



City Council

Organizational

~ Agenda ~

36 Court Street
Springfield, MA 01103
<http://www.springfieldcityhall.com>

Gladys Oyola-Lopez

Monday, January 6, 2025

10:00 AM

City Hall -- Room 200

Call to Order

10:00 AM Meeting called to order on January 6, 2025 at City Hall -- Room 200, 36 Court Street, Springfield, MA.

I. Adoption of City Council Rules

Adoption of City Council Rules for the 2025 Legislative Year

II. Election of the City Council President

III. Election of the City Council Vice-President

IV. Drawing of Seats for the 2025 Legislative Session

Zoning Change Referral (No Vote Required)

Zoning Change (ID # 8351)

To Amend the Springfield Zoning Ordinance by Amending Article 4, Section 4.7.100 (Registered Marijuana Dispensary and Off-Site Medical Marijuana Dispensary) and Article 4, Table 4-4, Section 13.4, as Set Forth in the Proposed Amendment Attached Hereto:

ATTACHMENTS:

- 3250_MM_Formal (PDF)
- Amended_Zoning_Ordinance_Section_4_7_100_Final_2024 (PDF)

Zoning Change (ID # 8352)

To Amend the Springfield Zoning Ordinance by Amending Article 4 by Adding Section 4.7.120 (Accessory Dwelling Units) and Amending Article 4, Table 4-4, by Adding Section 2.9

ATTACHMENTS:

- 3251_ADU_Formal (PDF)
- ADU - Zoning - 2024_Final (PDF)
- ADU_State_Law_2024_Final (PDF)

Zoning Change (ID # 8353)

To Change the Zoning of the Property Known as ES East Columbus Avenue (04303-0625) from Business a to Business B.

ATTACHMENTS:

- 3252_ES_East_Columbus_Ave_Formal (PDF)

Grants

1. Order (ID # 8398)

Community One Stop for Growth- Housing Choice Grant Program - No Match Required - \$500,000.00

ATTACHMENTS:

- FY25 Housing Choice Grant Program - Springfield 1177 (PDF)
- Housing Choice Grant Set Up (PDF)

Orders

2. Order (ID # 8397)

Order Authorizing Mayor to Execute Quitclaim Deed for Sale of SS Union St. (11750-0233) to Old Hill Infill, LLC for Consideration of \$500.00

Adjournment

To The City Council of the City of Springfield:
The undersigned respectfully petition your honorable body

to amend the Springfield Zoning Ordinance by amending Article 4, Section 4.7.100
 (Registered Marijuana Dispensary and Off-Site Medical Marijuana Dispensary) and
 Article 4, Table 4-4, Section 13.4, as set forth in the proposed amendment attached
 hereto:

SEE ATTACHED DOCUMENT

Mailing Address:

36 Court Street
 Springfield, MA 01103

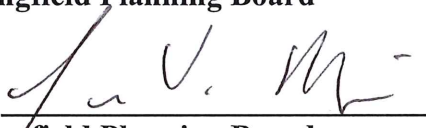
Petitioner:

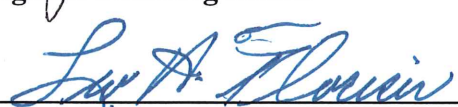
Springfield Planning Board

BY: 
 Springfield Planning Board

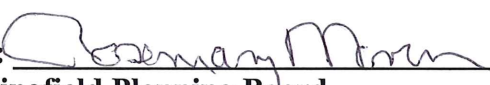
BY: 
 Springfield Planning Board

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 Springfield Planning Board

BY: _____
 Springfield Planning Board

Section 4.7.100 Registered Marijuana Dispensary (RMD) and Off-Site Medical Marijuana Dispensary (OMMD)

4.7.101 Purpose

It is recognized that the nature of the substance cultivated, processed, and/or sold by medical marijuana treatment centers and off-site medical marijuana dispensaries may have objectionable operational characteristics and should be located in such a way as to ensure the health, safety, and general well-being of the public as well as patients seeking treatment. The specific and separate regulation of REGISTERED MARIJUANA DISPENSARIES (hereafter referred to as a RMD) as Medical Marijuana Treatment Centers and OFF-SITE MEDICAL MARIJUANA DISPENSARY (hereafter referred to as an OMMD) facilities is necessary to advance these purposes and ensure that such facilities are not located within close proximity of minors and do not become concentrated in any one area within the City of Springfield.

Subject to the provisions of this Zoning Bylaw, Chapter 40A of the Massachusetts General Laws, and 105 CMR 725.000, Registered Marijuana Dispensaries and Off-site Medical Marijuana Dispensaries will be permitted to provide medical support, security, and physician oversight that meet or exceed state regulations as established by the Massachusetts Department of Health (hereafter referred to as MDPH).

4.7.102 Additional Requirements/Conditions

In addition to the standard requirements for uses permitted by a Tier 3 Special Permit, the following shall also apply to all REGISTERED MARIJUANA DISPENSARIES (RMD) and OFF-SITE MEDICAL MARIJUANA DISPENSARIES OMMD):

A. Use:

1. Any RMD and/or OMMD facility, locating within an existing fully-permitted Adult Use Marijuana Retailer, shall only require a Tier 1 Administrative Site Plan Review, as outlined in Article 12, Section 12.2.
2. RMD and OMMD facilities are encouraged to utilize existing building, where possible.
3. RMD and OMMD facilities may only be involved in the uses permitted by its definition and may not include other businesses or services.
4. No marijuana shall be smoked, eaten or otherwise consumed or ingested on/or within the premises.

5. The hours of operation shall be set by the Special Permit Granting Authority, but in no event shall an RMD or OMMD facility be open to the public, and no sale or other distribution of marijuana shall occur upon the premises or via delivery from the premises, between the hours of 11:00 p.m. and 8:00 a.m.
6. RMD facilities that can demonstrate that they comply with the agricultural exemption under M.G.L. Chapter 40A, Section 3 must still apply for Site Plan Approval.
7. No RMD OR OMMD may commence operation or apply for a building permit prior to its receipt of all required permits and approvals including, but not limited to, it's Provisional License from the Cannabis Control Commission.

B. Physical Requirements:

1. All aspects of the use/facility relative to the acquisition, cultivation, possession, processing, sales, distribution, dispensing, or administration of marijuana, products containing marijuana, related supplies, or educational materials must take place at a fixed location within a fully enclosed building and shall not be visible from the exterior of the business.
2. All aspects of the use relative to the acquisition, cultivation, possession, processing, sales, distribution, dispensing, testing or administration of marijuana, products containing marijuana, related supplies, or educational materials must take place at a fixed location within a fully enclosed building and shall not be visible from the exterior of the business. They may not be permitted to be located in a trailer, storage freight container, motor vehicle or other similar type potentially movable enclosure.
3. No RMD OR OMMD shall be allowed to operate from a movable, mobile or transitory location.
4. RMDs OR OMMDs are not permitted as a HOME OCCUPATION.
5. Signage shall be displayed on the exterior of the RMD OR OMMD entrance in plain sight of the public stating that "Access to this facility is limited to individuals 21 years or older." in text two (2) inches in

height. Additionally, all other signage must comply with all other applicable signage regulations in Article 9 and 935 CMR 500.

6. Marijuana plants, products, and paraphernalia shall not be visible from outside the building in which the RMD OR OMMD is located and shall comply with the requirements of 935 CMR 500. Any artificial screening device erected to eliminate the view from the public way shall also be subject to a vegetative screen and the Council shall consider the surrounding landscape and viewshed to determine if an artificial screen would be out of character with the neighborhood.
7. No outside storage is permitted.
8. No OMMD facility shall have a gross floor area in excess of two thousand five hundred (2,500) square feet.
9. Ventilation – all RMD and OMMD facilities shall be ventilated in such a manner that no:
 - a. Pesticides, insecticides or other chemicals or products used in the cultivation or processing are dispersed into the outside atmosphere, and
 - b. No odor from marijuana or its processing can be detected by a person with an unimpaired and otherwise normal sense of smell at the exterior of the medical marijuana business or at any adjoining use or property.
10. Unless part of an existing fully-permitted Adult Use Marijuana Retailer, signage shall be displayed on the exterior of the RMD and OMMD facility's entrance, in plain sight of clients, stating that "Registration Card issued by the MA Department of Public Health required" in text two (2) inches in height.

