

## Community Preservation Committee Town of Belmont

### CPA Funding – Final Application

Ten copies of the completed Final Application must be submitted to the following address by no later than 7:00 pm on Monday, November 30, 2020:

Community Preservation Committee  
c/o Floyd S. Carman, Treasurer  
Town of Belmont  
PO Box 56  
Belmont, MA 02478

Unless an applicant can demonstrate that a significant opportunity would otherwise be lost, final applications will not be accepted after the submission deadline. In order for the CPC to consider a project proposal that cannot adhere to the deadlines as outlined in the **Standard Application Process**, the project must meet the additional selection criteria as outlined in the **Special Application Process**.

**Project Title:** Tennis Court Expansion - Winn Brook

**Project Location:** Cross Street Belmont

**Applicant/Contact Person:** Jon Marshall, Assistant Town Administrator

**Organization** Select Board, School Committee

**Mailing Address:** 455 Concord Ave., Belmont MA 02478

**Telephone** 617 993-2763 **E-mail** jmarshall@belmont-ma.gov

**Signature** Jon Marshall, Assistant Town Administrator **Date:** revised 3/10/21

CPA Category (check all that apply):

- |  |  |
|--|--|
| <input type="checkbox"/> Community Housing | <input type="checkbox"/> Historic Preservation |
| <input type="checkbox"/> Open Space        | <input checked="" type="checkbox"/> Recreation |

**Amount Requested:** \$190,000

**Total Project Cost:** \$190,000

The CPC will review the Final Applications. Applicants will be contacted if additional information or an interview is required. The CPC may also request to visit the site of the proposed project. Applicants will be notified by mid-January whether the CPC plans to recommend their project at the next Annual Town Meeting.

**PROJECT DESCRIPTION:** Attach answers to the following questions. Applications will be returned as incomplete if all requested information is not provided. Include supporting materials as necessary.

- **Goals:** What are the goals of the proposed project?

The Tennis Court Expansion project at Winn Brook Park would add 1 additional tennis court for a total of 5 courts. The courts are located at the Winn Brook Park on Cross Street.

- **Community Need:** Why is the project needed? Does it address needs identified in existing Town plans?

There is a need for additional tennis courts in Town. There are currently 3 locations that have tennis courts for a total of 12 public courts. The Town has reduced the number of tennis courts over the years.

The High School Tennis program needs a minimum of 5 tennis courts to successfully schedule matches.

- **Community Support:** What is the nature and level of support for this project? Include any letters of support and petitions.

The tennis community is in support of adding additional courts (including the attached letter). There were 2 public meetings held by the Recreation Commission to engage the community. There was varying level of support from adding no courts to adding 1 court to adding 2 courts. The Recreation Commission unanimously supported adding 1 court to the site.

- **Project Documentation:** Attach any applicable engineering plans, architectural drawings, site plans, photographs, any other renderings, relevant studies or material.

See attached:

- **Timeline:** What is the schedule for project implementation, including a timeline for all critical milestones?

July – Plans and designs created  
August – Project out to bid for construction  
September – Construction begins  
October – Project complete

- **Credentials:** How will the experience of the applicant contribute to the success of this project? What prior municipal procurement experience does the applicant have? If the applicant has no prior procurement experience, what member of the project's working team or Town of Belmont Department Head mentor will be responsible for ensuring the project adheres to the necessary procurement laws?

This project will be supported by the Public Works Department. The Public Works

Department has overseen the procurement and construction aspects of all park and court projects Town wide.

- **Success Factors:** How will the success of this project be measured?

The success of the project will be measured by the community having additional courts for use. It will be successful if the High School Team is able to successfully have matches, the public has greater courts to access, and the wait time for tennis courts is reduced.

- **Budget:** What is the total budget for the project and how will CPA funds be spent? All items of expenditure must be clearly identified. Distinguish between hard and soft costs and contingencies. (NOTE: CPA funds may not be used for ongoing maintenance expenses.)

Design/Engineering- \$34,000  
 Construction - \$130,000  
 Contingency - \$26,000  
**Total Project Costs - \$190,000**

- **Other Funding:** What additional funding sources are available, committed, or under consideration? Include commitment letters, if available, and describe any other attempts to secure funding for this project.

