



# Town of Orleans

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:** Harwich Queen Anne Road

**Submission Date:** November 12, 2025

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

**Mailing Address:** 50 Milk Street, 16th Floor, Boston, MA 02109

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

**Mailing Address:**

**Project Contact Person(s):** Ryan Kiracofe

**Telephone:** 513-739-2073

**E-mail:** rkiracofe@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:** 456 Queen Anne Road, Harwich, MA

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

### **Brief Project Summary, including justification of project category checked above:**

The proposed development is a high-quality, mixed-income affordable rental housing community located in Harwich, Massachusetts. Led by Pennrose, the project will deliver 60 new units, with a majority restricted to households earning between 30% and 60% of Area Median Income (AMI). The development addresses the critical need for year-round, accessible, and inclusive housing on Cape Cod, incorporating universal design standards, including fully accessible units and homes adapted for residents with visual and auditory impairments. The project will be financed through a combination of federal and state Low-Income Housing Tax Credits (LIHTC), soft public funds, private mortgage financing, deferred developer fee, and local contributions. The development team is actively seeking CPA support from Brewster and other Cape communities to supplement local commitments and demonstrate regional collaboration in addressing the Cape's housing crisis.

### 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.)

## 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, 2024**. You will be contacted by the CPC regarding detailed information to fully complete the application by the November 18, 2024 deadline as described in Guideline B below.
- B) Fully completed applications need to be submitted **by Nov. 18, 2024**. 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** 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 to the application form is preferred.

1. **Complete Applications must be received by Monday, November 18, 2024 to be considered for recommendation at the Annual Town Meeting** in the Spring of 2025. Complete Applications must be received by July 1 2025 for consideration at the Special Town Meeting in the Fall of 2024.
2. Funds for approved projects will be available on July 1<sup>st</sup> following the Annual Town Meeting upon submission of appropriate invoices and accounting and a signed grant agreement from the CPC, if applicable.
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.
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 a sample copy of an acceptable historic preservation deed restriction (available from the Town Administrator's office) since this type of document will be required. Applicants other than the Town of Orleans should also obtain a sample copy of the Agreement with the Town of Orleans that all successful nonprofit applicants will be required to sign. Please contact the Administrative Assistant by email with any questions.
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.

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## **Orleans CPA Funds Application**

**Project:** Harwich – Queen Anne Road

**Applicant:** Pennrose, LLC

**Location:** 456 Queen Anne Road, Harwich, MA

### **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 is proposing the development of a 60-unit, 90-bedroom affordable and workforce housing community on Queen Anne Road in Harwich, MA. This thoughtfully designed project will create much-needed housing for households earning between 30% and 100% of Area Median Income (AMI), with 100% of the units income- and rent-restricted. The unit mix includes deeply affordable units for extremely low-income households (13% of units at 30% AMI with project-based subsidies), as well as middle-income units at 80% and 100% of AMI—specifically addressing the “missing middle” housing gap prevalent across Cape Cod.

The project has been carefully crafted to align with the Town of Harwich’s goals for the site, as articulated in a Town-issued Request for Proposals (RFP). The proposed development complies with the 90-bedroom cap and is scaled to support the long-term sustainability of the community, including a full-time on-site property manager, maintenance staff, and a part-time resident services coordinator. In addition to the residential buildings, the site will feature a standalone Community Clubhouse with management offices and community rooms, as well as outdoor amenities and improved landscaping that foster a sense of community and livability.

#### **Consistency with the Orleans Community Preservation Act (CPA) Goals:**

This project supports the CPA’s primary goal of expanding access to affordable housing for low- and moderate-income individuals and families. It addresses both current housing needs and long-term affordability, ensuring that housing remains accessible to a range of income levels. The inclusion of middle-income units is particularly aligned with CPA goals of preserving community diversity and supporting local workforces.

#### **Compatibility with the Orleans Community Preservation Plan:**

The Orleans CPA Plan recognizes the importance of regional collaboration to address shared challenges, particularly in housing. The Queen Anne Road project will serve the Lower Cape regio, including Orleans, by providing housing options for residents who work in or near Orleans but are unable to find affordable units within town boundaries. It supports the Orleans plan’s goals to:

- Provide housing for year-round residents across income levels.
- Promote regional solutions to housing shortages.
- Encourage developments that blend into the Cape’s traditional village-scale design, reflected in this proposal’s small-building layout and neighborhood integration.

#### **Compatibility with the Orleans Comprehensive Long Range Plan:**

The Orleans Comprehensive Plan emphasizes the need to support year-round housing and maintain a sustainable, inclusive community. This project contributes to those goals by creating a mixed-income neighborhood that will support the regional workforce, including many individuals who commute to Orleans for jobs in education, healthcare, public safety, retail, and hospitality. Additionally, the project aligns with the plan’s values of environmental stewardship and

## **Orleans CPA Funds Application**

**Project:** Harwich – Queen Anne Road

**Applicant:** Pennrose, LLC

**Location:** 456 Queen Anne Road, Harwich, MA

appropriate scale by limiting density, preserving open space within the site plan, and incorporating thoughtful landscaping and design.