C. Location:

1. No RMD OR OMMD shall be located within five hundred (500) feet of pre-existing public or private school providing education in kindergarten or any of grades one (1) through twelve (12), in operation at the time of application for a special permit. Distance shall be measured in a straight line from the nearest point of the property line in question to the nearest point of the property line where the RMD OR OMMD is or will be located. In any case where the measurement is

determined to be in question, the City Council may require verification of distances by a Registered Land Surveyor.

2. No RMD OR OMMD shall be located inside a building containing residential units, including transient housing such as lodging houses, group homes, transient housing, motels, hotels and dormitories. Provided further, this provision shall not apply to an RMD or OMMD located in a Business C district.
3. No RMD OR OMMD, with the exception of an RMD OR OMMD which is co-located within an approved ADULT USE MARIJUANA RETAILER, shall be located within two hundred fifty (250) feet of a residence, a building containing residences, (including commercial residential uses such as hotels, motels, lodging houses, etc.) or a residential zoning district.
4. No RMD OR OMMD shall be located within three hundred (300) feet of another RMD OR OMMD.
5. No RMD OR OMMD is permitted to utilize or provide a drive-up service window.
6. A RMD OR OMMD, shall only be allowed on streets as identified on the attached list, referenced as “Exhibit A” (located at the rear of the document following the Index) and further an RMD OR OMMD shall only be allowed in Business A, Business B, Business C, Riverfront, Industrial Park and Industrial A districts.
7. No RMD OR OMMD shall be located on a parcel which is fifty (50) feet from a residentially zone property, unless that parcel contains a minimum of 20,000 square feet. Provided further, that the RMD OR OMMD shall be at least fifty (50) feet from the nearest residence.

D. Reporting Requirements:

1. All Special Permit holders for an RMD or OMMD facility shall provide the Police Department, Fire Department, Board of Health, Building Commissioner, Zoning Administrator and the Special Permit Granting Authority with the names, phone numbers and email addresses of all management staff and key-holders, including a minimum of two (2) operators or managers of the facility identified as contact persons to whom one can provide notice if there are operating

problems associated with the establishment. All such contact information shall be updated as needed to keep it current and accurate.

2. The local Building Commissioner, Board of Health, Police Department, Fire Department and Special Permit Granting Authority shall be notified in writing by an RMD or OMMD facility owner/operator/ manager:
 - a. A minimum of thirty (30) days prior to any change in ownership or management of that facility.
 - b. A minimum of twelve (12) hours following a violation or potential violation of any law or any criminal or potential criminal activities or attempts of violation of any law at the RMD or OMMD.
 3. Permitted RMD and OMMD facilities shall file an annual report to the Building Commissioner and Zoning Administrator no later than January 31st of each year, providing a copy of all current applicable state licenses for the facility and/or its owners and demonstrate continued compliance with the conditions of the Special Permit.
 4. The owner and/or manager is required to respond by phone or email within twenty-four (24) hours of contact by a city official concerning their RMD or OMMD at the phone number or email address provided by the City.
- E. Issuance/Transfer/Discontinuance of Use:
1. Special Permits shall be issued to the RMD or OMMD Operator only.
 2. Special Permits shall be issued for a specific parcel.
 3. Special Permits shall be non-transferable to either another RMD or OMMD Operator or parcel.
 4. Special Permits shall have a term limited to the duration of the applicant's ownership/control of the premises as a RMD or OMMD, and shall lapse:
 - a. If the permit holder ceases operation of the RMD or OMMD; and/or

- b. The permit holder's registration by MDPH expires, is suspended or is terminated.
5. The permit holder shall notify the Building Commissioner/Zoning Administrator and Special Permit Granting Authority, in writing, within forty-eight (48) hours of such lapse, suspension, cessation, discontinuance or expiration; and
6. An RMD or OMMD facility shall be required to remove all material, plants, equipment and other paraphernalia prior to surrendering its state Registration or ceasing its operation.
7. In addition to the issuance of a Special Permit, the applicant shall also be required to enter into an approved Host Community Agreement (HCA).
8. The Special Permit shall be subject to revocation for violations of Section 4.7.100 and/or breaches of the conditions of the Special Permit.
9. The City of Springfield, at the direction of its Building Commissioner or/his designee, shall be allowed to conduct annual inspections of an operating RMD OR OMMD located within the City of Springfield, to ensure compliance with this Section and with any conditions imposed by the City Council as a condition of the Special Permit approval.

