



**TOWN OF KITTERY**  
200 Rogers Road, Kittery, ME 03904

Housing Committee  
**AGENDA**

Thursday, June 3, 2021, 1:00pm

**(Online via Zoom)**

1. Amy Nucci, Executive Director, York Habitat for Humanity
2. Affordable housing funding:
  - A. Discuss uses for Housing Reserve Fund (continued)
3. Staff updates:
  - A. Zoning amendments – BL/BL-1, others
  - B. Potential housing sites – Old Post, Walker Street, Cole Street
4. Adjourn

Next Meeting – Thursday, July 1, 1:00pm

**Due to the Declaration of a State of Emergency for the State of Maine and Town of Kittery, this meeting will be held remotely in accordance with LD 2167.**

**The public may view the meeting via Zoom webinar. Register in advance for the webinar at:**

**[https://us02web.zoom.us/webinar/register/WN\\_GS8fJQqCQaGaMvA\\_SQkAw](https://us02web.zoom.us/webinar/register/WN_GS8fJQqCQaGaMvA_SQkAw)**



# TOWN OF KITTEERY

Office of the Town Manager

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[kamaral@kitteryme.org](mailto:kamaral@kitteryme.org)

Kendra Amaral  
Town Manager

[Date]

[Name]

RE: 45 Woodlawn Avenue, Kittery Maine

Dear [Name]

On behalf of the Kittery Town Council, I am writing to request the support of the Department of Housing and Urban Development to utilize the above name address for a potential affordable housing development that benefit the community and advance our goals of ensuring affordable workforce housing is available in Kittery.

On March 3, 1949 the Public Housing Administration deeded a 5.75 acre property to the Town of Kittery in Admiralty Village. The property was transferred with a deed restriction that requires the land be used for "public use and for no other use or purpose whatsoever".

At present XX% of the parcel has been redeveloped into a public park, playing field, and walking path. The site is used for youth athletics, passive recreation, and open space for the neighborhood. Since 2016 the Town has invested \$374,000 in site improvements, with an additional \$650,000 for a new playground, basketball, and pickleball courts in the coming year. These projects have been funded by the Land and Water Conservation Fund of Maine, which receives funding through federal programs.

A small portion of the site is awaiting redevelopment. The Town has evaluated the site and found it would be ideal for a moderately-sized affordable housing project built in conjunction with the Town. Admiralty Village is densely developed, and is within walking distance of the areas largest employers, a health center, public transit, and other services.

The Town has taken up the challenge of affordable in earnest the past four years, with the adoption of its 10-year comprehensive plan. Since its adoption, the Town has enacted a number of zoning ordinance amendments to add housing stock and incentivize the development of income restricted affordable units. The Town defines affordable as up to 80% of area median income.

Due to the deed restriction noted above, the Town has been unable to advance its efforts to secure a partner for the project. Ideally, Kittery will select an affordable housing developer to build and manage the affordable housing project. The terms of the project may include a long-term low/no cost lease for the land, grant funds, payment in lieu of taxes, and/or tax incentive financing strategy. The Town does not intend to build or operate the housing.

Our research suggests that HUD is the successor agency to the Public Housing Administration and therefore holds the deed restriction. The Town is seeking a support letter or comfort letter from HUD that indicates that use of a portion of the site for an affordable housing project is consistent with the deed restriction. Such a letter will allow us to begin seeking a partner that can deliver a project that meets Kittery's needs and objectives.

Enclosed please find a copy of the deed, site layout, and XXXX. We respectfully request your favorable review of this matter.

Sincerely,