



# TOWN OF WEST NEWBURY

## APPLICATION FOR PROJECT FUNDING

### COMMUNITY PRESERVATION COMMITTEE

Applicants should file eight (8) copies of the completed Application and all accompanying documents with the Community Preservation Committee, Town Office Building, West Newbury MA 01985, and an electronic copy to [cpc@wnewbury.org](mailto:cpc@wnewbury.org).

**PROJECT NAME:** \_\_\_\_\_

**PROJECT ADDRESS:** \_\_\_\_\_

**MAP/LOT:** \_\_\_\_\_

**APPLICANT NAME:** \_\_\_\_\_

(Group or Committee Affiliation)

**CONTACT PERSON:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

#### COMMUNITY PRESERVATION CATEGORY:

*(Please check all that apply)*

- ☐ **Community Housing**
- ☐ **Historic Preservation**
  - ☐ **Eligible/On State Registry**
  - ☐ **Designated by Historic Commission**
- ☐ **Open Space & Recreation**

The Committee may require, as a condition for funding, that the applicant grant to the Town or other authorized grantee certain restrictions, including: preservation restrictions on rehabilitated or acquired historic resources, conservation restrictions on preserved or acquired lands, and deed restrictions on affordable housing projects. If applicable, the restriction shall be recorded at the Southern Essex District Registry of Deeds.

**REQUIRED NARRATIVE: PLEASE PROVIDE A NARRATIVE ON A SEPARATE SHEET WHICH ADDRESSES THE FOLLOWING REQUIREMENTS**

**PROJECT SUMMARY:** Provide a description of the Project, including the property involved and its proposed use.

**PUBLIC BENEFIT:** Describe in detail the benefits West Newbury will receive from the Project and how the Project fulfills the Community Preservation Committee's Project Evaluation Criteria.

**CONTROL OF SITE:** Indicate whether the applicant owns or has a purchase agreement for the Project site. If the property is under agreement, include a description of the agreement and the timing and conditions. If the applicant does not have site control, explain.

**FEASIBILITY:** List all steps that may be required for completion of the Project, such as environmental assessment, zoning or other approvals, agreement on terms of any required conservation, affordability or historic preservation restrictions, and any other known issues. For projects that may impact abutters or the neighborhood, describe methods used to notify abutters of the proposal, and support or objections from those affected.

**SUPPORT:** Have the appropriate Town Boards and Commissions expressed support and/or approved the project? What is the nature and level of community support for this project?

**PROJECT TIMELINE:** Describe the anticipated steps or phases for completion of the Project. Demonstrate whether the Project will be ready to proceed in the coming fiscal year. Will this be a multiyear project?

**FUNDING:**

**A. Amount of Community Preservation Funding Requested:** \$ 175,000

**B.** Include a full budget, including itemization of major components and breakdown of construction and maintenance costs. Describe the basis for your budget and the sources of information you used.

Please see attached budget. Itemization of transaction costs is based upon either current estimates or the expected cost based upon recent similar projects.

**C. Other Sources of Funding Available:** If funding from other sources may be available for the Project, please complete the following table:

SOURCE OF FUNDING	AMOUNT REQUESTED	STATUS (COMMITTED Y/N IF NOT-WHEN)	CONTINGENT ON CP FUNDS (Y/N)
\$75,000	\$75,000	to be fundraised by Greenbelt	Yes

*ATTACHMENTS: SEE GUIDELINES FOR PROJECT SUBMISSION AND ATTACHMENTS. YOU MAY BE REQUESTED TO PROVIDE ADDITIONAL INFORMATION.*

*SUBMISSION OF AN APPLICATION DOES NOT CONSTITUTE ACCEPTANCE OF A PROJECT*

John M. Dodge Applicant Signature and Date 2/24/21

**For questions contact:** [cpc@wnewbury.org](mailto:cpc@wnewbury.org), 978-363-1100 X131.

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 2/25/21 Applicant Signature and Date