4.7.103 Application Requirements

In addition to the standard application requirements for Special Permits, such applications for an RMD or OMMD facility shall include the following:

- A. The name and address of each owner of the RMD or OMMD facility/operation;
- B. A copy of its registration as an RMD from the Massachusetts Department of Public Health or documentation that demonstrates that said RMD or OMMD facility, and its owner/operators, qualify and are eligible to receive a Certificate of Registration and meet all of the requirements of a RMD in accordance with 105 CMR 725.000 of the Massachusetts Department of Public Health.

- C. Evidence that the applicant has site control and right to use the site for a RMD or OMMD facility in the form of a deed or valid purchase and sales agreement or, in the case of a lease, a notarized statement from the property owner and a copy of the lease agreement;
- D. A notarized statement signed by the RMD or OMMD organization's Chief Executive Officer and corporate attorney disclosing all of its designated representatives, including officers, directors, shareholders, partners, members, managers, or other similarly-situated individuals and entities and their addresses. If any of the above are entities rather than persons, the applicant must disclose the identity of all such responsible individual persons;
- E. In addition to Site Plan Review Submission Requirements found in Section 12.3.40, plans must also detail all exterior proposed security measures for the RMD or OMMD including but not limited to lighting, fencing, gates and alarms, etc., thus ensuring the safety of employees and patrons and to protect the premises from theft or other criminal activity.
- F. A detailed floor plan identifying the areas available and functional uses (including square footage).
- G. All signage being proposed for the facility.
- H. A traffic study to establish the RMD or OMMD impacts at peak demand times.
- I. A management plan to include a description of all activities to occur on site, including all provisions for the delivery of medical marijuana and related products to OMMDs or off-site direct delivery to patients.

4.7.104 Findings

In addition to the standard Findings for a Special Permit the Special Permit Granting Authority must also find all the following:

- A. That the RMD or OMMD facility is designed to minimize any adverse visual or economic impacts on abutters and other parties in interest;
- B. That the RMD or OMMD facility demonstrates that it will meet all the permitting requirements of all applicable agencies within the

Commonwealth of Massachusetts and will be in compliance with all applicable state laws and regulations;

- C. That the applicant has satisfied all of the conditions and requirements of this Section and other applicable Sections of this Ordinance;
- D. The RMD OR OMMD is consistent with and does not derogate from the purposes and intent of this Section and the Zoning Ordinance.
- E. That the RMD or OMMD project meets a demonstrated need;
- F. That the RMD or OMMD facility provides adequate security measures to ensure that no individual participant will pose a direct threat to the health or safety of other individuals, and that the storage and/or location of cultivation is adequately secured; and
- G. That the RMD or OMMD facility adequately addresses issues of traffic demand, circulation flow, parking and queuing (including pedestrian queuing), particularly at peak periods at the facility and its impact on neighboring uses.

4.7.105 Severability

If any provision of Section 4.7.100 is found to be invalid by a court of competent jurisdiction, the remainder of Section 4.7.100 shall not be affected but shall remain in full force. The invalidity of any provision(s) of Section 4.7.100 shall not affect the validity of the remainder of this zoning ordinance.

To The City Council of the City of Springfield:
The undersigned respectfully petition your honorable body

to amend the Springfield Zoning Ordinance by amending Article 4 by adding Section 4.7.120 (Accessory Dwelling Units) and amending Article 4, Table 4-4, by adding Section 2.8, as set forth in the proposed amendment attached hereto:

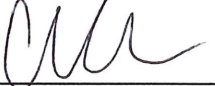
SEE ATTACHED DOCUMENT(S)

Mailing Address:

36 Court Street
 Springfield, MA 01103

Petitioner:

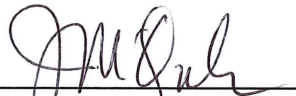
Springfield Planning Board

BY: 

