

Town of Amherst, Massachusetts
Community Preservation Act Committee
Community Preservation Plan
December, 2017

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Dear Amherst Residents and Applicants,

The Amherst Community Preservation Act Committee (CPAC) is pleased to present the Amherst Community Preservation Act Plan. This Plan will be reviewed and updated periodically in response to changing preservation needs and opportunities, and to improve clarity.

Our intent is to provide a helpful, practical guide for proposal applicants and people wishing to learn more about how the Community Preservation Act is implemented in our town. The Plan gives an introduction to the CPA program as it applies to Amherst, and contains detailed information about the project application and review process.

We are committed to using a transparent and inclusive process as we continue to implement the CPA in Amherst in the most effective way that we can. We welcome your comments and suggestions regarding this Plan and the procedures that we use to carry it out.

The Plan is respectfully submitted to the residents of Amherst with the aim of providing a catalyst for significant enhancement of community preservation goals. We would like to thank the many citizens, Town officials, and members of previous Community Preservation Act Committees for their help in the development of this Plan.

Sincerely,

Amherst Community Preservation Act Committee 2016

Marilyn Blaustein
Paris Boice
Jim Brissette
Nate Budington
Peter Jessop
Laura Lovett
Jim Oldham
Pari Riahi
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Amherst Community Preservation Act Committee 2017

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I. Introduction

A. Introduction to the CPA in Amherst

The Community Preservation Act (CPA) was passed by the State Legislature in Chapter 267 of the Acts of 2000. The act is designed to help Massachusetts' cities and towns preserve and plan for their communities' futures and to raise funds to accomplish their Historic Preservation, Open Space, Recreation, and Community Housing goals. The CPA statute has been amended several times since 2000, most recently in July 2012 with the passage of H 4200. (See www.communitypreservation.org/ for more information).

Amherst adopted the CPA at its 2001 Annual Town Election, established a Community Preservation Act Committee (CPAC) and authorized the Town to levy a 1% surcharge on property tax bills to raise funds to address our Community Housing, Historic Preservation, Open Space, and Recreation needs. Amherst elected to exempt from the surcharge the first \$100,000 of assessed value of each property's assessment. By accepting the CPA, Amherst became eligible to receive state funds that match a percentage of the funds raised locally each year. A few years later residents voted to increase the levy to 1 ½ %, and in 2015 the residents voted to increase the levy to the maximum allowed of 3%.

Brief History of the CPA in Amherst

2000 State enacts Community Preservation Act

2001 Amherst Adopts CPA at 1%

2006 Amherst Adopts CPA at 1.5%

2012 State revises CPA

2015 Amherst Adopts CPA at 3%

Spending of CPA-generated funds must be approved by Town Meeting. The CPAC reviews and then recommends selected projects to be funded at Town Meeting. The law requires that at least 10% of the Town's community preservation funds be allocated to projects in each of the following areas: Historic Preservation, Open Space, and Community Housing. Funding for Recreation is permitted but not at a mandated percentage; and counts toward the Open Space allocation.

II. Allowable Uses

A. Allowable Uses Chart

	Open Space	Historic	Recreation	Housing
Acquire	Yes	Yes	Yes	Yes
Create	Yes	No	Yes	Yes
Preserve	Yes	Yes	Yes	Yes
Support	No	No	No	Yes, but not for social service support
Rehabilitate and/or Restore	Yes, if acquired or created with CPA funds	Yes	Yes	Yes, if acquired or created with CPA funds
Yearly Minimum Required Expenditure	10%	10%	No Minimum	10%

Adapted from "Recent Developments in Municipal Law", Massachusetts Department of Revenue. October 2012.

B. Eligibility for CPA Funds

Community Preservation Act funds must be used for public community preservation purposes.

Preservation is defined as, “the protection of personal or real property from injury, harm or destruction.”

CPA Fund monies may be spent to undertake the following primary community preservation purposes:

- The acquisition, creation and preservation of open space.
- The acquisition, creation, preservation and support of community housing.
- The acquisition, preservation, restoration and rehabilitation of historic resources.
- The acquisition, creation, preservation, restoration, rehabilitation and improvement of land for recreational use.

