

**2026 CPA Application**

Other

**Neighborhood**

Memorial Square or Old Hill

**Project/Program Title:**

Housing Trust: Redevelopment of Vacant City-Owned Properties

**Location of proposed project**

2612 Main St., or WS Eastern Ave parcel 4325-0063

**CPA program area— check all that apply. Once you make a selection, only the questions relating to that selection(s) will appear.**

Community Housing

Historic Resource

**Anticipated Start Date of Construction**

4/1/2027

**Anticipated completion date of project**

12/31/2028

**Name of Organization or Individual**

Springfield Housing Trust/Springfield Redevelopment Authority

**Applicant Contact Name and Title**

Margaret Boyle, SRA Chair  
Tim Sheehan, SRA Executive Director

**Applicant Contact Phone Number**

(413) 787-6020

**Applicant Contact Email**

margaretluboyle@gmail.com

**Applicant Contact Address**

Springfield Redevelopment Authority, c/o Tim Sheehan, 70 Tapley St, Springfield, Massachusetts 01104

**Additional project partner and contact details**

City staff for the Housing Trust is Gerry McCafferty, gmccafferty@springfieldcityhall.com, 413-887-9279

**Grant Request**

**Grant Request Amount**

\$300,000.00

**Will you be seeking multi-year funding?**

Yes

**Total Project Budget**

\$9,000,000.00

**Total Sources of Committed Funding. If none write \$0.00**

\$0.00

**CPA request as % of project**

3

**List committed funds from all sources and agencies or write none.**

None

**Sustainability**

The project will be developed so that it can be maintained using ongoing funds from apartment rents and from operating reserves established at the initiation of the project and supplemented through rent payments.

The SRA/Housing Trust is working with a housing development consultant to identify the amount of public funds that will be needed to get the property to a budget where cash flow from the project will support

ongoing maintenance.

**Parcel ID #**  
081300249

**Maps**  
Map 2612 Main St.jpg

**Applicant standing in property**  
Other

## Community Housing Questions

Community housing funds, including a single-family home development, require affordability restrictions for a substantial duration.

CPA funds cannot be used to build a private, unrestricted single-family home. The home must meet the affordable community housing requirements.

ADU. Accessory Dwelling Units. A new structure created with CPC funds where a separate household could occupy the unit. The unit would need an affordability restriction.

- **Income Limits:** The occupants must be persons or families whose annual income is less than 100% of the area-wide median income (AMI), as determined annually by the U.S. Department of Housing and Urban Development (HUD).
- **Counting for State Inventory:** For the unit to count toward the municipality's state-mandated affordable housing inventory (Chapter 40B), the income limit is stricter, typically requiring residents to earn less than 80% of the AMI.

If units are to be added to Springfield's subsidized housing inventory (SHI), then the developer will need to be in touch with the state to make sure they are following appropriate steps for counting on the inventory. However, even if they will not be added to the SHI, fair housing laws require openness in how housing is marketed with public funds, and that means a lottery for all the affordable units for *initial* lease up. Then the incomes of renters should be monitored annually, and a process in place to fill units at the time of turnover, typically by maintaining a wait list.

- **Restriction Period:** While the exact duration might be determined by project agreements, housing projects will have to provide an affordability restriction for at least a percentage of the project unit/ based on the percentage of CPA assistance in the overall budget. The restriction is a permanent or long-term requirement that transfers to future owners to protect the public investment. A 30-year restriction is a common duration for such agreements, ensuring long-term affordability and public benefit. The specific terms are established in a grant agreement between the Community Preservation Committee (CPC) and the entity developing the housing. The deed restriction is filed with the Registry of Deeds.

If CPA funds are used and you are the seller of the home: the purchase and sales agreement must include an affordability restriction on the deed and buyer's acknowledgment that the home may only be re-sold in the future to another income-qualified buyer during the term designated in the restriction. If CPA funds are used for rental units, an affordability restriction is required on the units.

*Deed Restriction: New housing created with CPA funds for homeownership requires 1) deed restriction filed with the registry 2) a qualified entity to administer the lottery or a "lottery agent" and 3) a future monitoring plan that ensures the restriction is enforced. A future owner would be bound by the same restrictions.*

*Affordability Restriction: Housing created for tenants requires an affordability restriction filed at the registry. In general the CPC is looking for a 30-year affordability restriction on housing. Grantees may lease to a*

*tenant who is qualified up to 100% Area Median Income (AMI). The initial lease-up of the incomes of renters is done by a qualified lottery entity.*

Smaller scale developers hire a qualified entity to manage the lottery for initial lease-up and future monitoring. The CPA allocation to the development could help cover that cost.