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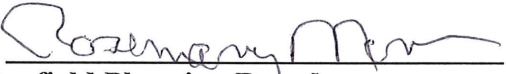
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Springfield Planning Board

Section 4.7.120 Accessory Dwelling Units (ADU's)

4.7.121 Purpose

The purpose of this section is to advance the public good by enabling the creation and expansion of new, diverse housing opportunities intended to increase the supply of healthy, accessible, affordable, and sustainable living spaces that address varied housing needs. ACCESSORY DWELLING UNITS (ADU's) provide flexibility for diverse housing types and enable more opportunities for intergenerational living environments and provide rental income for homeowners while encouraging the efficient use of the existing housing stock and infrastructure and preserving the character of the neighborhoods.

4.7.122 Definitions

ACCESSORY DWELLING UNITS. A self-contained housing unit, inclusive of sleeping, cooking and sanitary facilities on the same lot as a principal dwelling, subject to otherwise applicable dimensional and parking requirements, that: (i) maintains a separate entrance, either directly from the outside or through an entry hall or corridor shared with the principal dwelling sufficient to meet the requirements of the state building code for safe egress; (ii) is not larger in gross floor area than 1/2 the gross floor area of the principal dwelling or nine hundred (900) square feet, whichever is smaller; and (iii) is subject to such additional restrictions as may be imposed by a municipality, including but not limited to additional size restrictions, and restrictions or prohibitions on short-term rental, as defined in Section 1 of chapter 64G; provided, however, that no municipality shall unreasonably restrict the creation or rental of an ACCESSORY DWELLING UNIT that is not a short-term rental.

4.7.123 Use Requirements

All ACCESSORY DWELLING UNITS shall be required to obtain a Tier 1 Administrative Site Plan Review from the Office of Planning & Economic Development, prior to the issuance of a Building Permit. All ACCESSORY DWELLING UNITS must also comply with the following:

A. Location:

1. ACCESSORY DWELLING UNITS are limited to only Residence A and Residence A-1 zoning districts.
2. No ACCESSORY DWELLING UNIT shall be located in the front of the principal structure.
3. Building expansions or new detached buildings constructed for the purpose of creating an ACCESSORY DWELLING UNIT shall be located to the rear or side of the principal building. When added to the side of an existing principal building, the ACCESSORY

DWELLING UNIT shall not be within five (5) feet of the principal building's front elevation.

B. Other Requirements:

1. No ACCESSORY DWELLING UNIT shall be used for short-term rentals, as defined in City Ordinance, Chapter 238.
2. The construction of an ACCESSORY DWELLING UNIT must be in conformity with all State Building Codes, Title V of the State Sanitary Code (if applicable) and any and all other City bylaws/regulations and/or ordinances, including any and all dimensional setbacks for a dwelling unit.
3. The principal building and the ACCESSORY DWELLING UNIT shall remain in common ownership. An ACCESSORY DWELLING UNIT may not be sold separately from the principal building to which it is an accessory use.
4. No ACCESSORY DWELLING UNIT shall be located on a parcel with less than 5,000 square feet, unless the parcel contains a structure that has been determined to be a legal, non-conforming use or one that has been authorized through a variance obtained from the City of Springfield's Zoning Board of Appeals.
5. An ACCESSORY DWELLING UNIT must obtain a Certificate of Occupancy prior to commencement of the use.
6. There shall be no more than one (1) ACCESSORY DWELLING UNIT per lot allowed through a Tier 1 Administrative Site Plan Review. More than one (1) ACCESSORY DWELLING UNIT per lot shall require a Tier 3 Special Permit.
7. An ACCESSORY DWELLING UNIT must provide one (1) additional, on-site, accessible parking space.

C. Site Plan Submission Requirements:

1. All Site Plans submitted for an Administrative Site Plan Review shall follow the requirements outlined in Article 12, Section 12.2, in addition to the following:
 - a. All site plans must be prepared by a qualified professional, including a Registered Professional Engineer, Registered

Architect, a Registered Land Surveyor and/or a Registered Landscape Architect.

- b. Site Plans shall be drawn to scale and must show the location and gross square footage of the existing dwelling, the location and square footage of the proposed ACCESSORY DWELLING UNIT and the location of the egress points from the existing dwelling and the proposed ACCESSORY DWELLING UNIT.
- c. All Site Plans must show the location of the required one (1) additional on-site parking space.