Relevance to the Orleans Community and Its Needs:

Orleans, like all Lower Cape towns, faces a critical shortage of affordable and workforce housing. As the region's housing market continues to tighten, inter-municipal solutions are increasingly necessary. The Queen Anne Road project directly benefits Orleans by easing regional housing pressures, providing accessible rental options for Orleans-based workers, and creating opportunities for Orleans residents who may seek affordable or age-appropriate housing nearby. This regional approach enhances economic resilience and supports the broader Lower Cape community.

In summary, the Queen Anne Road development not only meets the objectives of Harwich's housing strategy but strongly aligns with the Community Preservation Act and the goals of the Town of Orleans. It represents a practical and timely opportunity for regional collaboration in solving the affordable housing crisis, delivering long-term benefits for Orleans and its residents.

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

Pennrose aims to complete the zoning process in 2025, with a submission to the Massachusetts Executive Office of Housing and Livable Communities for necessary tax credits and soft funds in early 2026. If awarded funds in the Commonwealth's 2026 funding round, the team aims to complete drawings and close on construction financing in late 2026 or early 2027. Construction is estimated to take 18 months, with a completion and lease-up in 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 \$35.5 million (see preliminary development budget on the last page).



Park & Ride

Pleasant Lake Avenue - Route 124

Bassett's Lane [Paper Road]

Queen Anne Road

Keira Lane

Route 6 Access

Building Type 5  
(2) 2BR, (1) 3BR Acc  
Townhouses




Building Type 3  
(2) 2BR, (1) 2BR Acc  
Townhouses

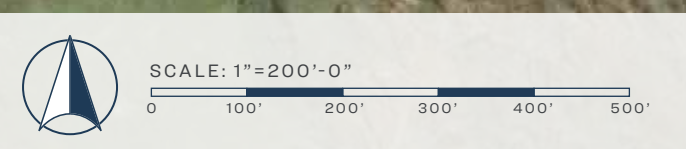
Community Building

Building Type 4  
(2) 2BR, (1) 3BR Townhouses

Building Type 1  
(4) 1BR Flats

Building Type 2  
(3) 2BR Townhouses

PROGRAM		
	1BR Units 4-Plex Flats	36 Units [* 1 Acc.]
	2BR Units Townhouses	18 Units [* 1 Acc.]
	3BR Units Townhouses	6 Units [* 1 Acc.]
Total Units [Accessible]		60 Units [* 3 Acc.]
Total Bedrooms		90 Bedrooms
Total Parking		75 Spaces (1.25/du)



# Harwich Affordable Housing

PROPOSED SITE LAYOUT - PROGRAM  
MAY 31, 2024





# Harwich Affordable Housing

RENDERING  
MAY 31, 2024







FRONT ELEVATION

**TYPICAL EXTERIOR**

- 25 YR ASPHALT SHINGLE ROOF
- PNTD HARDI-PLANK (OR EQ.) LAP SIDING W/
- PNTD HARDI-BOARD RUNNING TRIM, CORNERBOARDS, AND WINDOW TRIM.
- DOUBLE HUNG INSULATED FIBERGLASS WINDOWS
- PNTD, INSULATED FIBERGLASS DOORS
- ALUMINUM GUTTERS AND DOWNSPOUTS
- BRICK VENEER SIDING & STONE LINTELS AT END UNITS
- BRICK WATERTABLE & FOUNDATION