Community Preservation Act funds may also be used for, but are not limited to, the following (and possibly other) purposes:

- Revenues for later spending.
- Annual principal and interest payments, preparation, issuance and marketing costs for bonds or notes for borrowings for community preservation purposes.
- Damages payable to property owners for real estate interests taken by the Town by eminent domain for community preservation purposes.
- Required local share for state and federal grants for allowable community preservation purposes.
- Property acquisition-related expenses including appraisal costs, expenses for title searches, and closing fees.
- Annual administrative and operating expenses of the Committee, not to exceed 5% of the Fund’s estimated annual revenues.

Community Preservation Act funds may not be spent for the following purposes:

- Replacing existing operating funds. The Fund is a supplementary funding source intended to increase available resources for community preservation acquisitions and initiatives.
- Routine maintenance, defined as the upkeep of any real or personal property.
- Gymnasiums, stadiums, artificial turf fields, or any similar structure.
- Projects without a public purpose or public benefit.

III. Categories of CPA Support

A. Open Space

a. Profile:

At present, there are approximately 5,300 acres representing 30 percent of Amherst’s surface area (total land area equals 17,765 acres), in permanently protected open space. The Town of Amherst Conservation Department manages over 1,965 acres of conservation land, approximately 80 miles of trails and holds Agricultural Preservation Restrictions over more than 1,842 acres of farmland as well as Conservation Restrictions on over 157 acres. Permanently protected lands range from town-owned conservation land with public access to privately owned land with Conservation Restrictions to land owned by the Commonwealth of Massachusetts such as parts of the Mount Holyoke Range. These lands are distributed throughout the town, many only a short walk from the village centers or town center where the public can enjoy the preserved open space or traverse the network of trails that connects many conservation areas in town.

b. Goals:

Amherst attracts and retains residents who deeply value their quality of life and who have a great commitment to preserving the area’s unique landscape and character. This character encompasses not only a diversity of cultural experiences, economic pursuits, and scenic beauty, but also opportunities for outdoor recreation and enjoying the physical side of life. It is important for many to preserve and enhance these resources for current and future residents. Given Amherst’s regional appeal, it is essential to continue to develop general open space and recreation goals to address these concerns.

The goals are as follows:

- Protect farmland and prime soils, and thus enhance Amherst’s rural character and agricultural viability.
- Focus land preservation efforts in areas that have:
 - Priority habitat for rare and endangered species
 - Wildlife habitat
 - Valuable natural resources
 - Prime agricultural soils
 - Watershed lands that supply Amherst’s drinking water
 - Large contiguous blocks of undeveloped open space.
- Expand, connect, and make accessible existing preserved land and trail system to make a greenway network throughout town.
- Increase land area available for passive recreation in Amherst for people of all ages and abilities where feasible.

c. Eligibility:

Permissible purposes for which CPA funds may be spent on open space include the acquisition, creation, and preservation of open space, and for the rehabilitation or restoration of such open space that is acquired under the CPA.

Open space is defined to include, but is not limited to, the following:

- Agricultural land
- Well fields, aquifers, recharge areas, and other watershed lands
- Grasslands, fields, or forest lands
- Fresh water marshes and other wetlands
- Rivers, streams, lakes and ponds
- Scenic and historic vistas
- Land for wildlife habitat or biodiversity or nature preserves

The following are examples of the types of open space expenditures that may be carried out under the CPA:

Acquisition

- Purchase land to protect water supplies such as well fields, aquifers, recharge areas, and lake or reservoir frontage and other watershed lands
- Purchase easements or rights-of-ways that maintain or enhance access to existing open spaces
- Purchase land strategically located to protect or create trail networks or wildlife corridors

Creation

- Raze an aging, vacant, municipally-owned building to create open space
- Reconstruct a road to create a median strip with grass and trees
- Rehabilitate and/or redevelop brownfields such as capping a landfill and converting the site to open space

Preservation

- Purchase permanent conservation or agricultural preservation restrictions to protect open space or farmland from future development
- Remove invasive plant species from ponds, wetlands, and wooded areas to protect existing open space and wildlife habitats from harm or injury
- Purchase easements to protect water supplies such as well fields, aquifers, recharge areas, and lake or reservoir frontage and other watershed lands

Rehabilitation and Restoration

- Restore natural areas such as wetlands or marshlands acquired using CPA funds to their original state
- Seed and plant native non-invasive trees and otherwise landscape an open space created by the removal of buildings on site
- Ensure appropriate public access to conservation lands through necessary improvements.

Town of Amherst. (2009). Open Space and Recreation Plan.

Conservation Amherst, MA. Retrieved 2016 from <http://amherstma.gov/285/Conservation>

Community Preservation Coalition. (January 2015).