D. Dimensional Requirements:

- 1. No ACCESSORY DWELLING UNIT shall be larger in gross floor area than 1/2 the gross floor area of the principal dwelling or nine hundred (900) square feet, whichever is smaller.
- 2. ACCESSORY DWELLING UNITS in new or expanded accessory buildings shall be setback a minimum of ten (10) feet from other building(s) on the lot and a minimum of five (5) feet from each the rear- and side- lot lines and shall be located outside of the side yard setbacks otherwise specified for the existing use in the underlying zoning district.
- 3. New, detached, ACCESSORY DWELLING UNITS shall not exceed a height of twenty (20) feet.
- 4. ACCESSORY DWELLING UNITS, located within lawfully permitted existing dwelling, with no proposed expansion, shall be exempt from these dimensional regulations.

SECTION 7. Section 1A of chapter 40A of the General Laws, as appearing in the 2022 Official Edition, is hereby amended by striking out the definition “Accessory dwelling unit” and inserting in place thereof the following definition:-

“Accessory dwelling unit”, a self-contained housing unit, inclusive of sleeping, cooking and sanitary facilities on the same lot as a principal dwelling, subject to otherwise applicable dimensional and parking requirements, that: (i) maintains a separate entrance, either directly from the outside or through an entry hall or corridor shared with the principal dwelling sufficient to meet the requirements of the state building code for safe egress; (ii) is not larger in gross floor area than 1/2 the gross floor area of the principal dwelling or 900 square feet, whichever is smaller; and (iii) is subject to such additional restrictions as may be imposed by a municipality, including, but not limited to, additional size restrictions and restrictions or prohibitions on short-term rental, as defined in section 1 of chapter 64G; provided, however, that no municipality shall unreasonably restrict the creation or rental of an accessory dwelling unit that is not a short-term rental.

SECTION 8. Section 3 of said chapter 40A, as so appearing, is hereby amended by adding the following paragraph:-

No zoning ordinance or by-law shall prohibit, unreasonably restrict or require a special permit or other discretionary zoning approval for the use of land or structures for a single accessory dwelling unit, or the rental thereof, in a single-family residential zoning district; provided, that the use of land or structures for such accessory dwelling unit under this paragraph may be subject to reasonable regulations, including, but not limited to, 310 CMR 15.000 et seq., if applicable, site plan review, regulations concerning dimensional setbacks and the bulk and height of structures and may be subject to restrictions and prohibitions on short-term rental, as defined in section 1 of chapter 64G. The use of land or structures for an accessory dwelling unit under this paragraph shall not require owner occupancy of either the accessory dwelling unit or the principal dwelling; provided, that not more than 1 additional parking space shall be required for an accessory dwelling unit; and provided further, that no additional parking space shall be required for an accessory dwelling located not more than 0.5 miles from a commuter rail station, subway station, ferry terminal or bus station. For more than 1 accessory dwelling unit, or rental thereof, in a single-family residential zoning district there shall be a special permit for the use of land or structures for an accessory dwelling unit. The executive office of housing and livable communities may issue guidelines or promulgate regulations to administer this paragraph.

To The City Council of the City of Springfield:
The undersigned respectfully petition your honorable body

to change the zoning of the property known as ES East Columbus Avenue (04303-0625) from Business A to Business B.

Mailing Address:

357 East Columbus Avenue
Springfield, MA 01105

Owner:

James VanHouten

I hereby certify that I am the owner or acting on behalf of the owner.

DocuSigned by:
BY: James Van Houten 11/19/2024
James VanHouten

Mailing Address:

7 Howe Street
Watertown, MA 02472

46 Center Square
East Longmeadow, MA 01028

Petitioner:

Genesis Digital Media, LLC

I hereby certify that I am the petitioner or acting on behalf of the petitioner.