N/A

- **Town Properties:** All CPA applications filed by a private person or entity for a CPA project either located on, or which involves, public land, structures, personal property or amenities shall be co-sponsored by a committee(s), board(s), commission(s), department(s) or other entity or entities of the Town of Belmont which have control of, or jurisdiction over, said land, structure, personal property or amenity. The committee(s), board(s), commission(s), department(s) or other entity or entities of the Town of Belmont which have control of, or jurisdiction over, said land, structure, personal property or amenity may set guidelines, standards and rules for, or make revisions to a CPA project either located on, or which involves, public land, structures, personal property or amenities.

Select Board, Recreation Department and Public Works

- **Private Entity as a Private Project Sponsor:** Private entities sponsoring CPA projects on private property, not town-owned, are required to be nonprofit 501(c) (3) organizations and provide a copy of their IRS determination letter as part of their application.

N/A

- **Maintenance:** If ongoing maintenance is required for your project, how will it be funded?

Maintenance for the Tennis Courts are funded by the Public Works Department budget.

- **Impact on Town Budget:** What, if any, potential secondary effects will your proposed

project have on the Town's Operating Budget? Are there any capital projects that rely on the successful completion of your project?

All courts will require preventative maintenance including crack seal and repainting. This is needed to help extend the useful life of tennis courts.

**ADDITIONAL INFORMATION:** Provide the following additional information, as applicable.

1. **Control of Site:** Documentation that you have control over the site, such as a Purchase and Sales Agreement, option or deed. If the applicant does not have site control, explain how public benefits will be protected in perpetuity.

The park falls under the control of the Select Board.

2. **Deed Restrictions:** In order for funding to be distributed, an appropriate deed restriction, meeting the requirements of Chapter 184 of Mass General Laws pursuant to section 12 of the Community Preservation Act, must be filed with the CPC. Provide a copy of the actual or proposed restrictions that will apply to this project.

Current restrictions exist as this is current Town parkland.

3. **Acquisitions:** For acquisition projects, attach appraisals and agreements if available. Attach a copy of the deed.

N/A

4. **Feasibility:** Provide a list of all further actions or steps that will be required for completion of the project, such as environmental assessments, zoning approvals, and any other known barriers to moving forward.

N/A

5. **Hazardous Materials:** Provide evidence that the proposed project site is free of hazardous materials or there is a plan for remediation in place.

Work has previously been completed in this area and there is no known hazardous materials.

6. **Permitting:** Provide evidence that the project does not violate any zoning ordinances, covenants, restrictions or other laws or regulations. What permits, if any, are needed for this project? Provide the expected date of receipt for necessary permits, and copies of any permits already acquired.

N/A

7. **Environmental Concerns:** Identify all known wetlands, floodplains, and/or any natural resource limitation that occur within the boundaries of your submission.

It has been discussed that there were previous issues with drainage. A drainage plan will be completed as part of the design and engineering services.