**TYPICAL PORCH**

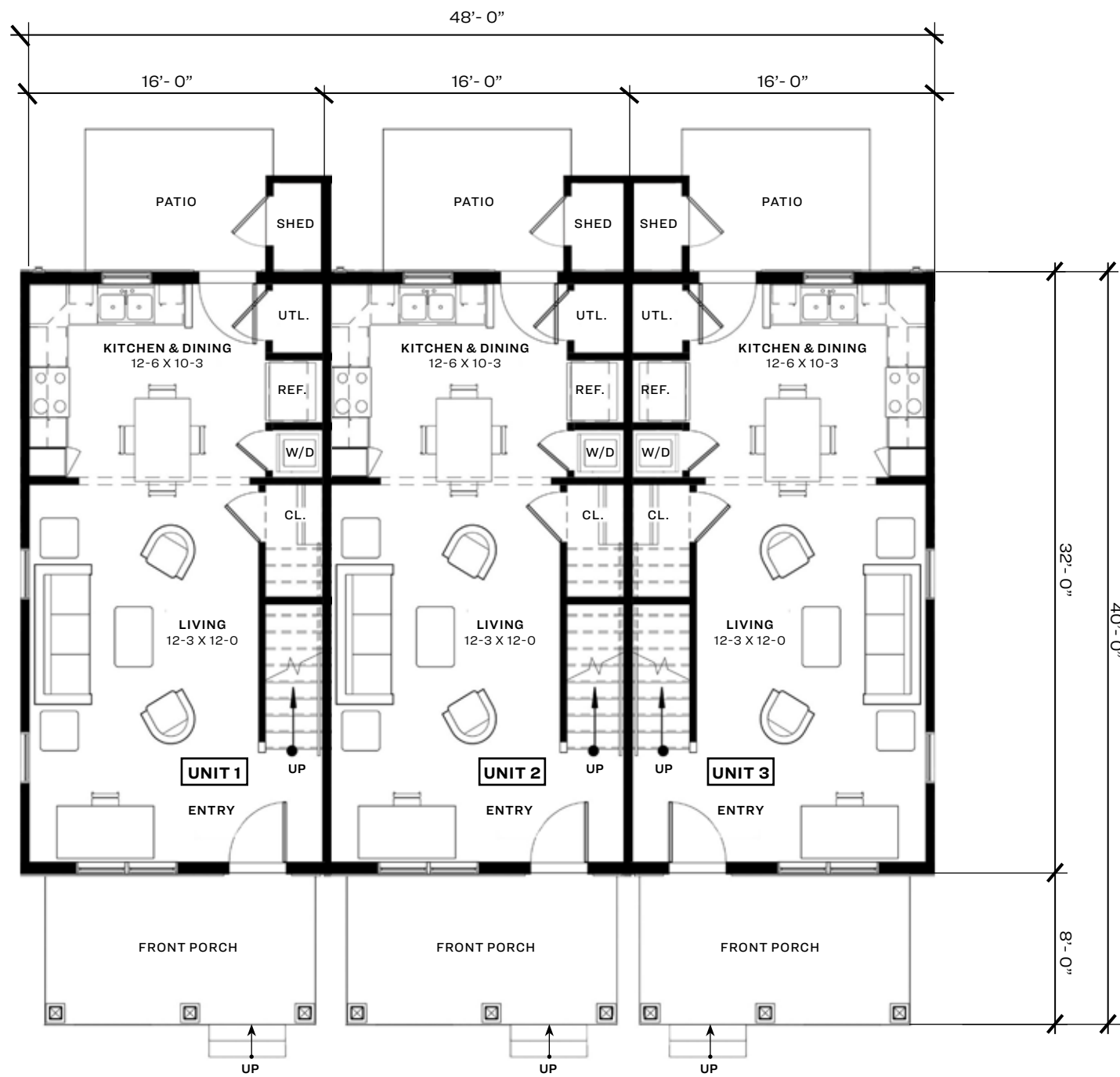
- PNTD WOOD FASCIA AND FRIEZE BOARD
- PNTD WOOD COLUMNS AND TRIM
- WD DECKING WITH WOOD SKIRT



