the property—the front sidewalk—creating an undesirable situation for pedestrians using the sidewalk.

Valley in no way encourages tenants to smoke and will offer smoking cessation support to those tenants who wish to reduce or quit smoking.

Originally designed as a simple bench, the designated smoking area has been enhanced to include a covered structure. (Community feedback was that we provide cover or shelter for this area.)

Outdoor HVAC Equipment

Preliminary HVAC plans call for air source heat pump (aka “mini split”) or Variable Refrigerant Flow (VRF) heating and cooling. Both systems rely upon air condensers which must be located outside. Due to the small size of the proposed units, we anticipate that multiple apartments will be served by a single condenser. The site plan shows proposed locations for these condensers. Other mechanical equipment is expected to be located in the building interior (including Energy Recovery Ventilation equipment, hot water heating equipment, fire safety equipment, electrical equipment, etc.). Valley plans to include as many PV solar roof panels as will be efficient given the building design and orientation and as budget will permit. These PV solar roof panels are shown in estimated locations on the plan elevations, but final designs have not yet been developed.

Standard Lease

Please see a copy of a sample standard lease as well as House Rules and Regulations. These documents address issues related to noise management. Other sample lease addenda are also provided.

Material, equipment, and large household goods storage

With the exception of outdoor bicycle storage, tenant storage will be limited to closets and cabinets within each apartment.

Property management will have interior storage for attic stock, cleaning, and general maintenance supplies. As mentioned above, they will also have some space within a small outdoor storage shed adjacent to the dumpster enclosure. Should tenants become active in gardening, this shed is sized to accommodate the needs of both property management and gardening equipment.

There will be no large equipment or household goods storage allowed on site. Because most maintenance functions (trash hauling, landscaping, plowing) will be performed by 3rd party contractors, there is no need for large maintenance equipment to be stored on site.