Text of The Community Preservation Act. Retrieved from

<http://www.communitypreservation.org/content/text-legislation>

B. Historic Preservation

a. Profile:

The site of Amherst has long brought together many peoples and cultures and the town has sought to preserve, interpret, and advocate for Amherst's historic and cultural resources. *The History of the Town of Amherst, Massachusetts*, published in 1896 by Carpenter and Morehouse, provides a comprehensive summary of Amherst's history from 1653 to 1896. The Amherst Historical Society, founded in 1899, focused on archiving and telling Amherst's history. It opened the Strong House Museum in 1916. The 1959 Amherst Bicentennial reminded 20th century Amherst residents that they lived in a community with a past. On January 1, 1965, Amherst College purchased the Emily Dickinson Homestead; in the following year, the Emily Dickinson Homestead was declared a National Historic Landmark and placed on the National Register of Historic Places as an individual property.

The Amherst Historical Commission has conducted studies of the Town Center Common and the South Amherst and East Village commons to determine their historical extent and improve their

preservation. The Commission has inventoried over 900 properties and 120 outbuildings, researching and recording the history of each with photographs and text, and has listed over 100 properties on the National Register of Historic Places. It has successfully nominated 9 National Register Districts and 9 individual properties to the Massachusetts and National Register of Historic Places (See Appendix-Individual Properties and Historic Districts). The Town adopted its first Local Historic District in 2012, to coincide with the boundaries of the Dickinson Historic Register District and its second district, North Prospect, Lincoln, Sunset Local Historic District in 2017. Many communities are fortunate if they have one National Register District or a handful of listed properties—Amherst has many, and the list will grow in coming years.

However, many resources remain unprotected, threatening the loss of much of Amherst’s history.

b. Goals:

Historic and cultural resources foster a connection to the Amherst community, generate a sense of pride among its residents, and attract visitors to the Town. Appropriate protection and celebration of these resources will ensure that the community’s heritage and unique character are preserved and passed on to future generations.

The Amherst Master Plan established the following overarching goal for Natural and Cultural Resources:

- To preserve the Town’s historic fabric and agrarian and academic heritage, and protect the quality of our natural resources,
- To ensure a vibrant, diverse, sustainable community
- To promote the preservation, appreciation, and sustainable use of our historical and cultural resources for residents and visitors.

The Town’s [1999 West Cemetery Preservation Plan](#), the [2005 Amherst Preservation Plan](#) and the [2010 Master Plan](#) identify numerous historic preservation objectives and strategies. These objectives and strategies respond to evolving community preservation needs and opportunities, as interpreted and prioritized by the Amherst Historical Commission under its state and local mandate. Through Community Preservation Act funding, many of Amherst’s most important historic resources have been preserved.

c. Eligibility

Within the framework established under MGL Ch. 44B (Community Preservation Act), historic preservation projects eligible for CPA funding support fall into the following three general categories:

- Direct preservation and restoration of public and private historic resources.

For public resources, these includes physical preservation or restoration of historic structures, buildings, landscapes, and site features in Amherst’s historic village centers, commons and parks, cemeteries, public buildings, as well as the restoration of missing historic features. For privately-owned historic resources, this applies to institutional buildings, museums, churches, and other similar properties, as well as to historic residential or commercial buildings and sites. This category also includes actions that directly protect and preserve archeological or paleontological resources. Acquisition of historic preservation deed restrictions, easements, and other forms of public ownership fall within this category.

- Rehabilitation of historic resources—i.e., capital changes that make historic resources more functional for their intended uses.

This category includes physical changes restoring aspects of historic resources, but modernizing those resources through permanent new capital improvements. It also includes projects that install new capital improvements, such as interpretive signs or other features, in direct association with historic resources, adding value to those resources and improving their function. It may in some instances also include the installation of modern structures or equipment needed to protect historic resources from damage. CPA-funded rehabilitation projects must conform to the Standards for Rehabilitation in the U.S. Secretary of the Interior’s Standards for the Treatment of Historic Properties (36 C.F.R. Part 68).

- Projects of study that constitute a necessary preliminary step in identifying, protecting, preserving, restoring, and rehabilitating historic resources.

These include inventories, studies, archeological surveys, forensic architectural or archeological analyses, and site- or area-specific historic appraisals, studies, and research needed to support preservation, restoration, and rehabilitation of historic resources, as well as the nomination of properties, structures, or sites to the state and national historic registers of historic places.