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## **PROJECT SUMMARY: Coffin Street Conservation Project**

Essex County Greenbelt Association (“Greenbelt”) and the West Newbury Open Space Committee are proposing to acquire and permanently preserve the approximately 51 acres of land located off of Coffin Street to create a new public conservation area. This land comprises scenic wetlands (including a Massachusetts Certified vernal pool), fields and woodlands, and offers great potential for a network of trails. Trails on the future conservation area would connect to an existing Essex County Trails Association (ECTA) trail easement on adjacent private land (Riverrun Farm), as well as to trails on the Town’s Riverbend Conservation Area, which lies directly across Coffin Street from the subject property.

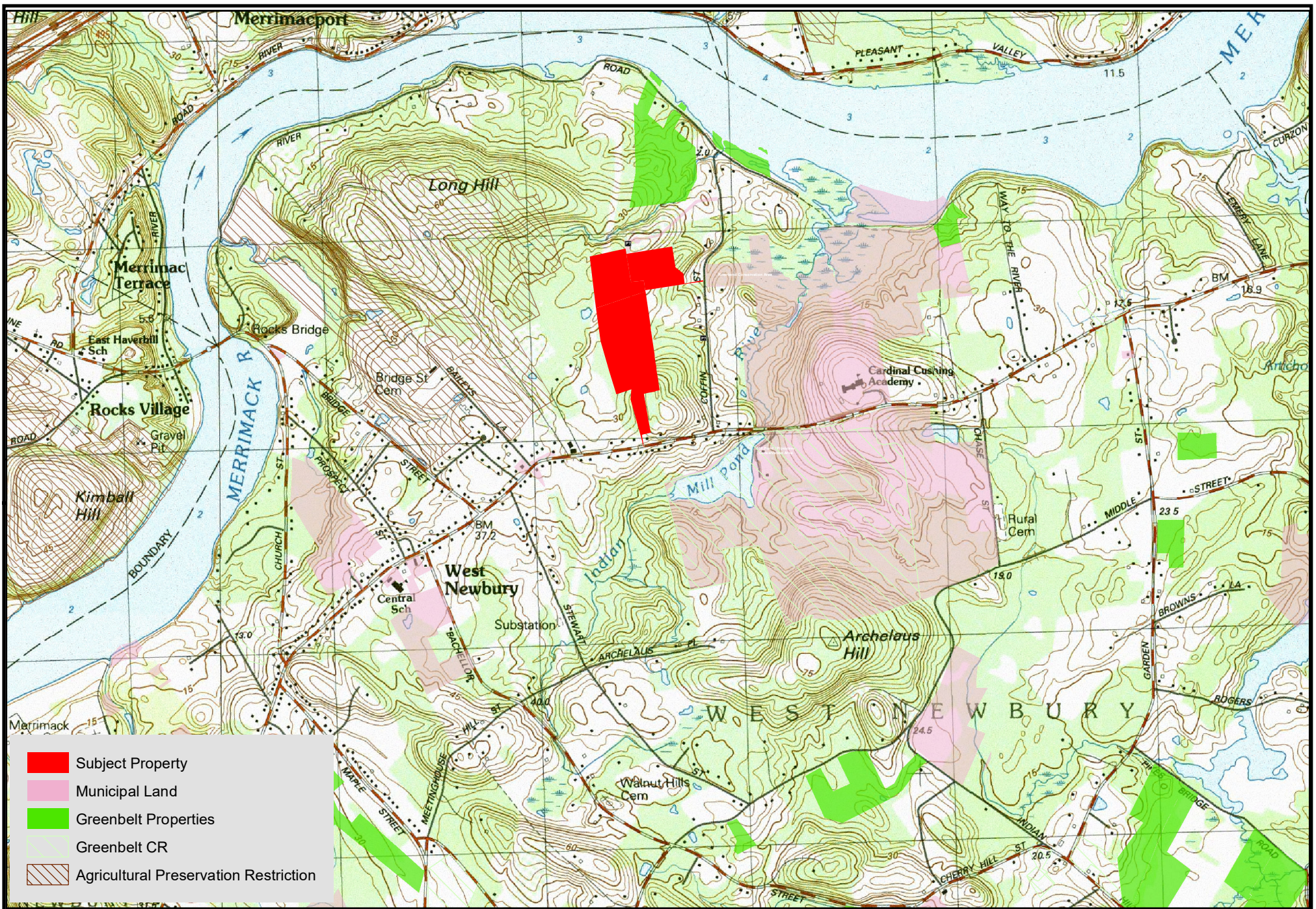
Greenbelt has a verbal agreement to purchase 30 acres in fee (Assessor’s Parcel Map 23 Lot 4) and 21 acres in conservation restriction (Map 23, Lots 11 and 12) for \$250,000. We are seeking \$175,000 from CPA toward this acquisition, for which the Town would co-hold the CR on the 21 acres with Greenbelt, and hold a CR on the 30 acres Greenbelt would own in fee. Greenbelt intends to manage the 30 acres for passive, public recreation, with publicly-accessible trails that would connect to trails on the 21-acre CR area, which in turn connect to adjacent public trails on Riverrun Farm and Riverbend Conservation Area. Greenbelt will work in concert with the Town to secure and create parking on the adjacent Cortland Lane; if parking is not available there, parking and trail access will be secured off of Coffin Street for 2-3 cars.