BY: Rachel Fancy
Rachel Fancy, Esquire

Attachment: 3252_ES_East_Columbus_Ave_Formal (8353 : ES East Columbus Avenue)



City Council

SCHEDULED

Meeting: 01/06/25 10:00 AM
Initiator: Trevor Crawford
Sponsors: Mayor Domenic J. Sarno
DOC ID: 8398

1

Community One Stop for Growth- Housing Choice Grant Program - No Match Required - \$500,000.00 (Mayor Sarno)

WHEREAS, the Community Development Department ("Department") has been awarded a Community One Stop for Growth - Housing Choice Grant in the amount of \$500,000.00 from the Executive Office of Housing & Livable Communities; and

WHEREAS, the purpose of the grant funding is to support predevelopment costs associated with the development of affordable housing at the former Brightwood School (55 units of elder housing); and

WHEREAS, the Department has accepted the grant and requests authorization from the City Council and the Mayor to expend the grant funds listed below for the purposes of such grants; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the grant funds, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws ch. 44, sec. 53A, that the City Council approves the expenditure by the Department of the grant funds listed below for the purposes of such grants, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the grant without further appropriation:

Community One Stop for Growth Grant - No Match Required - \$500,000.00



Commonwealth of Massachusetts EXECUTIVE OFFICE OF HOUSING & LIVABLE COMMUNITIES

Maura T. Healey, Governor ♦ Kimberley Driscoll, Lieutenant Governor ♦ Edward M. Augustus Jr., Secretary

Via email: msarno@springfieldcityhall.com

October 10, 2024

The Honorable Mayor Domenic J. Sarno
City of Springfield
36 Court Street
Springfield, MA 01103

RE: Application: Springfield 1177

Dear Mayor Sarno:

Congratulations on the City of Springfield's successful application to the FY25 Round of the Community One Stop for Growth. On behalf of the Healey-Driscoll Administration, I am pleased to inform you that a grant in the amount of **\$500,000.00** from the **Housing Choice Grant Program** has been approved to support the Brightwood School Apartments Project.

If this project is located in an MBTA Community, please note that a contract will not be executed if the community is noncompliant with Section 3A of M.G.L. Chapter 40A as determined by EOHLC.

The Housing Choice Grant Program will start contracting after January 1, 2025. We will send an Adobe Sign contract (must be e-signed) to the municipal CEO and project contact identified in your application, and an invitation to an online training related to grant administration and contract guidance. For any questions, please contact McKenzie Bell, Senior Community Grants Coordinator, at McKenzie.Bell@mass.gov.

Please be advised that this letter does not constitute an agreement or contract with the Executive Office of Housing and Livable Communities (EOHLC) or the Commonwealth of Massachusetts, and the grant award is not final until the organization has executed a contract with EOHLC. You should not proceed with any grant activities until a contract is in place.

Sincerely,

Edward M. Augustus, Jr.
Secretary, EOHLC



REQUEST FOR GRANT SETUP

This form and the required attachments are required by the Office of the City Comptrollers before a Grant Fund and related accounts will be created in MUNIS. Please do not use this form for requesting a non-grant related account to be created – use the Request for New Account form instead. Please return this form and the required attachments to the Office of the City Comptrollers.

All fields are mandatory.

12/26/24

Date of Request

Comm Dev

Department Requesting Grant Setup

X6082

Department Phone # (Please include extension)

Amanda Pham

Name and Title of Person to Contact in Case of Questions

Was this Grant previously setup for a prior fiscal year?
If yes, please indicate your previous project number:

If this is a new Grant, have you filled out the "Approval to apply for a grant" Form?
(Y/N) If yes, please attach a copy of the Approved Form.

Grant Type:

State – Highway

Federal Pass-Through DOE– School

Federal Direct– School

Federal – City

State DOE– School

State Other – School

State – City

Private/Other

X

Grant Name: Community One Stop for Growth- Housing Choice Grant Program

Grant Amount Awarded: \$ 500,000

Is this a Reimbursable Grant?

(Y/N) Y

A Reimbursable Grant is defined as one that requires that you pay for expenses first and then you apply to the grantor for a reimbursement of the exact amount actually expended.

If it is a Reimbursable Grant, please enter Grantor contact information or the CID # if Grantor is already in the customer file:

Entity Name	Executive Office of Housing & Livable Communities
Contact Person	McKenzie Bell
Street Address	100 Cambridge Street, Suite 300
City, State, Zip Code	Boston, MA 02114
Telephone	
Fax	
E-Mail	mckenzie.bell@mass.gov

Actual Award Date October 10, 2024

Board Approval Date

Start Date January 1, 2025

Expiration Date

Renewal Action Date (optional)

If there are any Matching Funds:

Type

Percent

Amount

Is there any Leverage? HUD FUNDING ONLY

Source

Amount

Comments re: Description/Purpose of Grant

To support the Brightwood School Apartments Project, through this award in the FY25 Round of Community One Stop for Growth (Housing Choice Grant Program). The grant will fund predevelopment costs for the development of affordable housing at the former Brightwood School. This is a collaboration between New North Citizens Council and MPZ Development which will create 55 units of elder housing.

Comments re: Conditions/Restrictions of Grant

If this is a Federal Grant, enter CFDA#:

If applicable enter the State ID # :

What is the required drawdown frequency?

(Ex: Monthly, Quarterly) Q

If payment is to be sent by Grantor as a Wire,
Please enter any wire reference/identification # that may be used (if known)

Please list all object codes needed for the grant.
(Attach additional sheets if additional orgs and roll-ups are needed):

Org Code:

Object Codes: Professional Services & Revenue only.

Budget Roll-Up Codes:

I hereby attest that under the penalties of Chapter 656, I will adhere to all regulations in this grant agreement. I am responsible for timely and accurate reimbursements in the amounts listed above.

Armanota Pham
Signature

12/30/24
Date

Please attach the following documents:

- ☐ Signed Approval to Apply for a Grant Form
- ☐ Grant Award Letter
- ☐ City Council/Mayor Approval
- ☐ Any other relevant documentation

This Form and all relevant attachments will be scanned and attached in the Grant Maintenance module in MUNIS and can be viewed or printed at your convenience.



City Council

SCHEDULED

Meeting: 01/06/25 10:00 AM
Initiator: Melvyn Altman
Sponsors: Mayor Domenic J. Sarno
DOC ID: 8397

2

Order Authorizing Mayor to Execute Quitclaim Deed for Sale of SS Union St. (11750-0233) to Old Hill Infill, LLC for Consideration of \$500.00 (Mayor Sarno)

WHEREAS, on April 13, 2009, the City of Springfield acquired title to land, known as SS Union St. (Parcel-ID #11750-0233), formerly with building thereon and formerly known as 539-541 Union St., containing about 5,661 square feet with an assessed value of \$23,500.00 (hereinafter "the Property") through tax title foreclosure proceedings in Land Court; and

WHEREAS, the Property is located in the Old Hill Neighborhood and is zoned Residence B; and

WHEREAS, the Tax Title Custodian determined that the Property is not needed for general municipal purposes; and

WHEREAS, the Office of Procurement solicited proposals from nonprofit entities for the purchase of the Property and for the development of a single family-home on the vacant lot for affordable homeownership pursuant to RFP Number 23-043; and

WHEREAS, the Mayor upon the recommendation of the City's RFP Review Committee accepted the proposal submitted by Old Hill Infill, LLC, a Massachusetts limited liability company, with a principal place of business at 261 Oak Grove Ave., Springfield, Massachusetts (hereinafter "the Developer") with a bid of Five Hundred and 00/100 Dollars (\$500.00); and

WHEREAS, the Developer will construct a single-family home on the Property, pursuant to Federal Housing Quality Standards, to be completed within two years from transfer of title; and

WHEREAS, the Developer will be required to sell the newly constructed single-family home to a first-time homebuyer, with a household income that does not exceed 100% of the area median income for the Springfield metropolitan statistical area, who agrees to use it as a principal place of residence for a period not less than three years; and

WHEREAS, the Developer will execute a Reverter Deed at closing to be held in escrow which will be recorded and will revert title back to the City only if the Developer violates any term and condition of sale or deed restriction.

NOW THEREFORE BE IT ORDERED, that the Mayor be and is hereby authorized in the name of and on behalf of the City of Springfield to execute and deliver a quitclaim deed and other closing documents to Old Hill Infill, LLC for the transfer of title to SS Union St. (Parcel-ID #11750-0233) for consideration of Five Hundred and 00/100 Dollars (\$500.00).