

ACTON COMMUNITY HOUSING CORPORATION
Joint Meeting with
Acton Select Board & Acton Planning Board
Acton Town Hall, Room 204
Monday, December 1, 2025

MEETING MINUTES

Pursuant to notice given, the Acton Community Housing Corporation (ACHC) held a meeting jointly with the Acton Select Board (SB) and Acton Planning Board (PB) on Monday, December 1, 2025 at 6:00 pm in Room 204 at Acton Town Hall. Present and constituting an ACHC quorum for the purpose of conducting business were regular members Janet Adachi, Bob Van Meter and Judy Hodge.

Janet recorded the minutes.

Janet Adachi, Chair, called the ACHC meeting to order at 6:18 pm.

Emma Yudelevitch, regional housing planner with the Metropolitan Area Planning Council (MAPC), provided an overview of the “inclusionary zoning” concept, and then a brief slide presentation about the MAPC’s economic-feasibility analysis of various inclusionary-zoning options for Acton’s recently created MBTA zoning district. The default standard in Acton’s MBTA district and under the MBTA Communities law is 10% deed-restricted affordable units at 80% of Area Median Income (AMI). In general, larger-scale multi-unit developments will allow for more financial feasibility in going above the 10% affordable-units standard or below the 80% AMI standard.

Questions, Comments, Discussion

Alissa, SB: Supports “deeper” affordability in 60-65% AMI range. So Option E (10% @ 80% AMI plus 5% @ 60% AMI), with lower-ranked preferences being Option D (12% @ 65% AMI and Option C (10% @ 60% AMI).

Bob, ACHC: Has MA Executive Office of Housing and Living Communities approved projects proposing 60% AMI? MAPC: If a community proposed a lower AMI, it needs to provide a developer incentive to make the project financially feasible. For people at that level, rental subsidies can be more effective.

Pat, PB: Does the analysis include consideration of any actual large-scale developments—what will this look like in Acton? No actual developments-- hypothetical, taking into consideration Acton’s new Habitat for All zoning, input from developers. “Small” generally is under 15 units, but there’s no minimum; “large” generally is up to 100 units though 30-unit range in Acton due to Acton parcel sizes.

Sam, PB: Not many large parcels, larger developments in MBTA zones.

David, SB: Re providing different thresholds for different-size projects: don’t want overly

complicated standards--too many options that could give developers too much leeway to limit scale of what do.

- Next step in process? MAPC: Once Town decides on preferred policy, MAPC will do writeup for Town to use in 3A application to State with feasibility analysis. Town staff develop Town Meeting presentation.
- Shouldn't focus on large developments, given dearth of those.
- Maybe address mixed-use zoning provision to allow structures taller than 3 stories and make that zoning more feasible for large projects (if any).

Alissa, SB: Section 8 rental-subsidy vouchers still available? MAPC: Yes, landlords must accept Section 8 vouchers under fair housing laws.

Bob, ACHC: CPA funds also available for rental subsidies. Newton and Waltham do that. Acton has considered but not done.

Alissa, SB: Why not adopt requirement of deeper affordability for large projects, given that Dover Heights owners want to expand that complex.

MAPC: Tiering option adds flexibility.

Jim, SB: Would like to see more smaller-unit options. Larger-scale projects are less likely, in part due to lack of land zoned for that. Would using fractional fees help to make smaller-scale projects with higher percentage affordable more feasible?

Bob, ACHC: Proposes additional "Option F" (which is at bottom of slide detailing Option C):

- 10% @ 80% AMI for small projects
- 10% @ 60% AMI for large projects

Alissa, SB: Has 2nd proposal (in addition to her earlier proposal): Combination of

- Option B: 15% @ 80% AMI for smaller projects
- Option C: 10% @ 60% AMI for larger projects

Similar to Option E (10% at 80% AMI and 5% at 65% AMI) and to Bob's "Option F" (10% @ 80% AMI for small & 10% @ 60% AMI for large).

Consensus among three boards to postpone making decision until 3 boards meet and discussion options separately.

Pat, PB: Need risk analysis.

Alissa, SB: 3rd option:

- 10% @ 80% AMI for smaller projects
- 10% @ 80% AMI plus 5% @ 65% AMI for larger projects
- Plus Jim's proposal to use fractional fees to enable >10% affordable in smaller projects

David, SB: Still too many choices.

Dean, SB: PB should evaluate, select preferred approach and report back in 1-2 months. Three boards agree that PB should review matter, conferring with Town Planner and MAPC.

Judy moved to adjourn the meeting at 7:32 pm and Bob seconded. Motion passed unanimously.

STATEMENT OF DOCUMENTS PRESENTED AT THIS MEETING:

Agenda, 12/1/2025

Memorandum, 11/24/2025, from Kaila Sauer, Acton Planning Director, to John Mangiaratti, Acton Town Manager re MAPC Economic Feasibility Analysis of Inclusionary Zoning for MBTA Overlay District, and proposed slides for 12/1/2025 presentation to joint meeting of Acton Select Board, Acton Planning Board and Acton Community Housing Corporation