



# Town of Orleans

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Community Preservation Committee  
9 School Road Orleans MA 02653-3699  
Telephone (508) 240-3700 – Fax (508) 240-3388

## FY27 COMMUNITY PRESERVATION PROJECT APPLICATION

(for consideration at Annual Town Meeting in **Spring 2026** or Special Town Meeting in **Fall 2026**)

### SECTION A

**Project Title:** 0 Meetinghouse Road Affordable Housing

**Submission Date:** November 13, 2025

**Applicant** (*note if Town, individual or non-profit*): Pennrose, LLC

**Mailing Address:** 50 Milk Street, Boston, MA 02109

**Co-Applicant, if any** (*note if Town, individual or non-profit*):

**Mailing Address:**

**Project Contact Person(s):** Joe Gatti

**Telephone:** 412-925-6024

**E-mail:** jgatti@pennrose.com

**Federal Tax Identification Number** (if non-profit):

**Project purpose** (*Check all that apply*):

Open Space     Historic Preservation     Community Housing     Recreation

**Project Location/Address:** 0 Meetinghouse Road, Chatham, MA 02654

**Community Preservation Funding Request:** \$100,000

**Brief Project Summary, including justification of project category checked above:** The proposed 0 Meetinghouse Road project aims to create a currently underutilized property in Chatham, MA into 42 units of income restricted affordable and workforce housing. The project will feature the new construction of 8 two- and three-story village style townhomes with a one-story community building appended to one of the residential buildings. The development's 42 family rental units will be affordable to households at a variety of income levels, ranging between 30% and 100% of area median income. These units would represent a large and important step in Chatham's efforts to reach the state's 10% subsidized housing target. In addition to the community building, the residential units will be situated around a looped road, with several outdoor amenities, such as playgrounds, gardening spaces, and lounge areas for resident use, all with convenient access to Chatham's Twine Fields.

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### SECTION B

**Please attach the following information with all applications:**

- **Detailed Narrative:** A detailed but succinct description of the project including goals and objectives, consistency with Community Preservation Act goals, compatibility with the Orleans Community Preservation Plan and the Orleans Comprehensive Long Range Plan, and relevance to the community and its needs.
- **Action Plan and Timeline:** Note the estimated dates for project commencement and completion and list (with an explanation) all action and steps that will be required for project completion, including any legal requirements or any impediments to implementation.
- **Financial Data:** Provide financial information for the project including detailed and total cost, additional revenue sources (public, private, in-kind, volunteer time and services), basis for the fiscal estimates and any other fiscal details currently available. Costs relating to historical rehabilitation/renovation should be clearly identified (if possible) compared to other costs, such as code compliance or accessibility improvements. Applicants are encouraged to submit more than one quotation from potential contractors.

## GUIDELINES FOR PROJECT SUBMISSION

- A) **For early assistance**, complete Section A, and submit it to the CPC via email, **between July 1 and Oct. 31, 2025**. You will be contacted by the CPC regarding detailed information to fully complete the application by the November 17, 2024 deadline as described in Guideline B below.
  - B) Fully completed applications need to be submitted **by Nov. 17, 2025** for consideration at the Annual Town Meeting. **Applications should be received by July 1, 2026** for consideration at the Special Fall Town Meeting. Late applications may be accepted at the discretion of the CPC.
    - Submit **two (2) complete paper copies** of the application and other materials to the Community Preservation Committee, c/o Town Administrator, Town of Orleans, 19 School Road, Orleans, MA 02653. Applications can be dropped off at the front desk.
    - **Applicants must also email complete applications in PDF** format to Jennifer Fountain, Administrative Assistant, at [jfountain@town.orleans.ma.us](mailto:jfountain@town.orleans.ma.us). A **single PDF file** which appends materials described in item 3 (below) to the application form is preferred.
1. **Complete Applications must be received by Monday, November 17, 2025 to be considered for recommendation at the Annual Town Meeting** in the Spring of 2026. Complete Applications must be received by July 1 2026 for consideration at the Special Town Meeting in the Fall of 2026.
  2. Funds for approved projects will be available on approximately July 15<sup>th</sup> following the Annual (Spring) Town Meeting 2026 and about six weeks after the Special Town Meeting in the Fall of 2026 upon submission of appropriate invoices and accounting and a signed grant agreement from the CPC.
  3. Applicants may be asked to include any maps, diagrams, and/or photographs pertaining to the project. Letters of Support for the project from community organizations or other sources may also be submitted. Clear, concise presentation of materials is appreciated by the Committee.
  4. The Community Preservation Committee may require additional (or more detailed) information or further clarification for a submitted application including the advice of legal counsel or the Historic Commission.
  5. Prior to submission of funding applications, applicants should review the Community Preservation Act (MGL, Chapter 44B, through the Community Preservation Coalition website), the Orleans Community Preservation Plan and the Orleans Community Preservation Bylaw, copies of which are available on the Town Web site at <https://www.town.orleans.ma.us/community-preservation-committee>. Nonprofit organizations applying for historic preservation funds for historic structures should obtain an opinion from the Orleans Historic Commission about the suitability of their proposal under Orleans historic building guidelines. All historic preservation or rehabilitation must comply with the Secretary of the Interior's Standards for Historic Rehabilitation.
  6. Eligible projects must address one or more of the uses outlined in the Community Preservation Act, Sections 2 and 5 (2), as follows:

**Open Space: Acquisition, creation, and preservation** of land to protect existing water supply/aquifer areas, agricultural and forest land, coastal lands, frontage to inland water bodies, wildlife habitat, nature preserves and scenic vistas.

**Community Housing: Acquisition, creation, preservation, and support** of community housing defined as housing for low and moderate income individuals and families, including low and moderate income senior housing. The Community

Preservation Committee is required to recommend, wherever possible, the reuse of existing buildings or construction of new buildings on previously developed sites.

**Historic Preservation: Acquisition, preservation, rehabilitation and restoration** of historic structures and landscapes that have been determined by the local historic preservation commission to be significant in the history, archeology, architecture, or culture of the Town or that are listed on the State Register of Historic Places. Plans for restoration and rehabilitation must comply with Secretary of the Interiors' standards.

**Recreation: Acquisition, creation, preservation, rehabilitation, and restoration** of land for active and passive recreational uses, including land for community gardens, trails and noncommercial youth and adult sports and the use of land as a park, playground, or athletic field and for preservation and restoration of recreational facilities. (Community Preservation funds cannot be used for a stadium, gymnasium, or similar structures or for the acquisition of artificial turf for athletic fields.)

## **Orleans CPC Funds Application**

**Project:** 0 Meetinghouse Road

**Applicant:** Pennrose, LLC

**Location:** 0 Meetinghouse Road, Chatham, MA 02659

- 1. Detailed Narrative: A complete and detailed description of the project including goals and objectives, consistency with the Community Preservation Act goals, compatibility with the Orleans Community Preservation Plan and the Orleans Comprehensive Long Range Plan, and relevance to the community and its needs.**

Pennrose, LLC (the developer) was selected via competitive RFP process as the preferred developer for the Town-owned site known as 0 Meetinghouse Road in Chatham, MA. The RFP was issued by the Town of Chatham, with the stated aim of creating affordable housing on the relatively undeveloped site.

In line with the RFP issued by the Town of Chatham, the proposed development offers 42 affordable and workforce housing units. The project will feature the new construction of 8 two- and three-story village style townhomes with a community building attached to the side of one of the residential buildings on the western side of the property. The residential units will be situated around a looped road, with several outdoor amenities, such as playgrounds, gardening spaces, and lounge areas for resident use on site, all while offering convenient access to Chatham's Twine Fields. There will also be 54+ parking spaces for the residents and employees at the property. The architectural style was chosen to mimic and complement the neighborhood, Town of Chatham, and Cape Cod more broadly. Pennrose, LLC (the developer) will work to create a welcoming community and attractive place for individuals and families. As such, there will be a large diversity of units, from one to three-bedrooms, to serve households at a wide range of incomes from 30% AMI to 100% AMI.

The site, which is currently undeveloped land owned by the Town, is located on Meetinghouse Road, approximately 3 miles from downtown Chatham. The site plan has been designed with a focus on creating a village-style development, a framework for a community where neighbors interact with one another. The site plan's arrangement with community green spaces provides a balanced area for congregation while maintaining a significant buffer from the new buildings to the adjacent properties.

Pennrose Management Company (PMC), an affiliate of Pennrose, will serve as the full-time management agent of the project. PMC will staff the proposed management suite with two full-time employees – one management employee and another full-time maintenance employee to staff the project. PMC staff will also include a part-time Resident Service Coordinator (RSC) located on-site.