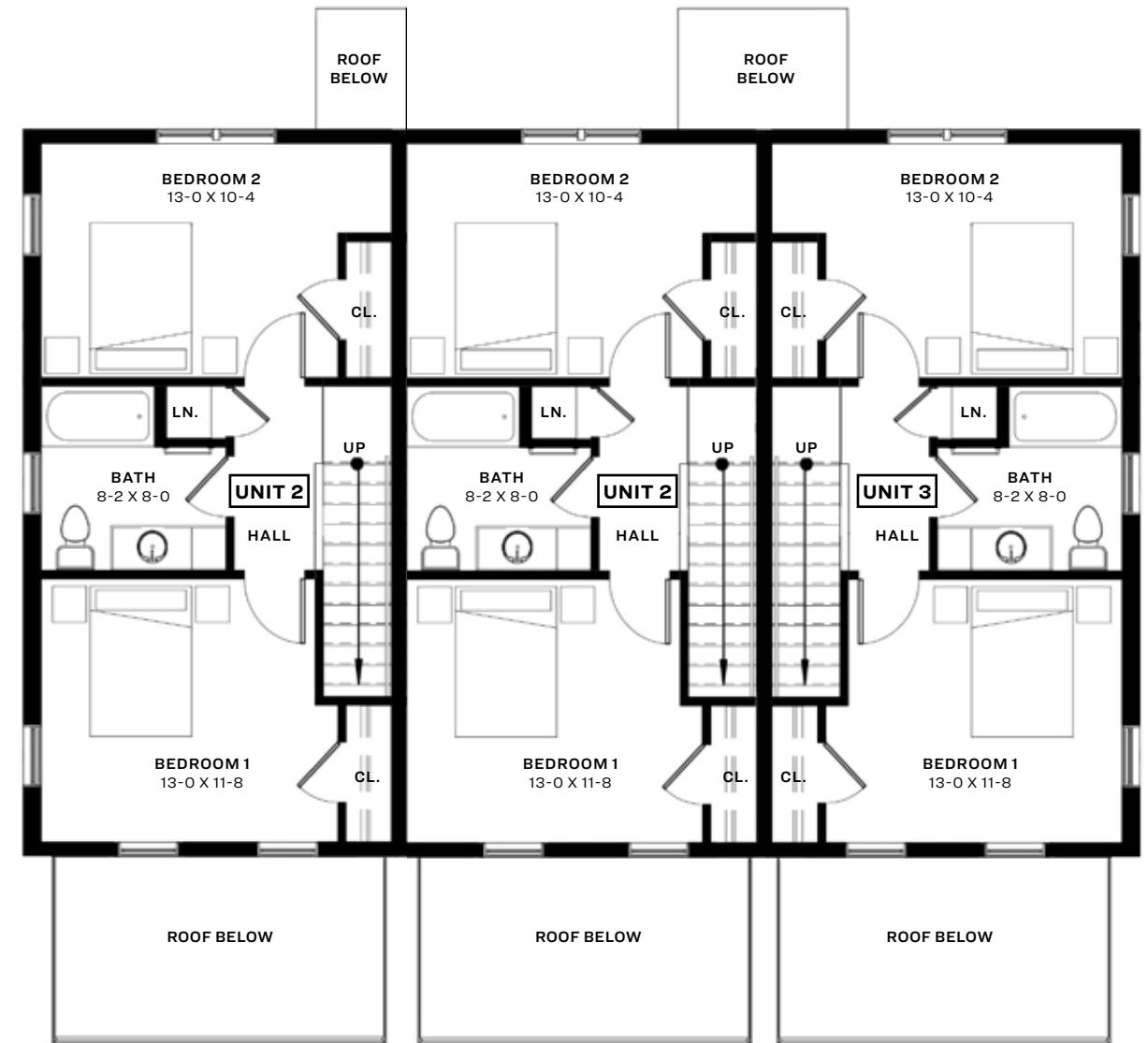
# Harwich Affordable Housing

**BUILDING TYPE 1 - (4) 1BR FLATS**  
MAY 31, 2024





FIRST FLOOR PLAN



SECOND FLOOR PLAN



# Harwich Affordable Housing

**BUILDING TYPE 2 - 2BR/2BR/2BR TOWNHOUSES**  
MAY 31, 2024





FRONT ELEVATION

**TYPICAL EXTERIOR**

- 25 YR ASPHALT SHINGLE ROOF
- PNTD HARDI-PLANK (OR EQ.) LAP SIDING W/
- PNTD HARDI-BOARD RUNNING TRIM, CORNERBOARDS, AND WINDOW TRIM.
- DOUBLE HUNG INSULATED FIBERGLASS WINDOWS
- PNTD, INSULATED FIBERGLASS DOORS
- ALUMINUM GUTTERS AND DOWNSPOUTS
- BRICK VENEER SIDING & STONE LINTELS AT END UNITS
- BRICK WATERTABLE & FOUNDATION

**TYPICAL PORCH**

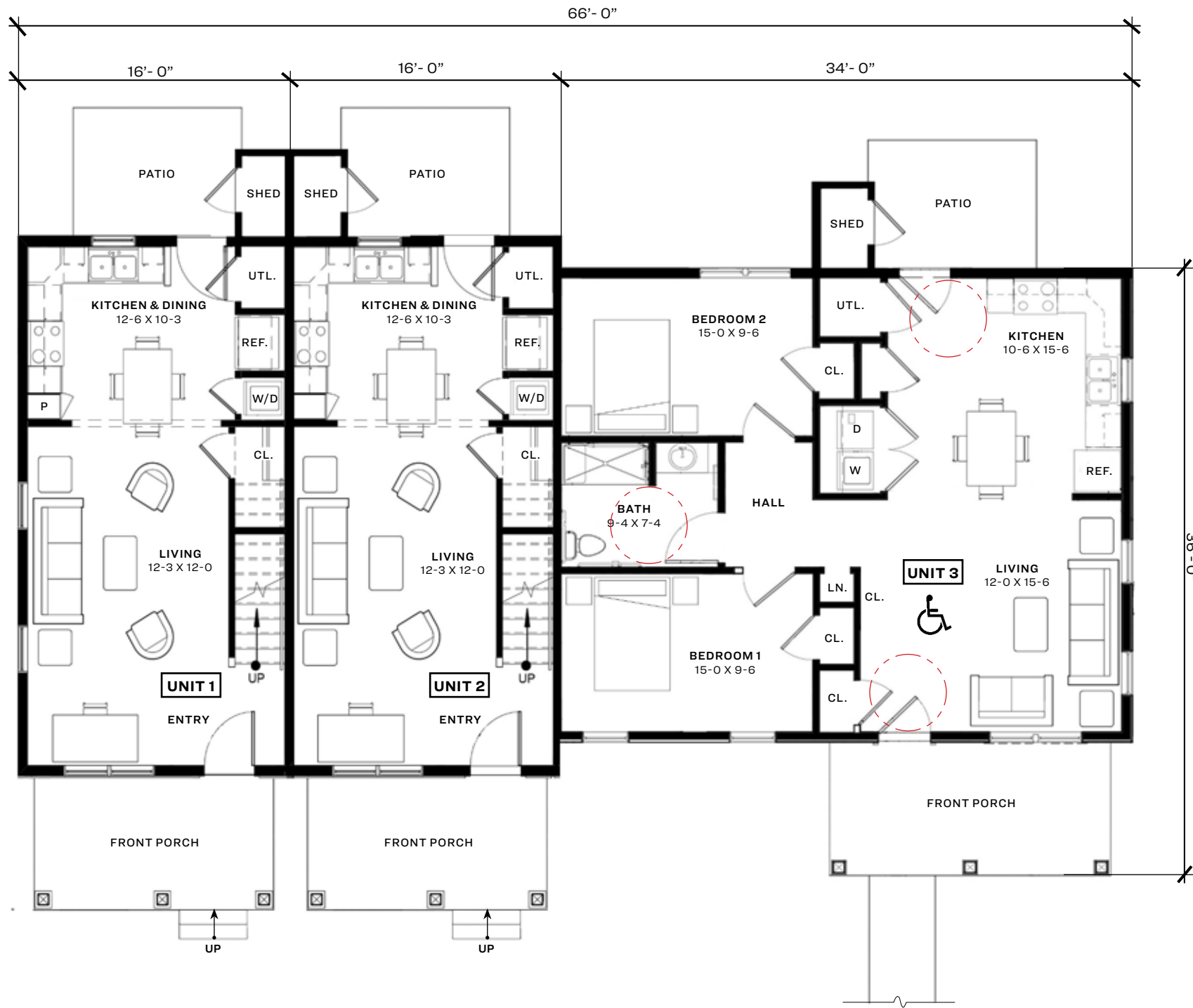
- PNTD WOOD FASCIA AND FRIEZE BOARD
- PNTD WOOD COLUMNS AND TRIM
- WD DECKING WITH WOOD SKIRT