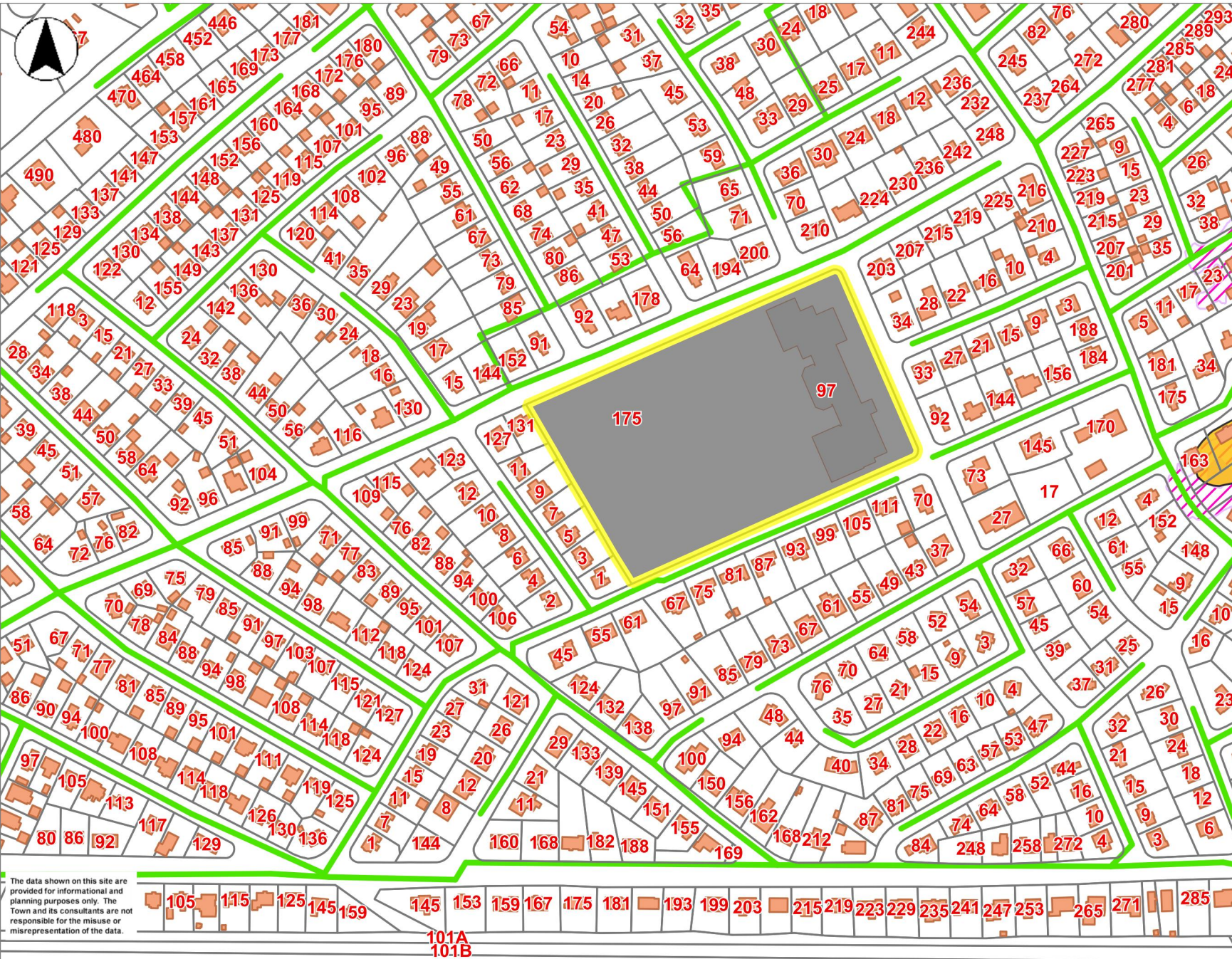
- 8. Professional Standards:** Evidence that appropriate professional standards will be followed if construction, restoration or rehabilitation is proposed. Evidence that the applicant has the proven or potential capacity to conduct the scope and scale of the proposed project, as evidenced by project leaders with appropriate qualifications and technical experience or access to technical expertise.

This project will be completed with the support of the Public Works Department.

- 9. Fundraising:** Private persons who wish to contribute to a particular CPA projects have the following fundraising options: A) Establish a 501 (c) (3) organization and set up a separate bank account in its name. This requires IRS filings on the part of the entity that sets it up. Collect and deposit all funds into the bank account you set up. B) Work with the Treasurer's Office to set up an account in the name of the CPA Project. Define the purpose of the fund raising and what the money will be used for.

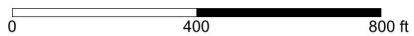
N/A

- 10. Further Attachments:** Assessor's map showing location of the project.
- Attached Map
  - Attached Letter of support



- Town-Owned Buildings
- McLean Buildings
- BUILDINGS**
- Parcels
- Sewer Manholes
- Sewer Mains
- Sewer Services
- Drainage Manholes
  - CB - Curb Inlet
  - CB - Round Grate
  - CB - Square Grate
  - Drain Manhole
  - PUMP WELL
- Drainage Service
- MA FEMA Q3 Flood Zones
  - A
  - AE
  - AH
  - AO
  - V
  - VE
  - ANI
  - X500
  - D
- UNDES
- MA FEMA National Flood Hazard Potential Flood
  - A 100 yr No BFE
  - AE 100 yr BFE
  - AE Floodway
  - AO 100 yr BFE 1-3 S
  - AH 100 yr BFE 1-3 P
  - VE BFE w/Waves
  - 0.2% Chance (500 yr)
  - OPEN WATER
- MA DEP Wetlands - No Loss
  - Marsh/Bog
  - Wooded Swamp
  - Salt Marsh

The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the misuse or misrepresentation of the data.