This listing does not represent either a detailed or complete list of CPA-eligible historic preservation projects.

Further information is available from the Historical Commission through the Conservation and Development Office in Amherst Town Hall at (413) 259-3040 or planning@amherstma.gov. Applicants are encouraged to discuss their projects with the Historical Commission well in advance of CPA application deadlines.

C. Community Housing

a. Profile

The Pioneer Valley, with its diverse array of cultural attractions, scenic landscapes, accessible public lands, and lack of congestion, is one of the most desirable residential locations in New England. Within the Valley, Amherst holds a special appeal: as the home of two colleges and a major research university; it is the cultural and intellectual center of western Massachusetts and offers public schools that are among the best in the area. But the very desirability of our town has placed tremendous stresses on the availability of affordable housing for the elderly, disabled, low income, young families and locals who wish to remain in their home town. Much of this stress can be traced to the overwhelming presence of students residing in Amherst’s rental inventory. Because students often rent units on a per bedroom cost, thereby driving up rents beyond what a typical family can afford, landlords are incentivized to market their units to college students. Many single-family homes in residential neighborhoods—precisely the housing that serves the cohorts mentioned above—have been dedicated to student housing over family housing. The current housing market in Amherst has changed significantly in the past 25 years with a dramatic decline in families (a decrease of over half the 1990 population), decline in the average household size, lower median household income and an aging population. The result is a stratified market with an increase in aging homeowners and many college-aged residents, who price out young families for the limited supply of rental housing. This skewed housing market threatens Amherst’s ability to maintain the economic diversity that is central to our character as an inclusive community. The Town has preserved housing for seniors and income-eligible residents downtown with the Ann Whalen and Chestnut Court Apartments, has bought and maintained low-income housing in Echo Hill and Rolling Green Apartment Complexes, in addition to various Habitat for Humanity sites throughout Amherst.

b. Goals:

- Rental housing for families, particularly those earning within very low income categories and the growing number of smaller households that are increasingly single parents with children.
- Rental housing for individuals who require smaller affordable housing units, (SRO's) including persons accommodated in the shelter in winter and elsewhere in other seasons.
- Preservation of existing affordable rental housing, including subsidized units and those in the private housing market, which are typically more cost effective to rehabilitate than to build new.
- Affordable homeownership for low and moderate income
- Housing for at risk and special needs populations that often require special services and handicapped accessibility, as well as affordable housing for those transitioning out of shelters or other programs.
- Housing with permanent, affordability restrictions.

c. Eligibility

"Support of Community housing" shall include, but not be limited to, programs that provide grants, loans, rental assistance, security deposits, interest-rate write downs or other forms of assistance directly to individuals and families who are eligible for community housing, or to an entity that owns, operates or manages such housing for the purpose of making housing affordable.

D. Outdoor Recreation**a. Profile:**

Amherst has engaged in active planning for open space and recreation since the late 1960's. During most of that time, the majority of the community's efforts at conservation land planning were aimed at acquiring and preserving critical lands such as greenbelts along streams and rivers, wetlands, unique habitats, important wildlife habitat, and prime farmland. Community efforts for recreation focused on maintaining and improving existing facilities (often facilities shared with the schools) for formal, active recreation and team sports—swimming pools, mixed-use ball fields, etc.—with only occasional attempts to acquire new lands and expand capacity. Amherst's steady growth and changes in the community's complexity are creating new needs and trends that will require a more sophisticated, coordinated approach to the provision of preserved land and recreation resources.

b. Goals:

- Provide and develop multi-use and multi-generational recreational opportunities that bring townspeople together by providing an adequate supply of accessible, recreational fields and facilities that will meet the needs of our community for a wide variety of recreation activities.
- Increase accessibility of existing recreational lands and trails, and public facilities at recreational fields. In particular, develop universal access programs to provide outdoor activities for those with disabilities and mobility impairment.
- Develop recreational areas that integrate active and passive recreational opportunities available to all ages and abilities. Specifically, establish new or improved existing recreational fields and facilities near population centers and make existing parks attractive destinations within higher density areas of Amherst, especially by developing new playgrounds or improving existing playgrounds for young children that are close to downtown and other population centers.