# Harwich Affordable Housing

**BUILDING TYPE 2 - 2BR/2BR/2BR TOWNHOUSES**  
MAY 31, 2024





FIRST FLOOR PLAN



SECOND FLOOR PLAN



# Harwich Affordable Housing

**BUILDING TYPE 3 - 2BR(A)/2BR/2BR TOWNHOUSES**  
MAY 31, 2024



T.O. ROOF  
+/- 30'-0"



FRONT ELEVATION

**TYPICAL EXTERIOR**

- 25 YR ASPHALT SHINGLE ROOF
- PNTD HARDI-PLANK (OR EQ.) LAP SIDING W/  
PNTD HARDI-BOARD RUNNING TRIM,  
CORNERBOARDS, AND WINDOW TRIM.
- DOUBLE HUNG INSULATED  
FIBERGLASS WINDOWS
- PNTD, INSULATED FIBERGLASS DOORS
- ALUMINUM GUTTERS AND DOWNSPOUTS
- BRICK VENEER SIDING & STONE  
LINTELS AT END UNITS
- BRICK WATERTABLE & FOUNDATION

**TYPICAL PORCH**

- PNTD WOOD FASCIA AND FRIEZE BOARD
- PNTD WOOD COLUMNS AND TRIM
- WD DECKING WITH WOOD SKIRT

SCALE: 1/8"=1'-0"



