

RETURNING APPLICANT INSTRUCTIONS FOR FY22 FUNDING CYCLE

The following instructions are for applicants who had previously submitted applications in the FY21 funding round and were invited to reapply. The intent of the CPC is to provide an expedited process for the returning applicants

FY 2022 Timeline for Returning Applicants	
2022 Application Materials Available	December 2020
Applications Due	April 1, 2021 11:59 PM
Applicants Present at Public Hearing	May, 2021
CPC Deliberates & Votes to Recommend Applicants to Mayor and City Council for Approval	June 2021
Grant Agreements Executed	July 2021

1. All returning applications must address the deficiencies identified in the resubmission invitation dated 10/2/2020.
2. A condensed application form is provided which may be used if the scope and budget are the same as submitted in the FY21 application. The condensed application includes a summary description of the project, as well as application questions added in the FY22 application process.
3. If the scope and budget have substantially changed from what was submitted in the FY21 Application, a full application will be required. Please use both the [CPA FY22 Pre-Application](#) and [CPA FY22 Application](#) forms provided on the CPC web page: <https://www.cityofmalden.org/Community-Preservation-Committee-CPC>.
4. Additional instructions and description of the application process and evaluation criteria may be found in the [CPA FY22 Application Instructions](#).

Please direct all questions regarding the application, application process, or status of an application to the Community Preservation Committee via email at maldencpc@cityofmalden.org.



FY22 FUNDING CYCLE RETURNING APPLICATION FORM

PROJECT NAME: Patchell Park Master Plan

PROJECT LOCATION/ADDRESS: Glen Rock Ave.

APPLICANT(S) NAME & TITLE/ORGANIZATION: Robert Knox, Director of Public Works

CO-APPLICANT (IF APPLICABLE) Friends of Oak Grove, Inc (FOOGI)

CONTACT PERSON: Paul Sieswerda - Vice President, Friends of Oak Grove, Inc.

MAILING ADDRESS: 78 Glen Rock Ave. Malden

PHONE: 781-760-3531

EMAIL: psieswerda@pecofct.com

DATE: April 28, 2021

Total Project Cost	CPA Funds Requested	Cost Share Amount	Cost Share Percent
\$50,000	\$	\$	%

Signatures Required for projects entailing City-owned property:

For purposes of coordination; does not indicate approval or endorsement of project.

_____ Mayor

Assigned to staff liaison _____

Signature of staff liaison _____

PROPERTY OWNERSHIP

Legal Property Owner of Record: City of Malden

Is the owner the Applicant? Yes No

For all projects on City property, The City Department with Care, Custody and Control must be the Applicant or project will be deemed ineligible for this Applicant.

If applicable, City Department with Care, Custody and Control: Public Works

If the Applicant is not the owner, does the Applicant have site control or written consent of the property owner to submit an application? Yes No

If Yes, please attach written documentation. If No, project will be deemed ineligible for this Applicant.

PROJECT DESCRIPTION: *(Please describe the community needs this project is addressing and how this project aligns with CPC goals)*

This project seeks to create a Master Plan for Patchell Park located in the Oak Grove area of Malden. In coordination with Shadley Associates, FOOGI and Paul Sieswerda will work with the community to create a plan that addresses the needed rehabilitation and restoration of the park. Some of the necessary updates need to be made to address overgrowth and safety concerns in the recent expansion of the park into the Glen Rock Road right-of-way and an evaluation of the playground to meet current codes, surfacing requirements and community interests. Patchell Park is a hidden gem in the city of Malden and one that FOOGI, with help from the CPC and City of Malden hope to preserve for generations to come.

PROJECT STATUS: *(Please describe what level of planning, research and discussions have already been undertaken to inform this proposal)*

Following the original application for Patchell Park rehabilitation, submitted for the FY2020 CPC cycle, a safety fence was installed on the expansion into the Glen Rock Road right-of-way and an area of asphalt was replaced with seeding. Building on the momentum of those improvements, Shadley Associates, P.C. was asked to provide a proposal for landscape and architectural services (attached) to Debbie Burke of the Malden Redevelopment Authority. That proposal will serve as the guiding document for creating the Master Plan. FOOGI's board is in full support of this project and willing to put forth funding and future fundraising profits toward this project. Several City Councillors have also been contacted and offered to put forth ward funding, should the project move forward.

PROJECT SCOPE Provide a detailed description of the steps or tasks that the project entails. *Note: CPA funds may only be used for eligible tasks. Please indicate if another funding source is anticipated to pay for ineligible portions of the project.*

We anticipate a four month process for creating the Master Plan. Shadley Associates, P.C.

Instructions: Please consult with the City Engineering Department or other applicable departments to identify any environmental or regulatory conditions that may apply to this project.

POTENTIAL ENVIRONMENTAL SITE CONSTRAINTS THAT MAY IMPACT PROJECT

Presence of Hazardous Materials	Known to be present
	<input checked="" type="checkbox"/> Possible/Unknown
	Not present/Not applicable
Topography, soils, or other physical challenges	Known to be present
	<input checked="" type="checkbox"/> Possible/Unknown
	Not present/Not applicable
Wetlands or Floodplain	Known to be present
	<input checked="" type="checkbox"/> Possible/Unknown
	Not present/Not applicable

PERMITS THAT WILL LIKELY BE REQUIRED TO COMPLETE PROPOSED PROJECT

This project does not entail property alterations that would require permitting.

Building Department

- Building permits
- Zoning relief: variances, special permits
- Ledge removal by any means-requires a special permit
- Development in Flood plain-requires special permit
- Demolition of any structure/building or portion of any age - requires review by Historical Commission (Demolition & Alteration Delay Ordinance)
- Alterations of historically significant buildings - require review by Historical Commission (Demolition & Alteration Delay Ordinance)
- Sign Design Review

Engineering

- Connection to City systems
- Land Disturbance Permit (more than 2 acres)

Fire Department

- Open air parking (part of license by City Council)
- Garage permit for storage of gasoline (parked vehicles)
- Fire suppression system

Board of Health

- Dumpsters
- Trash storage and disposal
- Extermination

DPW

- Street openings
- Curb-cuts
- Sidewalks
- Connection to infrastructure

FOR CPC USE:

Date Received _____
Date Reviewed _____
Date Applicant Notified _____

Eligible _____
Potentially Eligible _____
Not Eligible _____
More Information Needed _____

COMMENTS: