

**Town of Norwell
Community Preservation Committee
Special Application Process**

Purpose

For any use eligible for CPA funding, under special circumstances as determined by the CPC, the CPC will consider a special application outside the Standard Application Process if it meets the criteria listed below. The most likely circumstance would be the imminent placing of real property on the market. Other situations may include time-sensitive stabilization or restoration of an historic asset damaged by flood or fire, or other emergency situations.

The principle warranting special consideration outside of the Standard Application Process is that a unique opportunity is presented that, if missed, is likely to remove or make unavailable to the town and its citizens a valuable resource.

Process

In all such cases, the CPC will adhere to the procedures applicable under the Standard Application Process, except for the submission and hearing deadlines outlined in that process, and in all such cases, the CPC will hold a public hearing to review such an application.

If the timing of the application is such that the CPC cannot meet the deadline for the Annual Town Meeting, the CPC will consider such an application only if the applicant or the Selectmen have committed to calling a Special Town Meeting, one of the purposes of which will be to consider the appropriation of CPA funds for the project described in the application.

The CPC will consider such an application as expeditiously as possible but will not recommend holding a Special Town Meeting or any other changes in the Town's calendar. The proponents and supporters of such an application will be responsible for calling a Special Town Meeting or securing other necessary changes in the Town's calendar.

Criteria

The CPC will consider a proposal under the Special Application Process only if the project meets the General Selection Criteria. and the following additional criteria:

- The proponents were unaware of the opportunity to undertake the project; or the proponents did not have authority to identify such opportunity prior to the Standard Application Deadline (for example, the potential sale was still confidential).
- The proponents have either (a) a letter of intent by the current owner of the real property expressing an interest in selling to the applicant; or (b) legal control (an option, signed purchase and sale agreement or legal title) of the real property.

- The Project is supported by one or more Town Boards with responsibility for projects of a similar nature.
- Failure to secure CPA funding will create a high likelihood that the project will not be able to be carried out for the benefit of the Town, because the opportunity is of very short duration.
- Receipt of CPA funding will contribute materially to the likelihood of success for the project.
- The project holds a high priority in the Comprehensive Long Range Plan and/or the Open Space Plan, the Historic Resources Masterplan, or in other planning documents currently accepted and utilized by the Town.