Annual reporting to the CPC is required. Included in the grant agreement are expected terms of reporting:

- Annual report
- Are all the units filled according to the expected affordability guidelines?
- Update/changes to the monitoring process
- Are there vacancies that require an explanation?

Please outline the model or marketing plan and include the monitoring and management of the home or units that will ensure the unit is affordable to the initial buyer/renter and future buyers/renters. Include other financial resources that will gap fund the project.

**What income levels will be the primary target of the project?**

Targeting will be determined by funding sources. The project is likely to use funding sources that will require some units to be for households with incomes at or below 80% area median income (AMI). Remaining units will be targeted to households with incomes at or below 100% AMI. The current plan is for 100% AMI, but it is possible that it will target 80%. The project will seek other sources of affordable housing funding, and different sources have different levels of restriction. Because this property redevelopment is not feasible without public funds, the project will follow the required restrictions of the funds it is able to attract.

**How will a determination of income-eligibility be made? If a lottery is held and you are not an agency, how will you qualify candidates? Are you a certified lottery agent?**

The property will be subject to a deed restriction which requires the owner/property management company to make initial income eligibility determinations and then confirm ongoing eligibility on an annual basis. The owner/manager may conduct this analysis themselves or contract with another entity to do it. All income verification records will be maintained and available for inspection by the CPC, any other funders, and any monitoring agent.

**What marketing will be done to make this program known to the public?**

The project will have an Affirmative Fair Housing Market and Tenant Selection Plan approved by the City of Springfield Office of Housing and/or the MA Executive Office of Housing and Livable Communities-- depending on the other funding sources used in the project.

**Does the project involve a current building? If yes, what is it currently being used for? Include the age/history of property.**

The project is a current vacant apartment building with fire damage. The building was constructed in 1907.

**Historic Preservation Questions**

Projects in the historic resource category must follow the Secretary of Interior's Standards for Rehabilitation if CPA funds are used for the requested item. Our preservation consultant reviews the property and the submitted plan and specs in your application. The consultant will provide a report based on the Secretary of Interior's Standards for rehabilitation of historic resources.

CPA assisted properties are subject to an exterior preservation restriction or require a local historic district

designation.

Does my project qualify? [Quick reference.](#)

Funding in this category requires either a permanent preservation restriction attached to the deed of the property, or the creation of a single building Local Historic District (if the property is not already in an LHD). There may be a cost to create the preservation restriction.

Complete specs of the exterior work is required. For example, the preference is to restore windows and doors to their original condition. If your plan includes replacement doors or windows, explain why it is necessary. Include the manufacturer specs of the desired doors and windows in the proposal. If repair of stained-glass windows is requested, religious iconology on the glass is not covered but restoration of non-religious glass is covered. A protective covering of the restored windows is allowed. Please get a quote from a company that specializes in restoration of historic glass windows.

Please evaluate the building and view the National Park Service Preservation Briefs here: <https://www.nps.gov/orgs/1739/preservation-briefs.htm> for the proper treatment of restoring historic resources and incorporate the requirements into your submitted plan.

The following may be the most useful:

9: [The Repair of Historic Wooden Windows](#)

16: [The Use of Substitute Materials on Historic Building Exteriors](#)

17: [Architectural Character – Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character](#)

31: [Mothballing Historic Buildings](#)

45: [Preserving Historic Wooden Porches](#)

51: [Building Codes for Historic and Existing Buildings: Planning and Maximizing their Application](#)

Here is another National Park Service link that may be useful. The first page has links with specific guidance on topics to include windows, new construction, and deteriorated or damaged buildings.

[National Park Service: Planning Successful Rehabilitation Projects](#)

**Is the building over 100 years old or have other local historic significance due to age, architecture, social history, etc.?**  
Yes

**What year was the property built?**  
1907

**Is the building located in a National Register District?**  
No

**Will the owner agree to a preservation restriction or local historic district designation?**  
The property has local historic district designation

**Has the project been reviewed and approved by the Springfield Historical Commission?**  
No

**What steps will be taken to ensure the work complies with the Secretary of the Interior's Standards?**

The developer will be required to consult with the SCPC's preservation consultant and follow the consultant's recommendations. The project will also likely use Massachusetts Historic Tax Credits as part of the project funding and will need to meet historic requirements in connection with that funding.