- Renovate and adapt existing parks, facilities, fields and recreational areas to serve multiple purposes and to meet the changing recreational trends of the community.
- Increase land area available for active and passive recreation in Amherst by creating or acquiring new areas and by improving existing outdoor recreational fields and facilities.

c. Eligibility

CPA funds may be expended for:

“...the acquisition, creation, preservation, rehabilitation and restoration of land for recreational use and for rehabilitation or restoration of land for recreational use.... Recreational use is defined as active or passive. The Act prohibits use of funds to acquire, create or preserve land for a stadium, gymnasium, or similar structure.”

The focus for CPA recreational projects is on outdoor passive or active recreation, such as (but not limited to) the use of land for:

- Community gardens
- Trails
- Noncommercial youth and adult sports
- Parks, playgrounds or athletic fields
- CPA funds may be used only for outdoor, land-based recreational uses and facilities.
- CPA funds may be used for the acquisition of land to be used for recreation, or for the creation of new recreational facilities on land a community already owns. A 2012 amendment to CPA broadened the law to allow also for the rehabilitation of existing, outdoor recreational facilities to make them more functional for their intended recreational use.

IV. Requirements and Evaluation Criteria for all Categories

A. Proposal Requirements

All proposals submitted by the deadline will be considered. Your proposal should include:

- Feasibility of the Project
- Documentation for Estimated Costs
- Expectations for additional funding in future years
- Note any other possible sources of funding, if none explain
- Urgency of the Project
- Estimated timeline from receipt of funding, if awarded, to start and to complete the Project
- Acquisition and/or plan for preservation of threatened resources
- Population(s) to be served by the Project
- Description of how the CPA investment in your property, facility or project will be maintained over time
- Referral of your Project to relevant Town boards, committees or commissions
- Description of how your request meets the CPA criteria for Community Housing, Open Space, Historic Preservation and/or Recreation

B. Evaluation Criteria

All proposals will be evaluated by the way in which they:

- Meet the goals of Historic Preservation, Community Housing, Open Space and/or Outdoor Recreation, as outlined
- Contribute to the quality of life, the vitality of the community and preserves Amherst’s unique character

- Can be completed expeditiously and within budget

Additional Evaluation Criteria can include:

- Serves more than one CPA program
- Supports Amherst’s sustainability goals
- Supports underserved communities
- Project supported by community groups and individual citizens
- Proposed project adheres to prevailing wage where applicable. This is a requirement for Town projects or projects on Town-owned land.
- Expectation for additional funding in future years
- Availability of any other possible sources of funding, or demonstration of the lack of other funding sources
- Priority ranking of your Project set by Town boards, committees or commissions after presenting your Project to relevant Town boards, committees or commissions

V. Application and Approval Process

A. Application Process

1. Fill out an [application form](#) (included in the appendix) and submit by the deadline. Submit an electronic copy (preferred) of your proposal, clearly marked CPAC Proposal via email to: Sonia Aldrich at aldrichs@amherstma.gov. Alternatively, submit 1 hard copy to: Accounting Office, Attn: Sonia Aldrich, Comptroller, Town of Amherst, 4 Boltwood Ave., Amherst MA 01002.
2. CPAC reviews proposals and generates questions.
3. Appear before relevant boards or committees prior to CPAC presentation, if at all possible. ([Historic Commission](#), [Conservation Commission](#), [Amherst Housing Authority](#), [Housing and Sheltering Committee](#), [LSSE Commission](#)) They make recommendations to CPAC on relevant proposals.
4. Respond to proposal questions from CPAC in writing 7 days prior to presentation.
5. Town Staff will contact you to schedule your presentation.
6. Present your proposal before CPAC, approximately 20 minutes in length, and be prepared to answer questions from committee members.
7. CPAC holds a public hearing on all proposals being considered. You are welcome to attend to support your proposal.
8. At the public hearing, or at a subsequent meeting, the proposals are discussed and CPAC votes on which proposals to recommend to Town Meeting. CPAC may alter the amount requested.

B. Approval Process

1. Town Meeting votes whether to accept CPAC recommended proposals
2. Be available at Town Meeting to answer questions about your proposal

VI. Timeline for applying for CPA Funds

A. Standard Timeline of the Process

October	Requests for Proposals (RFP) letter sent out
Second week in December	Deadline for proposal submission

October-February	Vetted by relevant Town committee (Open Space-Conservation Commission, Outdoor Recreation- LSSE Commission, Community Housing-Housing and Sheltering Committee and Amherst Housing Authority, Historic Preservation- Historical Commission)
December-January	CPA committee reviews proposals and generates questions
January-February	Presentations by Applicants
February-March	Public Hearing on all proposals
March	CPA Committee votes on which proposals to recommend to Town Meeting
April-May	Town Meeting votes funding
July	Funds available if approved
The Following Year	Project Report

