

HOME Overlay Project Charter

Project Title: HOME Overlay (Hudson Opportunity for Moderate-Income Expansion) **Date:** 06/02/2025 **Prepared by:** Victor Oates **Sponsor:**

1. Project Purpose and Objective

Objective:

To implement a zoning overlay in Hudson, NH that permits the development of affordable three-bedroom townhouses, with at least 60% of units deed-restricted as affordable to households earning $\leq 100\%$ of the Area Median Income (AMI). Target unit pricing should be below \$400,000, adjusted annually by the Town of Hudson based on inflation, construction costs, and AMI changes to ensure continued affordability.

Key Goals:

- Increase housing supply for working families
 - Comply with RSA 674:58–61 (Workforce Housing Law)
 - Encourage cost-effective, design-sensitive development
 - Balance density with neighborhood compatibility
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2. Project Scope

In Scope:

- Creation of the HOME Overlay District
- Application of overlay to parcels ≥ 1 acre with access to town water/sewer
- Integration of incentives for developers to reduce unit cost
- Policy alignment with state housing laws and planning best practices

Out of Scope:

- Amendment of base zoning districts
 - Acquisition of land for development
 - Direct municipal construction of housing units
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3. Stakeholders

| Stakeholder Group | Role |
|------------------------------|--|
| Planning Board | Policy development and public hearings |
| Select Board | Policy sponsor and Town Meeting support |
| Community Development | Technical review and zoning coordination |
| Local Developers | Potential project implementers |
| Hudson Residents | Public input and community feedback |
| NH Housing Finance Authority | External funding and compliance support |

4. Deliverables

| Deliverable | Description | Due D a t e |
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| Draft Overlay District Zoning Text | Legal language for Planning Board review | [TBD] |
| Site Suitability Criteria | Parcel selection guidelines | [TBD] |
| Developer Incentive Matrix | Fee reductions, density bonuses, etc. | [TBD] |
| Affordability Compliance Plan | Deed restrictions and eligibility verification | [TBD] |
| Public Workshop & Presentation | Materials for stakeholder outreach | [TBD] |
| Sample Legal Agreements | Deed restriction and affordability covenant templates | [TBD] |

5. Requirements Summary

| Requirement Category | Detail |
|----------------------|---|
| Affordability | 60% of units must be affordable under HUD guidelines ($\leq 100\%$ AMI for sale, $\leq 60\%$ AMI for rent); minimum 30-year deed restriction |
| Housing Type | Three-bedroom townhouses, duplexes, or pocket neighborhood-style clustered units |

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| Minimum Lot Size | 2,000–2,500 sq ft per unit (reduced from standard zoning) |
| Open Space | 15% of site preserved as shared greenspace |
| Setbacks | Front: 10 ft, Side: 5 ft, Rear: 10 ft |
| Parking | 2 spaces per unit; rear-loaded or tandem allowed |
| Density | Up to 12 units per acre |

Site Configuration Recommendations:

- Typical building footprint: ~20 ft x 40–45 ft
- Stories: 2–3 to conserve land and reduce cost
- Example layout: Two rows of townhomes with shared rear alley or drive, or inward-facing courtyard cluster with central green space
- Private outdoor areas: 200–400 sq ft patio or small yard
- 1-acre parcel can support 10–12 units with efficient shared driveways, utilities, and open space integration
- **Basement Requirement:** Basements shall not be required for any units developed under the HOME Overlay District. Alternative foundation systems including frost-protected shallow foundations and insulated slab-on-grade may be used, provided they comply with applicable building codes.

Design Standards:

- Covered entryways or porches are encouraged to enhance neighborhood aesthetics
- Exterior facades must incorporate a minimum of two materials or design treatments
- Units must include attic or exterior storage alternatives if no basement is present
- Blank facades and vinyl fencing are discouraged

Monitoring and Enforcement:

- The Planning Board or its designee shall establish a monitoring procedure to ensure compliance with deed-restricted affordability. This may include annual income

certification, resale pricing controls, and coordination with qualified nonprofit housing partners.

Developer Qualifications:

- Developers are encouraged to demonstrate experience with affordable housing and compliance mechanisms to ensure project quality and long-term affordability.

Public Engagement Requirement:

- Prior to formal application under the HOME Overlay, developers are strongly encouraged to host a neighborhood information session to present their concept and gather community feedback.

Appeals Process:

- Applicants may appeal overlay-related decisions through the Zoning Board of Adjustment (ZBA) or other designated municipal review board.

6. Risk and Mitigation Plan

| Risk | Mitigation Strategy |
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| Resident opposition to density | Public education and design standards |
| Developer reluctance | Strong incentives and fee waivers |
| Legal/zoning challenges | Pre-review with Town Counsel |
| Infrastructure capacity | Target overlay to areas with available services |

7. Incentive Framework

| Incentive Type | Description |
|---------------------------|---|
| Density Bonus | Up to 12 units/acre to lower per-unit cost |
| Impact Fee Reduction | 50–100% reduction on applicable fees |
| Fast-Track Permitting | Site plan review completed within 45 days |
| Design Flexibility | Shared driveways, reduced setbacks allowed |
| Public Land Option | Use of town-owned surplus land (if applicable) |
| Model Plans | Pre-approved townhome layouts for submission efficiency |
| Sustainability Incentives | Additional bonuses for energy-efficient or low-impact designs |

8. Project Timeline (Milestones)

| Milestone | Target Date |
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| Planning Board Work Session | [TBD] |
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| Draft Ordinance Review | [TBD] |
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| Public Outreach Workshop | [TBD] |
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| Final Warrant Article Submission | [TBD] |
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| Town Meeting Vote | [TBD] |
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9. Success Criteria

- HOME Overlay District approved and adopted by Town Meeting
- Minimum of one development proposal submitted within 12 months
- Verified pricing of affordable units under \$400,000 (adjusted annually)
- Integration of at least 60% affordable units in first project
- Monitoring and enforcement program in place for long-term compliance