Greenbelt would hold the Purchase & Sale Agreement (currently being reviewed by the sellers) and facilitate the real estate transactions for both the fee simple interest purchase and the CRs. Further, Greenbelt will pay for due diligence, including an appraisal, title examination, and a Phase I ESA for the 30-acre fee purchase.

Once the land and CR are acquired, Greenbelt will be responsible for trail and property signage and long-term property maintenance. Greenbelt can also take on the primary responsibility for CR monitoring on the 21-acre CR.

**Project Budget: Coffin Street Conservation Project**

<b>Project Expenses</b>		
<b>Total Acquisition Cost (Fee + CR)</b>	<b>\$250,000</b>	
<b>Transaction Costs (estimated)</b>		
Appraisal	\$4,500	
Phase I Environmental Site Assessment	\$2,500	
Title Exam	\$1,500	
Other Legal	\$5,000	
Survey	\$9,000	
Recording fees	\$350	
Staff Time	\$5,000	
Total Transaction Costs	<b>\$27,850</b>	
Parking & Signage	<b>\$7,500</b>	
<b>Total Project Cost</b>	<b>\$285,350</b>	
<b>Funding Sources</b>		<b>Status</b>
West Newbury CPA*	\$175,000	Spring 2021 Town Meeting
Greenbelt (fundraising campaign)	\$75,000	
Greenbelt (transaction + infrastructure costs)	\$35,350	approved
<b>Total Project Cost</b>	<b>\$285,350</b>	



## Coffin St. Conservation Project, West Newbury

30-acre proposed fee purchase (w/Town-held CR)