IX. Appendix

Community Preservation Act Committee Sample Letter: Request For Proposals (following page)

Date: September 22, 2016
From: Paris Boice, Chair, Community Preservation Act Committee (CPAC)
To: Distribution list
Subject: Call for Proposals Qualifying for CPA Funding

This is to request proposals for FY 2018 appropriate to the provisions of the Community Preservation Act (CPA). Deadline for submissions is December 9, 2016

The Community Preservation Act (CPA), adopted by Amherst voters in April 2001, established a local fund based on a 1% tax surcharge (later amended to 1.5% and then to the full 3%) on property valuations above \$100,000 *"for the acquisition, creation and preservation of open space; for the acquisition, preservation, rehabilitation and restoration of historic resources; for the acquisition, creation and preservation of land for recreational use; for the acquisition, creation, preservation and support of community housing; and for the rehabilitation or restoration of open space, land for recreational use and community housing that is acquired or created."* The law also established a State Trust Fund, from which annual allocations are made to towns that have accepted the Act, partially or fully matching local appropriations. Local allocations are currently being matched by the state at between 12 - 26% for the initial round of funding, resulting in a projected total amount for distribution of approximately \$1,093,143 for this year. Please remember that it is possible for Town Meeting to authorize long-term borrowing and then use future CPA funds to pay off the debt, so feel free to submit proposals even if the amount of money requested seems to be larger than the amount available.

The Community Preservation Act Committee (CPAC) is charged with assessing the needs of the Town in those areas identified by the Act, and recommending relevant expenditures to Town Meeting. By state law, CPA funds are to be spent *only* on community housing, historic preservation, open space, and recreation. A minimum of 10% of the available funds (from the surcharge and the state match) must be set aside each year (although not necessarily spent) for each of three categories of community housing, historical preservation, and open space. Recreation is the fourth recipient, or beneficiary, but is not mandated to receive the minimum 10%.

The Committee intends to develop recommendations for funding to be considered at the Annual Town Meeting next spring.

At this time, we invite you to submit projects appropriate to the provisions of the Act that you would like CPAC to consider. Please submit to us, by Friday, December 9, 2016, in order of priority, your project. Please fill out the attached form with your submission. Generally speaking, the CPAC refers projects to the relevant boards, commissions and committees for their input on proposals. Typically, we refer open space proposals to the Conservation Commission, recreation proposals to LSSE, historic preservation proposals to the Historical Commission, and community housing proposals to the Board of Trustees of the Amherst Affordable Housing Trust. Please indicate the category of interest (Community Housing, Historic Preservation, Open Space, and/or Recreation), a project title and description, costs, partnerships, any seasonal or timing restrictions, and the amount of CPA support requested. **Please send your proposals to Comptroller Sonia Aldrich at aldrichs@amherstma.gov**

The Committee will consult with each of the boards, commissions and committees to schedule presentations your project at one of our meetings scheduled for January or February.

The Committee expects recipients of funds for Projects to report back in writing annually about the progress of the project. Projects must be completed in a timely manner and unspent funds returned to the CPA Fund.

Proposal Requirements:

1. Feasibility of the Project
2. Documentation for Estimated Costs
3. Funding available, possibility of multiple sources of funding, expectations for additional funding in future years, demonstrates the lack of other funding sources if applicable.
4. Urgency of the Project
5. Estimated timeline from receipt of funding, if awarded, to start and to complete the Project
6. Acquisition and/or preservation of threatened resources
7. Population(s) to be served by the Project
8. How will the CPA investment in your property, facility or project be maintained over time?
9. Priority of your Project set by requesting Town boards, committees or commissions.
10. All proposals submitted by the deadline will be considered.

Submission Process:

1. Complete the attached CPAC Form with your submittal.
2. Attach any relevant documentation.
3. Submit an electronic copy (preferred) of your proposal, clearly marked *CPAC Proposal* via email to: Sonia Aldrich at aldrichs@amherstma.gov. Alternatively,

- submit 1 hard copy to: Accounting Office, Attn: Sonia Aldrich, Comptroller, Town of Amherst, 4 Boltwood Ave., Amherst MA 01002.
4. **Deadline** for all submissions including documentation is **Friday, December 9, 2016**.
Note: earlier submission of proposals are encouraged to give the CPA Committee time for review and to receive information from relevant Town boards and commissions.
 5. Public Presentations before CPAC will be scheduled for January and February.
 6. The receipt of your proposal will be acknowledged.