**Has the appropriate city agency been contacted?**

Yes

**Has the appropriate Neighborhood Civic Association been contacted?**

Yes

**Project Details**

PLEASE NOTE: You have the option of typing in a response or attaching a file. If your responses are lengthy, please upload a document. Be sure to label each document with a title.

If selected for a grant, the Grantee shall submit semi-annual progress reports. The Final report will include before/after photos and a summary of the CPA work completed. I

Disbursement of Funds.

For non-city grants. Reimbursement is made to the grantee once an invoice is submitted with proof of payment. An inspection is required before releasing funds. The CPC does not pay vendors. Reimbursement for work is paid to the grantee.

**Or type Narrative (200 words or less)**

This project will leverage the unique role of the Springfield Redevelopment Authority and its position as Trustees of the Springfield Housing Trust to redevelop one or more city-owned properties into new housing. The SRA has identified 2612 Main St as its first project, with WS Eastern Ave parcel 4325-0063 (the former Eastern Avenue Street School) as an alternate or second project. CPA funds will be one of multiple funding sources that will support redevelopment of the historic city building, which is currently vacant.

The project will restore a building in a local historic district while also producing 12 or more community housing units.

**Or type Project Description**

The SRA is working with a housing consultant to create a redevelopment plan for the building at 2612 Main Street and is raising initial public funds to be used for redevelopment.

The building 2612 Main Street has been vacant and owned by the City for many years. The City has repeatedly made the property available by a request for proposals (RFP) and has twice awarded preferred developer status to successful applicants. In both cases, the developers were unable to move forward with the development, and their preferred developer status was eventually terminated. The challenge is that the rents that the completed project will be able to achieve do not provide enough funds to be able to cover a mortgage sufficient to pay the needed redevelopment costs. There is a funding gap that will need to be filled with public funds for the project to be feasible for any developer.

The SRA and the Housing Trust are working to identify funds that will fill the gap. In addition to this application, the Trust is seeking a state earmark and will apply to the City Office of Housing for HOME funds. This building will be eligible for Massachusetts historic tax credits and may be able to take

advantage of the state Housing Development Incentive Program (HDIP). Additional potential funding sources are the MA Housing Choice Program and the MA Under-Utilized Properties Program.

The SRA/Housing Trust plan is to assemble a package of committed funds plus guidance on applying for funds that can only be sought by the ultimate developer. The SRA/Housing Trust will put out an RFP that offers, in a complete package: the building, the committed funding sources, guidance on additional funding sources, and a redevelopment plan. This RFP will competitively seek a quality developer who can use these resources to complete the redevelopment and remain the building owner with requirements to maintain the required unit affordability and historic requirements.

This is a multi-year project, and the SRA/Housing Trust expects to apply again in one or more future funding rounds to accumulate the funds necessary to move a project of this size forward.

Initial estimates by the housing development consultant have identified that the project will need approximately \$3 million in public funds for a project that will cost \$9 million. The SRA/Housing Trust anticipates that the majority of public funds will come from federal and state sources.

The SRA/Housing Trust has identified 2612 Main Street as its preliminary project. However, because the ability for redevelopment depends on further analysis, the SRA/Housing Trust has identified an alternate site, the former Eastern Avenue School at the corner of Eastern Avenue and Alden Street. This is also a city owned vacant building, of a similar size and would have a similar budget. (We appreciate the CPC's encouragement to submit two applications and advance both projects but believe it will be necessary to complete the assembling of funds for one building at a time. The projects would otherwise compete against each other in most funding requests, and this would prolong the time required to raise the necessary funds.)

### **Or type Applicant Experience**

The SRA has significant experience in assembling and prompting complex development projects. Recent SRA redevelopment projects are Union Station and 13-31 Elm St. The SRA is currently advancing development of 99 units of housing in the buildings at the corner of State and Main Streets.

The role of the SRA/Housing Trust will be to choose an experienced developer with the skills to assemble additional funds, complete a quality redevelopment, and own and manage a building that includes community housing units.

### **Upload any additional files or attachments.**

Tax Title Custodian re 2612 Main St.pdf

**Provide a list of ALL attachments included in this application. Be sure to upload all attachments before sending your final copy. All attachments are expected to be included in your submitted paper copies.**

1. Letter from Springfield Tax Title Custodian indicating willingness to convey 2612 Main St to the SRA in order to advance the described redevelopment project.

## **Signature to Submit Application**

**The applicant certifies that all information in this application and all information furnished in support of this application is given for the purpose of obtaining a Community Preservation Act grant and is a true copy and is complete to the best of the applicant's knowledge and belief.**

Margaret L. Boyle