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Winn Brook  
Tennis Courts

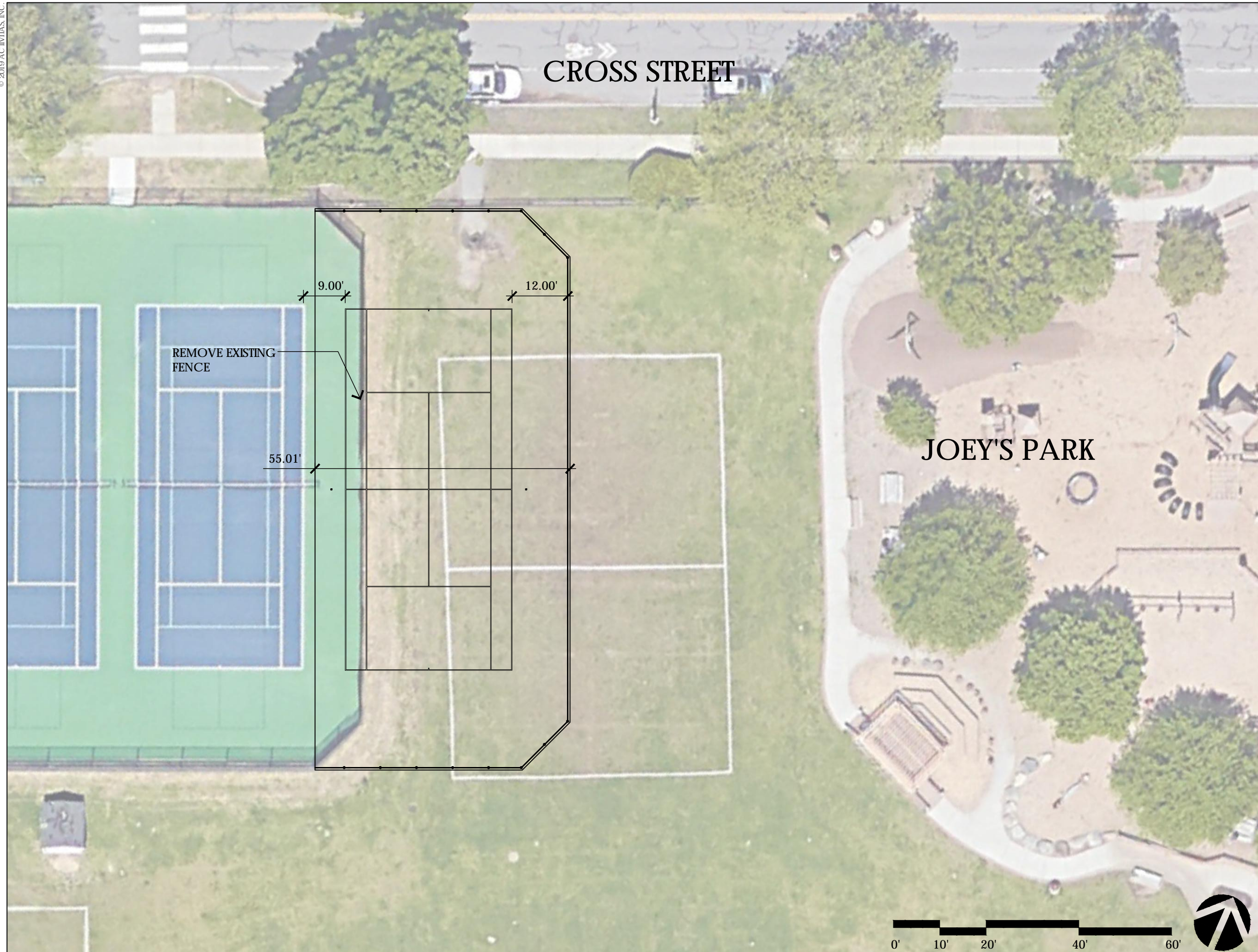
Jocoy's Park

Sherman St

Google

Sherman St

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NOTES:

TOWN OF BELMONT  
 Belmont, Massachusetts  
 WINN BROOK ELEMENTARY  
 SCHOOL TENNIS COURT STUDY  
**1 TENNIS COURT**

PROJECT NO.: 20033.00  
 REFERENCE SHEET:  
 PHASE: BASE PLAN  
 DATE: 5 MARCH 2021  
 SCALE: 1"=20'-0"



The background features abstract, overlapping geometric shapes in various shades of green, ranging from light lime to dark forest green. These shapes are primarily located on the left and right sides of the page, framing the central text. The overall aesthetic is clean and modern.

# Winn Brook Tennis Court Addition

Community Preservation Request 2021

# Agenda

- ▶ History - how we got to a request of additional court(s) at Winn Brook
- ▶ Provide an overview of the project

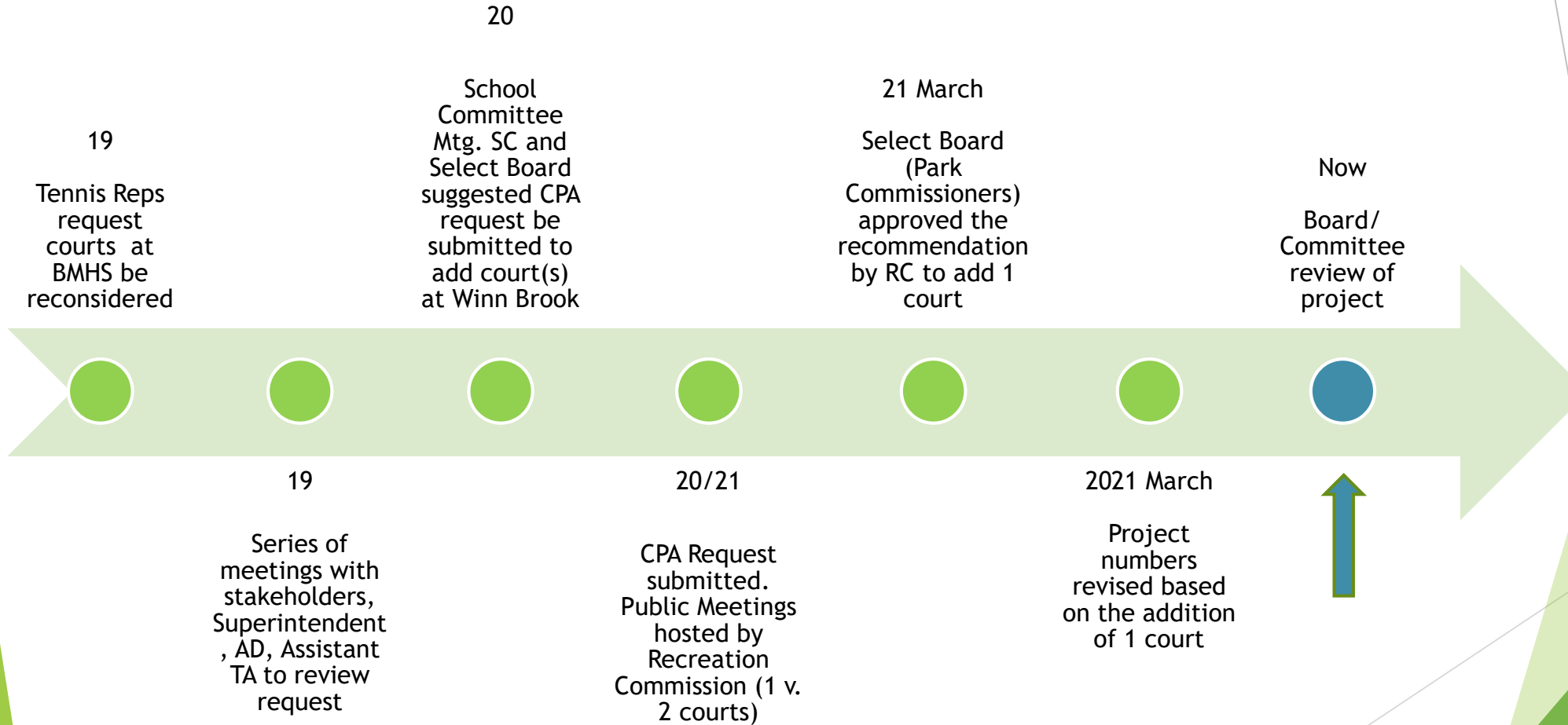
# Project

- ▶ Need of the high school tennis program
- ▶ Request for additional courts town wide
- ▶ Balance adding courts with minimizing impact to other sports/activities
- ▶ Minimize impact to other park amenities

# Belmont Middle and High School Campus Space Constraints

- ▶ The New Middle & High School increased building footprint (Grades 7 & 8) reduction in available space
- ▶ “Right size” current playing fields which required many to be overlapping, configurations allowed for multi-use season by school athletes
- ▶ The designs for the high school layout was voted in 2017, tennis courts were not part of the approved designs

# Courts Reviewed



# Why Winn Brook

- ▶ Currently, no Town owned space available to build 5 new courts
- ▶ Grove, PQ and Winn Brook were evaluated to determine ability to add courts