Please contact me by email at parisybil@gmail.com should you have any questions.

Website: <http://www.amherstma.gov/cpa>

Facebook: <https://www.facebook.com/AmherstCPAC>

Community Preservation Coalition: <http://www.communitypreservation.org>

Community Preservation Act Committee- Proposal Request Form for FY 2018

Project Title: _____

CPA funding category: Check all that apply

- | | |
|--------------------------|-----------------------|
| <input type="checkbox"/> | Community Housing |
| <input type="checkbox"/> | Open Space |
| <input type="checkbox"/> | Historic Preservation |
| <input type="checkbox"/> | Recreation |

Amount of CPA Funds Requested: \$ _____

Submitting Entity: _____

Contact Person: _____

Phone: _____

Email: _____

Please complete this form in its entirety and include the following in your proposal.

Overview of Proposal: Please describe your project and your feasibility analysis.

Describe how your request meets the CPA criteria:

1. Description of funding needed, including:

a. Documentation of cost estimates, budget

b. Other sources of funding, e.g., grants, self-funding, fund-raising

c. Timeline on how CPA funds would be spent, including over multiple years

2. Urgency of the Project, if any.

3. Estimated timeline from receipt of funds to Project completion.

4. Acquisition or preservation of threatened resources.

5. Population(s) to be served by the Project.

6. How will the CPA investment in your property, facility or project be maintained over time?

7. Which relevant Town committees and/or commissions are you working with?

8. Other information regarding the Project deemed necessary for CPAC

B. Community Historic Profile

Amherst's human past spans 11,000 years, beginning as a hunting and fishing grounds for Paleolithic native peoples and later Algonkian-speaking river tribes. The community separated from Hadley in 1759 and has evolved in the past 300 years through an initial period of intense struggle into a Colonial-era farming and mill community, then a 19th century industrial town, and finally into a regional center of education, tourism, and innovation with three institutions of higher learning. Internationally prominent people have called Amherst home, including poet Emily Dickinson, educators William Smith Clark and Noah Webster, and poet and teacher Robert Frost. While small in size, Amherst has long had and fostered a diverse population consisting of numerous socio-economic and ethnic groups, a wide array of business enterprises, cultural and literary efforts, all while retaining a vigorous agricultural base and a durable connection to the land. Amherst's history provides a snapshot of the changes that typified many towns across America.

From its earliest days of European settlement, Amherst's settlement pattern consisted of several small, densely-settled villages, separated by open farms and forests, all connected by roadways. This pattern has endured. The physical fabric of Amherst's history—the village centers, buildings, landscapes, cemeteries, commons, roads and streets, parks, and other resources—comprise Amherst's visible historic and cultural heritage and help tell the community's story to residents and visitors today.

Amherst grew dramatically during the latter half of the 20th century. From 1950 to the turn of the 21st century Amherst's population tripled as the educational institutions, particularly UMass, grew to cover 25 percent of the town's acreage. Yet the town, by design, retained its historic "villages and farm" pattern of settlement, and has continued to preserve many of its historic buildings, objects, landscapes, and other resources into the 21st century.

Today, through community choices made consistently since the early 1960s, Amherst retains much of the natural landscape that Pre-Contact Native Americans would recognize. Native American travel corridors—the Bay Road in South Amherst and the "Nashaway Trail" (Mill River-Cushman Brook corridor) still serve that purpose today. The thousands of acres of protected Amherst farmland help to preserve some of the settlement pattern of the Colonial Period. Several properties and landscape features of the early Colonial Period (1675–1775) still stand. Homes of the earliest European settlers, including Samuel Boltwood (82 Stockbridge Road), Willard Kellogg (76 North East Street), Samuel Henry (107 Henry Street, Cushman), and Thomas Coleman (1055 South East Street) display local materials and methods of Colonial construction. The east highway (Middle Street, South and North East Streets, Flat Hills Road) and west highway (East, North and South Pleasant Streets and West Street) provide reminders of the 1703 divisions. The clusters of residences in East and South Amherst reflect the early establishment of distinct villages. West Cemetery, containing some of the only unaltered topography in the center of town, holds the graves of many of these earliest settlers.

