

## Southwick Housing Plan

### Proposed Scope of Services

#### 1. Complete a Housing Needs Assessment

- Demographic and Economic Data – Collect and analyze demographic data for the Town to better understand how changes in the population and household characteristics are impacting housing choice and availability.
- Rental and Owner-Occupied Housing Market supply and demand analysis:
  - i. Identify housing availability by type, pricing, occupancy, turnover and location.
  - ii. Create housing profiles for various housing types describing conditions, locations, average costs/pricing, etc
  - iii. Attempt to quantify the number of home businesses, short term rentals and other units occupied by special populations.
- Market gap analysis:
  - i. Identify demands that are underserved based on available supply.
  - ii. Identify current and projected gaps based on forecasts in new housing development and changes in demand from growing/changing populations.
  - iii. Provide detailed information on housing gaps at various income levels.
- Develop a market rate housing plan for the development of new units, including but not limited to larger projects, infill development, and strategic redevelopment opportunities.

#### 2. Prepare a Southwick Housing Production Plan (HPP)

- Develop a Housing Production Plan that is consistent with the State's requirements under 760 CMR 56.03(4).
- Collect data and apply special attention to:

- i. Number of new market rate housing built every year
  - ii. Age of housing, possible rehab needs, type of housing by age
  - iii. Accessible housing for people with disabilities – identify resources and needs
  - iv. Homelessness data – identify family and individual data, prevalence of camping outside and assess school district and community center data, if any.
- Transportation challenges and recommendations
- Housing needs by age group and income level: seniors/empty-nesters, young families, singles, households without children, very low-income households, middle-income households, upper-income households.
- Prevalence of housing discrimination/ways to provide education
- Identify and explore possible tools/resources:
  - i. Inclusionary zoning
  - ii. Affordable Housing Trust Fund
  - iii. Zoning reform
- Prepare one or more recommendations for the Town to address any affordable housing needs that are identified by the study. The strategy should take account of the Town's financial and staffing resources and should identify any financial or staffing resources that may be available to assist the Town in implementing the strategy.
- Prepare a strategic action plan to address HPP goals and the needs identified in the Assessment. This Action plan must meet the state's guidelines for an HPP and including mapping.
- Submit a draft copy of the HPP to the MA Department of Housing and Community Development for completeness review. The State will notify the municipality of any deficiency, which the Consultant will then address.
- The Planning Board and/or the Housing Authority will seek endorsement of the final HPP from the Department of Housing and Community Development (DHCD).