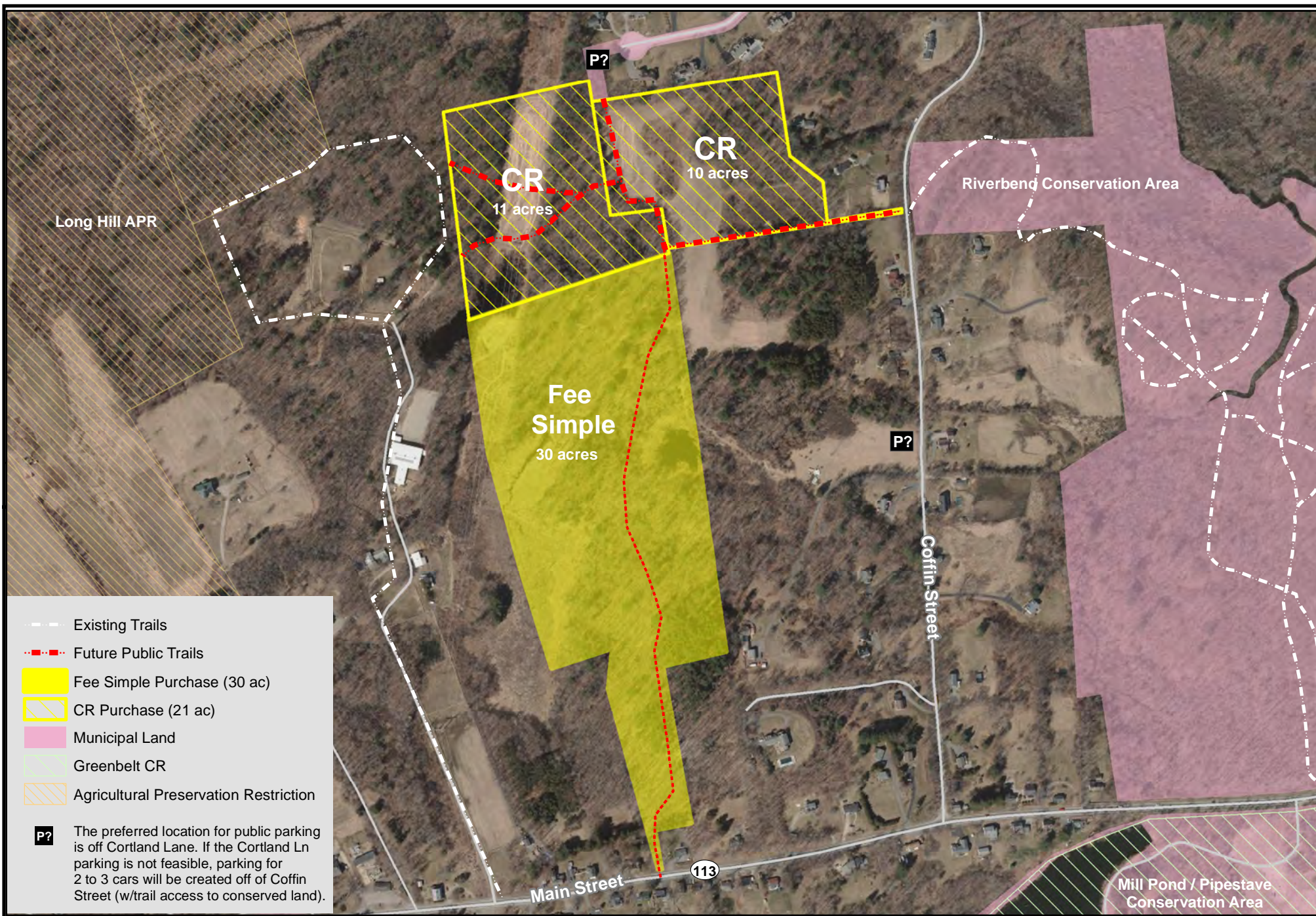
21-acre proposed CR purchase



0 2,000 4,000 Feet

Map for illustrative purposes only. Boundaries are approximate and based on most currently-available assessor's data. 2019 Orthophotos; 1:5,000. All data other than Greenbelt properties from MassGIS. Map by Greenbelt, dated 2.24.21





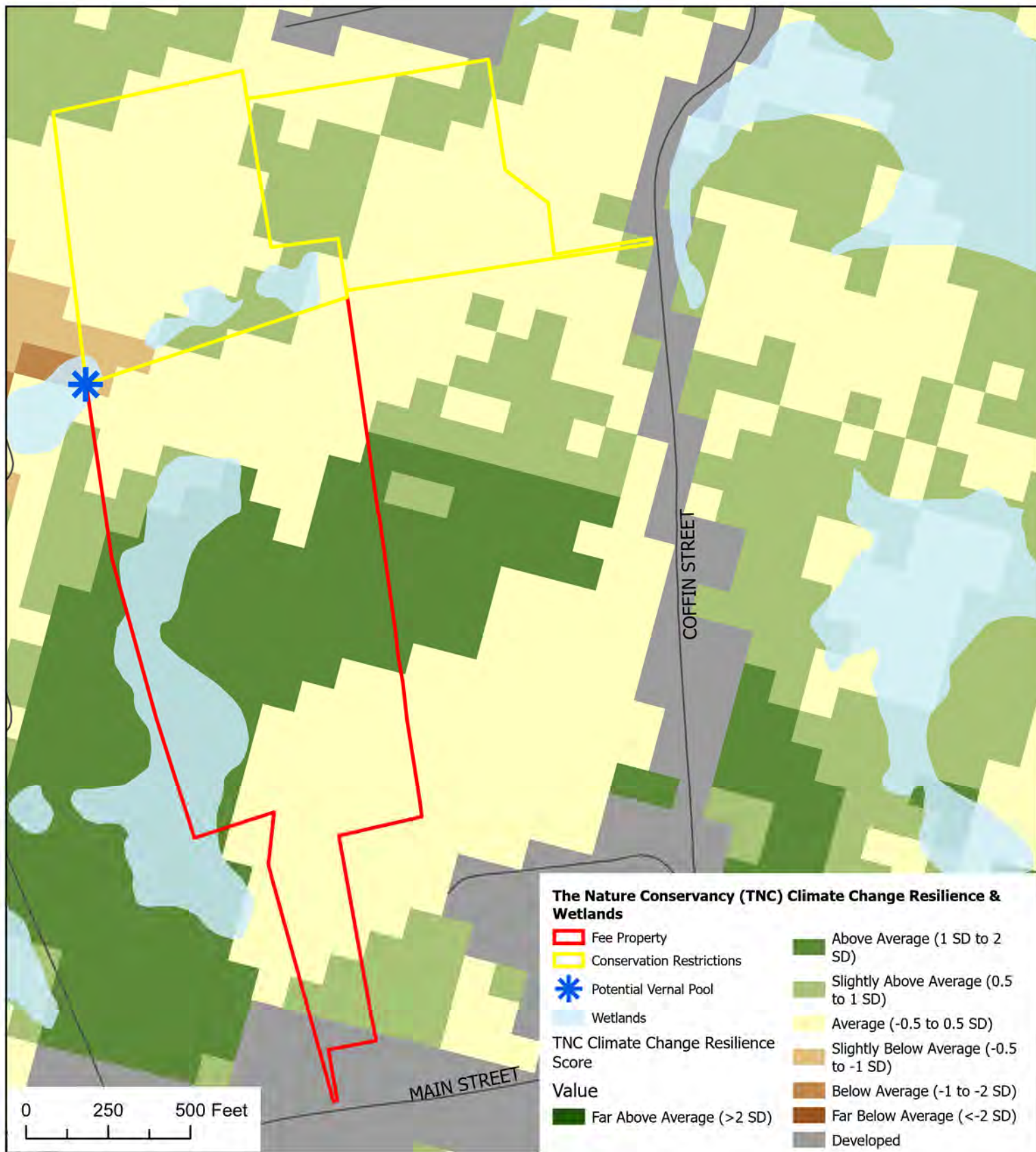
# **Coffin St. Conservation Project, West Newbury** 30-acre proposed fee purchase (w/Town-held CR) 21-acre proposed CR purchase