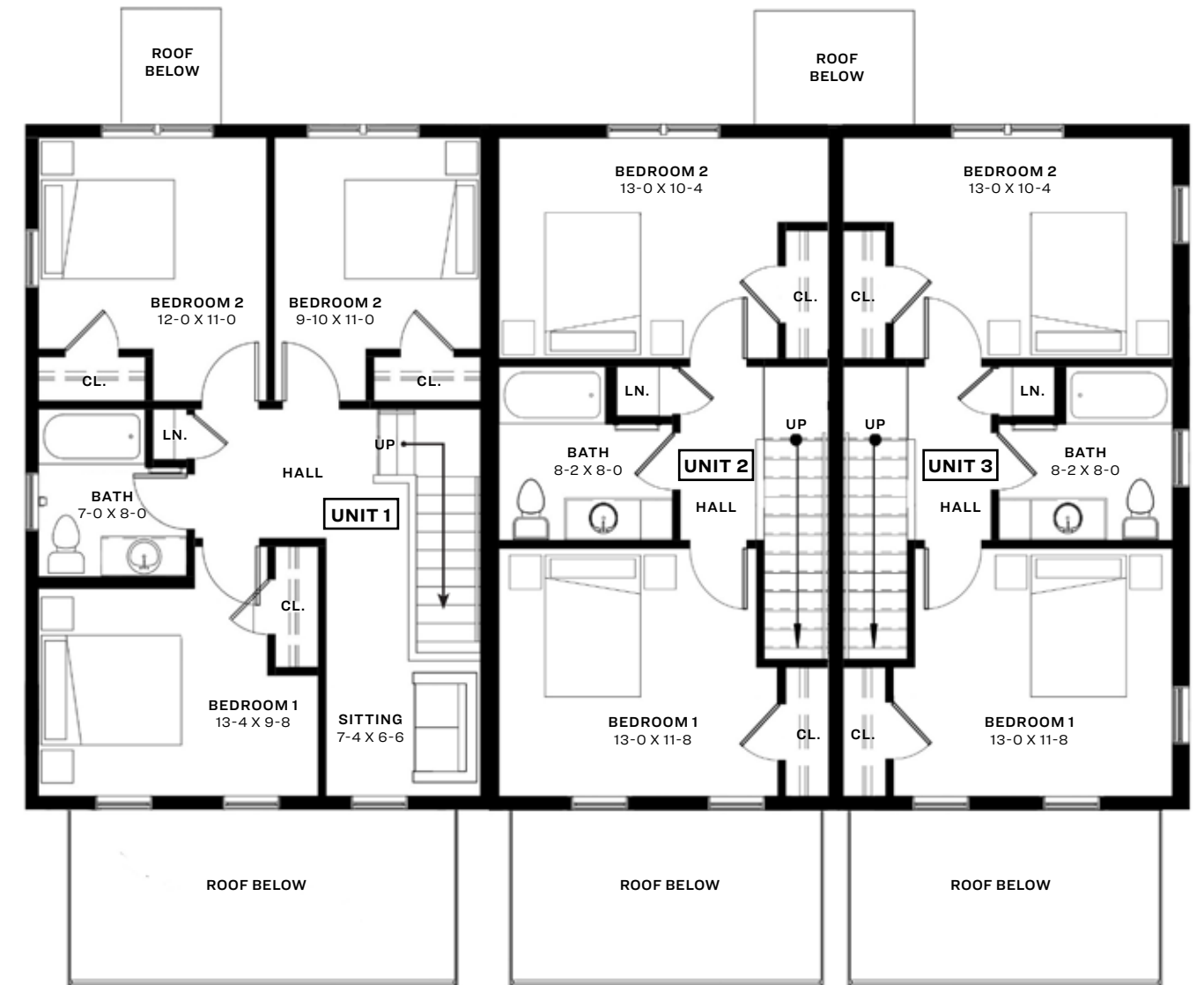
# Harwich Affordable Housing

**BUILDING TYPE 3 - 2BR(A)/2BR/2BR TOWNHOUSES**  
MAY 31, 2024





FIRST FLOOR PLAN



SECOND FLOOR PLAN



# Harwich Affordable Housing

**BUILDING TYPE 4 - 3BR/2BR/2BR TOWNHOUSES**  
MAY 31, 2024





FRONT ELEVATION

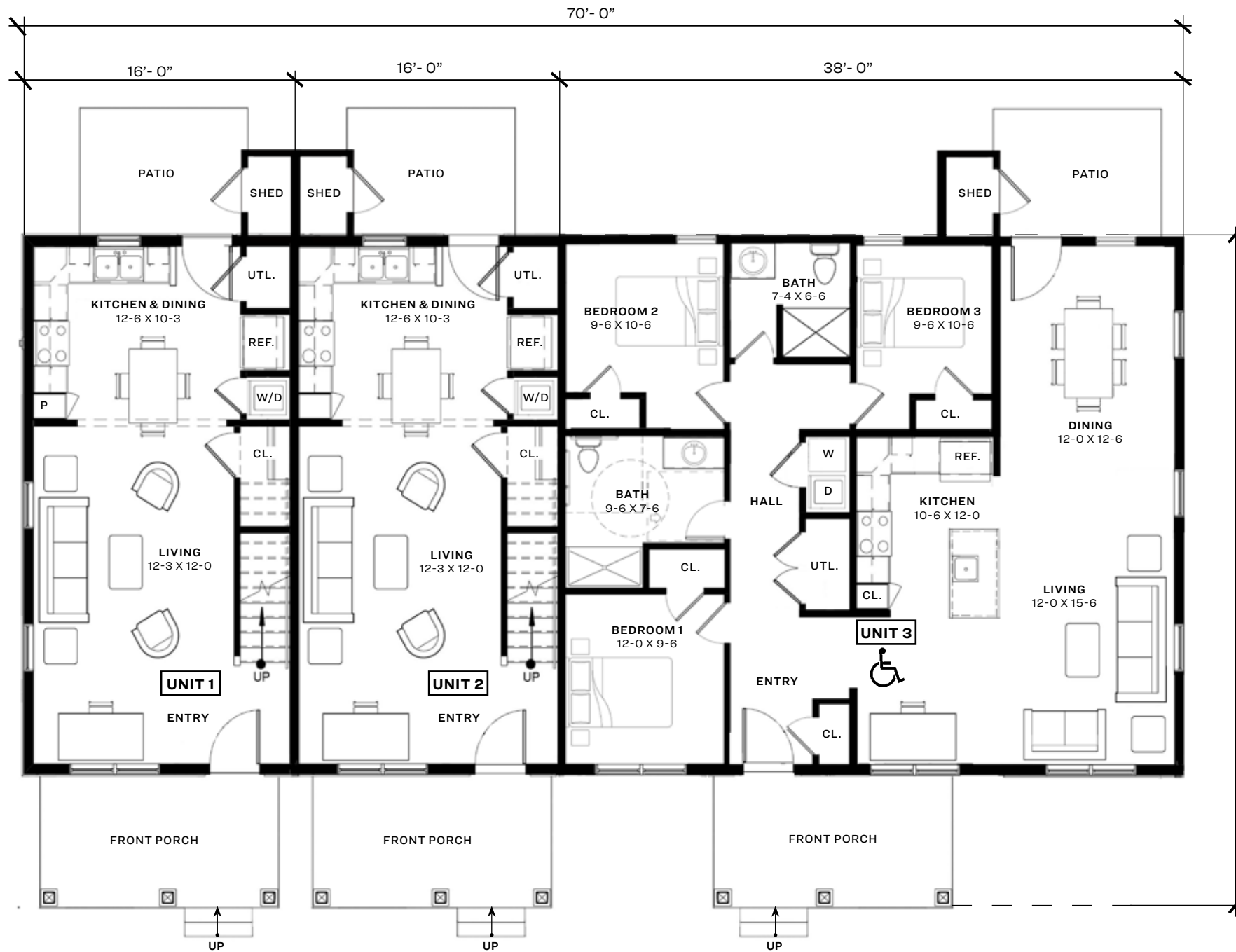
**TYPICAL EXTERIOR**

- 25 YR ASPHALT SHINGLE ROOF
- PNTD HARDI-PLANK (OR EQ.) LAP SIDING W/
- PNTD HARDI-BOARD RUNNING TRIM, CORNERBOARDS, AND WINDOW TRIM.
- DOUBLE HUNG INSULATED FIBERGLASS WINDOWS
- PNTD, INSULATED FIBERGLASS DOORS
- ALUMINUM GUTTERS AND DOWNSPOUTS
- BRICK VENEER SIDING & STONE LINTELS AT END UNITS
- BRICK WATERTABLE & FOUNDATION

**TYPICAL PORCH**

- PNTD WOOD FASCIA AND FRIEZE BOARD
- PNTD WOOD COLUMNS AND TRIM
- WD DECKING WITH WOOD SKIRT





