



## TOWN OF SHARON COMMUNITY PRESERVATION COMMITTEE

Corey Snow, Chair  
Susan Rich, Clerk  
Jane Desberg, Treasurer  
Margaret Arguimbau  
Anne Bingham  
Marc Bluestein  
Allen Garf

To the Residents of Sharon:

Under the statutes governing the Community Preservation Act, Mass.General Laws Chapter 44B, proposals must be submitted under four topic areas: (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 any Town Meeting should be submitted 90 days before the scheduled date of the Town Meeting.

The process is as follows: Projects are evaluated for eligibility, then reviewed by the Committee. If found to be acceptable 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 second vote must be taken not less than 7 days following the first vote. The Town Meeting may vote to accept as submitted or move to reduce the recommendation.

The Committee's criteria and application forms follow.

Community Preservation Committee  
Sharon Town Hall  
90 South Main Street  
Sharon, MA 02067

## **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 email 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 multiyear 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. Projects to be considered for recommendation at the next Town Meeting should be submitted to the Committee as soon as plans are available, no later than 90 days before the scheduled 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 website at [www.townofsharon.net](http://www.townofsharon.net) under Boards & Committees.
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  
Sharon Town Hall  
90 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 Chapter 44B.
2. Are consistent with the Town's Community Preservation Plan, Open Space and Recreation Plan, Townwide Comprehensive Facility Study, Community Housing Plan, and other Town planning documents.
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 underserved 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.
12. Preserve or utilize currently owned Town assets.

### **Category-Specific Criteria**

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

12. Permanently protect important wildlife habitat, including areas that are of local significance or 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.
13. Preserve Sharon's rural and agricultural character.
14. Provide opportunities for passive recreation and environmental education.
15. Protect or enhance wildlife corridors, promote connectivity of habitat, or prevent fragmentation of habitats.
16. Provide connections with existing trails or potential trail linkages.
17. Preserve scenic views, or border a scenic road.
18. Protect drinking water quantity and quality.
19. Provide flood control/storage.
20. Preserve important surface water bodies, including wetlands, vernal pools or riparian zones.
21. Preserve a primary or secondary priority parcel in the Open Space and Recreation Plan.

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

1. Protect, preserve, enhance, restore, 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, or rehabilitate Town-owned properties, features, or resources of historical significance.
3. Protect, preserve, enhance, restore, or rehabilitate the historic 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.
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 state 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.
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 Committee 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).
6. Promote the creative use of footpaths, rights-of-way, other corridors to create safe and healthful nonmotorized transportation opportunities.