0 500 1,000 Feet

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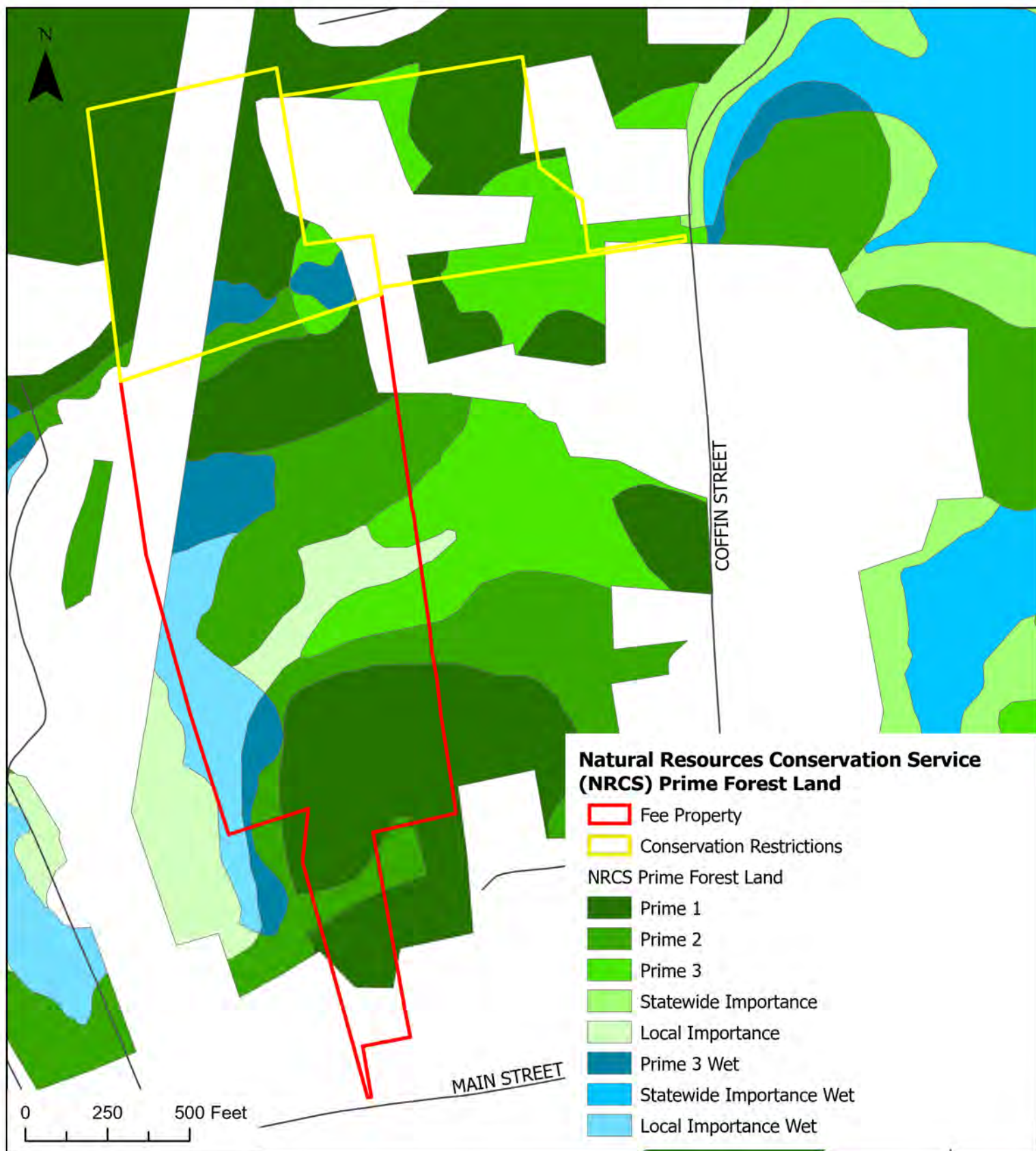


Map Produced 2/12/2021 By:  
Essex County Greenbelt

## Coffin Street Conservation Project Natural Resources Map

Source data obtained from survey plans, Mass GIS and Global Positioning Systems (GPS).  
Boundary lines are approximate and are to be used for informational purposes only.





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