FIRST FLOOR PLAN



SECOND FLOOR PLAN



# Harwich Affordable Housing

**BUILDING TYPE 5 - 3BR(A)/2BR/2BR TOWNHOUSES**  
 MAY 31, 2024



T.O. ROOF  
+/- 30'-0"



FRONT ELEVATION

**TYPICAL EXTERIOR**

- 25 YR ASPHALT SHINGLE ROOF
- PNTD HARDI-PLANK (OR EQ.) LAP SIDING W/  
PNTD HARDI-BOARD RUNNING TRIM,  
CORNERBOARDS, AND WINDOW TRIM.
- DOUBLE HUNG INSULATED  
FIBERGLASS WINDOWS
- PNTD, INSULATED FIBERGLASS DOORS
- ALUMINUM GUTTERS AND DOWNSPOUTS
- BRICK VENEER SIDING & STONE  
LINTELS AT END UNITS
- BRICK WATERTABLE & FOUNDATION

**TYPICAL PORCH**

- PNTD WOOD FASCIA AND FRIEZE BOARD
- PNTD WOOD COLUMNS AND TRIM
- WD DECKING WITH WOOD SKIRT

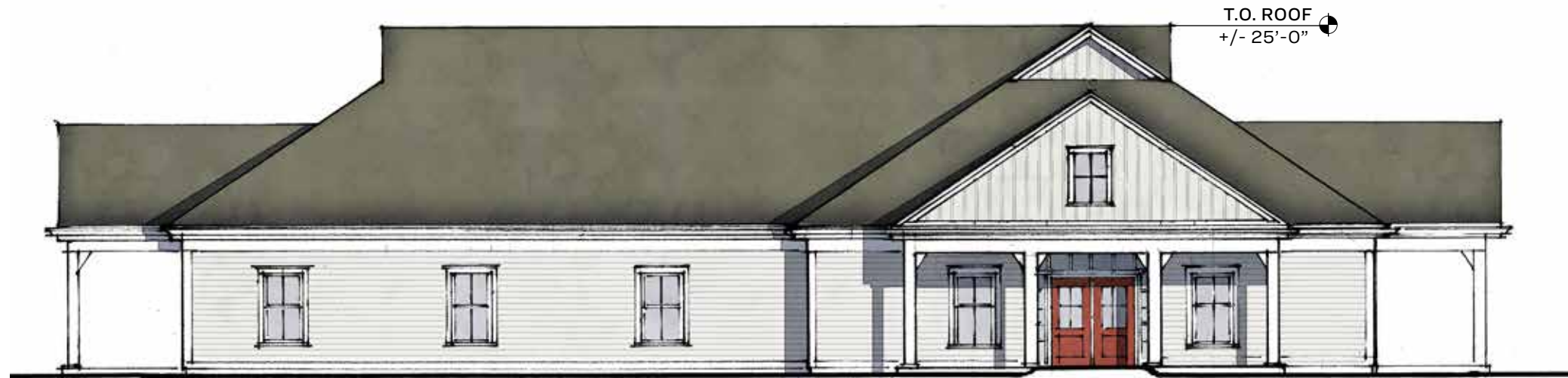
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# Harwich Affordable Housing

