

**TOWN OF SHARON**  
**COMMUNITY PRESERVATION COMMITTEE**



George Bailey, Chair  
Robert Young, Clerk  
Corey Snow, Treasurer  
Margaret Arguimbau  
Arnold Cohen  
Arnold Kublin  
Janet Sargent-Tracy

March 2007

To the Citizens of Sharon:

Under the statutes governing the Community Preservation Act, Mass General Laws Chapter 44B, proposals must be submitted under the four topic areas of: 1) acquisition, creation and preservation of open space; 2) acquisition, preservation, rehabilitation and restoration of historic resources; 3) creation, preservation and support of community housing and 4) acquisition, creation and preservation of land for recreational use;. The attached Project Submission Form and Selection Criteria provide further details.

Applications should be submitted to the Community Preservation Committee as soon as plans are available. Projects to be considered for recommendation to the November 2007 Town meeting will be considered by the committee beginning May 30, 2007.

The process is as follows: Projects are evaluated for eligibility then reviewed by the Committee. If found to be acceptable both as to topic area, funding level, and public benefit, a committee majority may vote to recommend the project to the Town Meeting. Under the Committee's by-laws, a confirming vote must be taken not less than 7 days following the first vote (reading), The Town meeting may vote to accept as submitted or move to reduce the recommendation.

The Committee's criteria and application forms follow.

Thank you,

*George B. Bailey*

for the  
Community Preservation Committee  
% Town Clerk's Office  
South Main Street, Sharon, MA 02067

TOWN OF SHARON COMMUNITY PRESERVATION COMMITTEE

**PROJECT SUBMISSION FORM**

Submitter: \_\_\_\_\_ Submission Date: \_\_\_\_\_

Group or Committee Affiliation (if any): \_\_\_\_\_

Submitter's address and phone number: \_\_\_\_\_ Submitter's email  
address: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Description:

Costs:

Fiscal Year	Total Project Cost	CPC Funds Requested	Other Funding Sources (amount and source)
2008			
2009			
2010			
2011			
2012			
Total			

How does this project meet the General Criteria and Category Specific Criteria for CPC projects ?

Under which of the following uses does the project fall?

- Historic  Open Space  Housing  Recreation

Explain:

Does this project fall within the jurisdiction or interest of other Town boards, committees or departments?  
If so, please list the boards, committees or departments, whether applications and/or presentations have been made, and what input or recommendations have been given.

For Community Preservation Committee Use:

Form Received on: \_\_\_\_\_ Project Presented to CPC on: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Determination: \_\_\_\_\_

TOWN OF SHARON COMMUNITY PRESERVATION COMMITTEE

Guidelines for Project Submission

- 1) Each project request must be submitted to the Community Preservation Committee using the Project Submission Form as a cover sheet. Applications should be submitted in eight (8) copies. An additional .pdf file copy should be sent to the Committee address.
- 2) Requests must include an executive summary, a statement of need including time sensitivity and be documented with appropriate support information. The use of maps, visual aids and other supplemental information is encouraged.
- 3) Include written proposals, quotations or estimates, and such other evidence to document project scope and cost. Indicate proportion of cost to be met with CPA funds and source of outside funding, if any. Where estimates are used, explain fully the basis for the estimate.
- 4) If the request is part of a multi-year project, include the total project cost and allocations.
- 5) Show how the project will benefit the Town of Sharon. Describe the endorsement, support or other recommendations, if any, by other Town boards, committees and departments. List what, if any, local, state, or federal permits the project will require.
- 6) Provide examples of similar project proposals in other communities, if any, including examples of project scope, project cost and status of completion.
- 7) For applicants that have multiple project requests, please prioritize projects.
- 8) Requests must be received on or before 31 May 2006 to be considered for recommendation at the Fall 2006 Special Town Meeting, and by 30 November 2006 to be considered for the May 2007 Annual Town Meeting.
- 9) Indicate the party responsible for costs of operation and maintenance following project completion. Provide details if public funding is required.
- 10) Applicants must be present at a CPC meeting to answer questions. Additional information on the CPA and the Community Preservation Committee can be found on the Town's website at [www.townofsharon.net](http://www.townofsharon.net) under Boards & Committees. The committee can be reached by email at [CommunityPreservation@townofsharon.net](mailto:CommunityPreservation@townofsharon.net).
- 11) If you are in doubt about your project's eligibility, after consulting these sources, you are encouraged to submit an application so that the Committee can determine eligibility.