The late 18th and early 19th centuries saw a growth of industry in Amherst, and with it, expanded residential and commercial building, a larger population, and the division of the First Parish Church into several congregations. In 1759, Amherst was first established as a separate parish of Hadley with its own minister. In 1786, following the conclusion of the Revolutionary War, a State Act made Amherst an official Massachusetts town. Civic activity took root in East Village—Amherst's first settled center grew around a narrow common extending south from the intersection of Main and East Streets—where residents held town meetings, and established the first post office in 1806. Other village clusters expanded.

In 1788, the Town formally recognized long-used 'common' land in the old highways in the center (Amherst Common), east (East Amherst Common), and south (South Amherst Common). In 1818, residents voted to establish North and South Cemeteries, further reinforcing the function of these distinct villages within the larger town. The Federal Period (1775–1830) left a strong imprint on the

Amherst landscape. In addition to the parish church buildings and commons, many domestic and institutional structures survive, including South and North Colleges and College Hall (all 1820s) at Amherst College, and several houses in Cushman and South Amherst, all of which exhibit Federal Period design and detail.

The spirit of the Early Industrial Period (1830–1870) is very much alive today in the Amherst landscape. The core of activity still lies in the center, with commercial, civic, and religious institutions lining the main streets and surrounding the Common. Many of the mid-19th century commercial structures burned in several major downtown fires, yet the original street and building layout remains. The Common retains the utilitarian shared function of a 17th century common with the later ‘park’ feel of a mid-19th century green, with defined pathways, turf and shade trees. Residential neighborhoods to the north, west and east of the center remain with their original homes largely intact. Mid-19th century institutional buildings on the campuses of Amherst College and the University of Massachusetts display the design, materials and craftsmanship of institutional forms of Greek Revival, Italianate, and other period styles. While most of the industries have disappeared, the Amherst to Belchertown Railroad route is preserved in the New England Central Railroad and the Norwottuck Rail Trail, with several of the original stone railroad bridges intact.

Many Late Industrial Period (1870-1915) structures, landscapes and other features can be found throughout Amherst today. Orchards still cover many acres in South Amherst. Structures from the original Massachusetts Agricultural College remain, including Clark, Draper, Fernald, Munson, Stockbridge, Wilder and Memorial Halls, the East and West Experiment Stations, Flint and Goessmann Laboratories, and Old Chapel. Houses from this period remain throughout the town, and many exhibit high-style period detail. Village Improvement Societies had a lasting impact on the look of the Amherst landscape, as the East, South and Town Commons remain well graded and grassed. Sweetser Park has become a jewel in the system of downtown Amherst’s public green spaces.

C. Individual Properties and Historic Districts

Individual Properties	Districts
Emily Dickinson House (1966)	East Village Historic District (1986)
The Evergreens (1977)	Lincoln-Sunset Historic District (1991)
Ithamar Conkey-Abiel Stevens House (1979)	Amherst Central Business District (1991)
Theodore Baird House (1985)	North Amherst Center Historic District (1991)
The Strong House (1984)	Cushman Village Historic District (1992)
Goodwin Memorial African Methodist Episcopal Zion Church (2000)	Dickinson Historic District (1992) (Also a Local Historic District)
West Cemetery (2000)	Prospect-Gaylord Historic District (1993) South
Amherst Common Historic District (1995)	
Westside Historic District (2000)	

D. Community Preservation Act Committee Members- FY2016

(Appointed by the Select Board: 9 members for 3-year terms)

FY2016

	Year Appointed	Term Expires
Marilyn Blaustein, At Large	2011	2017
Paris Boice, Vice Chair, Conservation Commission Rep	2011	2017
Jim Brissette, LSSE Rep	2013	2017
Nate Budington, At large	2016	2019
Peter Jessop, Housing Rep	2001	2018
Laura Lovett, Historical Commission Rep	2014	2016
Jim Oldham, At Large	2013	2018

Pari Riahi, Planning Board Rep	2015	2018
Diana Stein, At large	2015	2018

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oldham.jim@gmail.com
pari@parirahi.com
dstein@mtholyoke.edu

FY2017

	Year Appointed	Term Expires
Jim Brissette, LSSE Rep	2013	2018
Nate Budington, At Large	2016	2019
Fletcher Clark, Conservation Commission Rep	2017	2018
Stephan Jefferson, Housing Rep	2017	2018
Jim Oldham, At Large	2013	2018
Pari Riahi, Planning Board Rep	2015	2018
Diana Stein, At large	2015	2018
Jan Wald, Historical Commission Rep	2017	2018

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