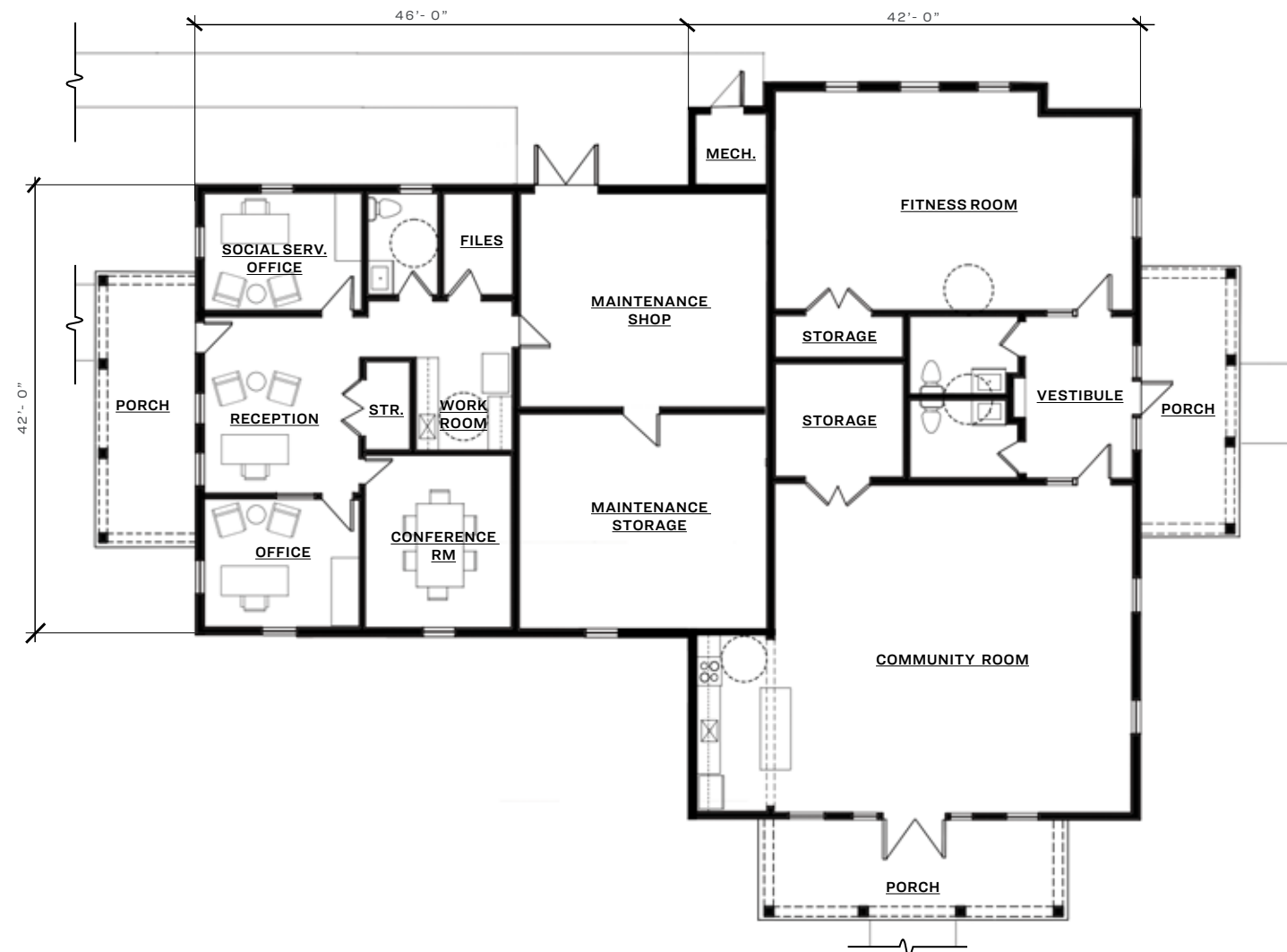
**BUILDING TYPE 5 - 3BR(A)/2BR/2BR TOWNHOUSES**  
MAY 31, 2024





FRONT ELEVATION

SCALE: 3/32"=1'-0"



FLOOR PLAN

SCALE: 1/16"=1'-0"



# Harwich Affordable Housing

COMMUNITY BUILDING  
MAY 31, 2024



<b>SOURCES</b>	<b>Total</b>
First Mortgage	4,724,335
9% Federal LIHTCs	8,499,150
State LIHTCs	13,600,000
EOHLC - HSF/AHTF/HOME	4,990,000
MHFA Workforce Funds	1,800,000
Town of Harwich HOME/Affordable Housing Trust Funding	500,000
Orleans CPC Funds	100,000
Other Town CPC Funds	700,000
Deferred Fee	586,705
<b>Total Sources</b>	<b>35,500,190</b>

<b>USES</b>	
Hard Cost	24,292,500
<b>Contingency</b>	<b>1,214,625</b>
Acquisition	800,000
Building Permit	242,925
Architecture & Engineering	2,032,550
Construction Management	250,000
Legal/Title&Recording/Accounting/Marketing	1,237,850
Financing Fees/Interest	1,513,973
Reserves	542,356
Overhead, Fees, and Other Soft Costs	3,373,411
<b>Total Uses</b>	<b>35,500,190</b>