While the proposed 0 Meetinghouse Road development is not located within Orleans' borders, the project represents an important step towards regional goals that many towns across the Cape have identified in their own CPA plans, Strategic Plans, or Master Plans. The proposed project aligns well with several of Orleans' Community Housing goals, many of which are critical to regional goals of encouraging and welcoming a diversity of residents and increasing the diversity of housing options.

## **Orleans CPC Funds Application**

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### **2. Action Plan and Timeline**

The 0 Meetinghouse Road proposal is currently in the process of obtaining a Comprehensive Permit from the Chatham Zoning Board of Appeals. The full application to the ZBA will be submitted in July 2025 with two to three hearings anticipated before receiving approval.

The development team plans to submit an application to the Massachusetts Executive Office of Housing and Livable Communities for Federal and State Low-Income Housing Tax Credits (LIHTCs) in January/February 2026. Pending the successful award of tax credits – typically 5 to 6 months after an application is submitted – the deal would continue on its design, entitlements, engineering, and community engagement phase, with the goal of achieving a financial closing and construction commencement in late 2026. Construction would likely be on a 14-month schedule, followed by a 6-month lease-up period for potential stabilization in late 2028.

### **3. Financial Data**

This initiative will seek funding from the Massachusetts Executive Office of Housing and Livable Communities' Low-Income Housing Tax Credit allocation, as well as HOME funds, Affordable Housing Trust Funds, Housing Stabilization Funds, and MassHousing Workforce funds. The project will seek funding, through this application, from Orleans' Community Preservation Committee, as well as contributions from the CPCs of neighboring communities on the Outer Cape.

The preliminary total project cost is estimated to be in the range of \$26.6 million (see preliminary development budget on the next page). Initial construction cost estimates were provided by NEI General Contractors, due to their recent involvement with Pennrose's projects in Eastham (the Village at Nauset Green) and Orleans (Phare), as well as a familiarity with local cost factors. A comprehensive series of cost estimates will be solicited prior to application for Low-Income Housing Tax Credits and may involve other general contractors.

**Orleans CPC Funds Application****Project:** 0 Meetinghouse Road**Applicant:** Pennrose, LLC**Location:** 0 Meetinghouse Road, Chatham, MA 02659**Preliminary Development Budget**

<b>Development Budget</b>	
<b>Sources</b>	
Private First Mortgage	1,250,000
9% Tax Credit Equity	8,500,000
State LIHTCs	12,920,000
EOHLC - Affordable Housing Trust Fund / HOME / Housing Stabilization Fund	990,000
MassHousing Workforce Funds	1,600,000
Seller Note	200,000
Orleans CPC	100,000
Outer Cape CPC Funds	700,000
Deferred Fee	300,000
<b>Total Sources</b>	<b>26,560,000</b>
<b>Uses</b>	
Acquisition	500,000
Hard Costs	18,200,000
Hard Cost Contingency	900,000
Architecture & Engineering	1,200,000
Legal / Title & Insurance / Accounting / Marketing	1,380,000
Financing Fees & Interest	1,155,000
Fees + Reserves	875,000
Other Soft Costs	2,350,000
<b>Total Uses</b>	<b>26,560,000</b>

**Orleans CPC Funds Application**

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**Additional Materials**

- Existing Conditions Map
- Site Plan
- Building Elevation Renderings
- Civil Site Plan
- Preliminary Landscape Plan

# 0 Meetinghouse Road | Site Map

**PENNROSE**  
Bricks & Mortar | Heart & Soul



# 0 Meetinghouse Road | Site Plan



PROGRAM	
<span style="display:inline-block; width:15px; height:15px; background-color:yellow; border:1px solid black;"></span> (7) 2BR/1BR/1BR Stacks	= (7) 2BR, (14) 1BR
<span style="display:inline-block; width:15px; height:15px; background-color:orange; border:1px solid black;"></span> (5) 3BR/2BR/2BR Stacks	= (5) 3BR, (10) 2BR
<span style="display:inline-block; width:15px; height:15px; background-color:darkorange; border:1px solid black;"></span> (6) 2BR Towns	= (6) 2BR
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<b>Total</b>	<b>(42) Total Units</b>
	(14) 1BR (33%)
	(23) 2BR (55%)
	(5) 3BR (12%)
	<b>(54) Spaces (1.3/du)</b>
	(11) EV Chargers
	(4) Accessible



# 0 Meetinghouse Road | Street View

**PENROSE**  
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# 0 Meetinghouse Road | Side Elevation

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FRONT ELEVATION



ON



CORNER ELEVATION



FRONT ELEVATION



# 0 Meetinghouse Road | Landscape Plan

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