  - ▶ Each location would be impacted, however Winn Brook allowed for the most logical reconfiguration
- ▶ The Pedestrian Tunnel currently being designed would allow for a short travel time to the courts from BMHS

# What is impacted?

- ▶ The proposed area is currently used by:
  - ▶ Youth Soccer Program (BSA)
  - ▶ Recreation
  - ▶ Winn Brook School
  - ▶ General Public
- ▶ The proposed area would:
  - ▶ Have an impact on the groups listed above
  - ▶ Change the view of the park for a number of residents
- ▶ The proposed area would not:
  - ▶ Disrupt the playground or path of Joey's Park

# Public Court Comparison

Community	Town Courts Total (inc HS)	HS Courts	DLS 2015 Population
Belmont	12	no	25,500
Burlington	7	no	25,900
Lexington	17	yes	33,400
Melrose	8	no	28,000
Reading	12	no	25,700
Stoneham	8	yes	22,000
Wakefield	9	yes	26,900
Watertown	*16	no	34,300
Wilmington	12	yes	23,500
Winchester	18	no	22,400
Woburn	6	yes	39,500
Arlington	14	no	44,500

\*Includes four courts that belong to the DCR



# Courts Past 10 Years

Location	2010 Courts	2015 Courts	2018 Courts	2020 Courts	Last Updated Modified
Winn Brook	2*	0**	4	4	* 2 courts were unplayable **4 courts were unplayable 2017 - Complete rehab
PQ	4	4	4	4	2016 - Complete rehab
Grove	0*	0*	4	4	* 4 courts were unplayable 2018 - Complete rehab
Chenery Middle	2	0*	0	0*	*2015 - Modular units added on court location -slated to be brought back
Belmont High School	8*	8*	8*	0	*2 courts were unplayable 8 courts were resurfaced in 2008
Total	16	12	20	12	

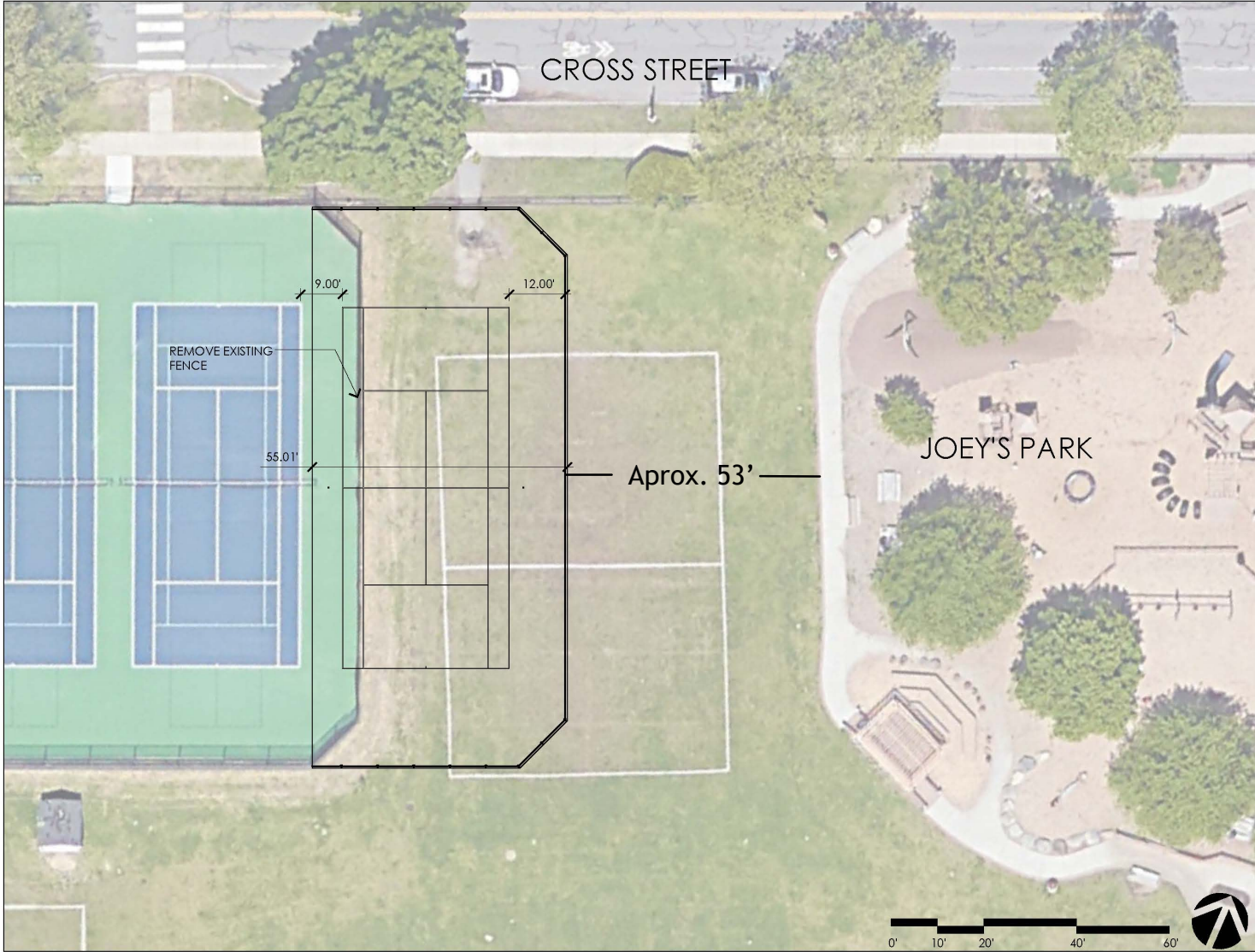
# Proposed Location



# Location



# Layout



**ACTIVITAS**  
landscape architecture | civil engineering  
70 Milton Street | Dedham, MA 02026-2915  
(781) 325-2600 | aa@aktivitas.com

NOTES:

TOWN OF BELMONT  
Belmont, Massachusetts  
WINN BROOK ELEMENTARY  
SCHOOL TENNIS COURT STUDY  
1 TENNIS COURT

PROJECT NO.: 20033.00  
REFERENCE SHEET:  
PHASE: BASE PLAN  
DATE: 6 MARCH 2021  
SCALE: 1"=20'-0"

SKETCH NO. **L1.1**

# Additional Court

- ▶ 5 courts
  - ▶ High School Matches - 3 singles & 2 doubles
    - ▶ Ideal to have all matches take place at the same time
  - ▶ Experienced increased in demand for courts this past year likely a combination of loss of BMHS Courts and COVID
  - ▶ Balances need for open grass space at Winn Brook with need for courts

# CPA Request

## ▶ Funding to Cover

- ▶ Design, Engineering, Permitting, Project Administration: \$34,000
- ▶ Construction: \$130,000
- ▶ Contingency: \$26,000
- ▶ Total Request: \$190,000
- ▶ In addition to the courts, fencing and drainage work, minor site updates between the courts and Joey's park are factored in

Questions?