Please submit the Project Submission Form and accompanying documentation to:

Community Preservation Committee  
% Town Clerk's Office  
South Main Street, Sharon, MA 02067

## **TOWN OF SHARON COMMUNITY PRESERVATION COMMITTEE**

### **General Criteria**

The Sharon Community Preservation Committee will give preference to proposals that address as many of the following general criteria as possible:

1. Are eligible for Community Preservation Act (CPA) funding according to the requirements described in the CPA legislation; MGL C40B.
2. Are consistent with the Town's EO418 Plan, Open Space and Recreation Plan, Town-wide Comprehensive Facility Study, Community Housing Plan, and other planning documents that have received wide scrutiny and input and have been adopted by the Town;
3. Receive endorsement by other municipal boards or departments.
4. Preserve the essential character of the Town as described in Town Planning documents;
5. Save resources that would otherwise be threatened and/or serve a currently under-served population;
6. Either serve more than one CPA purpose (especially in linking open space, recreation and community housing) or demonstrate why serving multiple needs is not feasible;
7. Demonstrate practicality, feasibility, urgency;
8. Demonstrate that the project can be implemented expeditiously and within budget;
9. Demonstrate that project alternatives, and alternative funding mechanisms, have been fully explored;
10. Produce an advantageous cost/benefit value using comparability whenever possible;
11. Leverage additional public and/or private funds; and
12. Preserve or utilize currently owned Town assets.

### **Category Specific Criteria**

**Open space** proposals that address as many of the following specific criteria as possible will receive preference:

1. Permanently protect important wildlife habitat, including areas that: are of local significance for biodiversity;
  - contain a variety of habitats, with a diversity of geologic features and types of vegetation;
  - contain a habitat type that is in danger of vanishing from Sharon; or
  - preserve habitat for threatened or endangered species of plants or animals;
2. Preserve Sharon's rural and agricultural character;
3. Provide opportunities for passive recreation and environmental education;
4. Protect or enhance wildlife corridors, promote connectivity of habitat or prevent fragmentation of habitats;
5. Provide connections with existing trails or potential trail linkages;
6. Preserve scenic views;
7. Border a scenic road;
8. Protect drinking water quantity and quality;
9. Provide flood control/storage;
10. Preserve important surface water bodies, including wetlands, vernal pools or riparian

zones; and

11. Preserve a primary or secondary priority parcel in the Open Space Plan.

**Historical** proposals that address as many of the following criteria as possible will receive preference:

1. Protect, preserve, enhance, restore and/or rehabilitate historic, cultural, architectural or archaeological resources of significance, especially those that are threatened; and in the case of proposals on private property, the proposal and/or proponent meet certain economic criteria as may be required by the Community Preservation Committee;
2. Protect, preserve, enhance, restore and/or rehabilitate Town-owned properties, features or resources of historical significance;
3. Protect, preserve, enhance, restore and/or rehabilitate the historical function of a property or site;
4. Project is within a Sharon Historic District, on a State or National Historic Register, or eligible for placement on such registers, or on the Sharon Historic Properties Survey;
5. Project demonstrates a public benefit; and
6. Project demonstrates the ability to provide permanent protection for maintaining the historic resource; and in the case of proposals on private property, the proposal and/or proponent have demonstrated additional protective measures and have met additional criteria, as may be imposed by the Community Preservation Committee, to ensure the continued permanent protection of the historic resource.

**Community Housing** proposals that address as many of the following criteria as possible will receive preference:

1. Contribute to the goal of 10% affordability;
2. Conform to the Town's Community Housing Plan;
3. Promote a socioeconomic environment that encourages a diversity of income;
4. Provide housing that is harmonious in design and scale with the surrounding community;
5. Intermingle affordable and market rate housing at levels that exceed state requirements for percentage of affordable units;
6. Ensure long-term affordability;
7. Promote use of existing buildings or construction on previously-developed or Town-owned sites;
8. Convert market rate to affordable units; and
9. Give priority to local residents, Town employees, participants in the Sharon Metco program and employees of local businesses.

**Recreation** proposals that address as many of the following criteria as possible will receive preference:

1. Support multiple recreation uses;
2. Serve a significant number of residents;
3. Expand the range of recreational opportunities available to Sharon residents of all ages;
4. Jointly benefit Conservation Commission and Recreation Commission initiatives by promoting passive recreation, such as hiking, biking, and cross-country skiing, on Town owned property;
5. Maximize the utility of land already owned by Sharon (e.g., school property); and
6. Promote the creative use of footpaths, rights-of-way, other corridors to create safe and healthful non-motorized transportation opportunities.