

## **All Section 3A Action Plans submitted as of April 5, 2023**

This document contains all the Section 3A Action Plans submitted as of April 5, 2023. A list of approved plans can be accessed [here](#), under “Action Plan Submission Statuses.” This document will change as late Action Plans are submitted and Action Plans are corrected or amended.

Supplemental materials were submitted with some Action Plans, the Plans indicate when additional materials were included. Please email [DHCD3A@mass.gov](mailto:DHCD3A@mass.gov) to request a municipality’s supplemental materials.

Some Action Plans have been corrected after submission. A list of municipalities that have submitted corrections is included at the end of this document, please email [DHCD3A@mass.gov](mailto:DHCD3A@mass.gov) to request a municipality’s correction

# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	?Abington
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	1022
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Abington
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	Yes
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<b>Description Area</b>	Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".
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<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	South Weymouth
<b>1.7. Please provide the name of the person filling out this form</b>	Elizabeth Shea
<b>1.7a. Title</b>	Asst. Town Planner
<b>1.7b. Email Address</b>	lshea@abingtonma.gov
<b>1.7c. Phone Number</b>	(781) 982-0069
<b>1.8 Please provide the name of the municipal CEO</b>	Scott Lambiase
<b>1.8b Mailing address of municipal CEO</b>	500 Gliniewicz Way Abington, MA 02351
<b>1.8c Email address of municipal CEO</b>	slambiase@abingtonma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	<p>The Town of Abington will be using municipal staff, the Assistant Town Planner, The Town Manager, the Assessor's staff, the Building Commissioner as well as the Zoning Enforcement Agent. In addition we would like to include, the Zoning Board of Appeals, and the Conservation Commission in the process as well.</p> <p>The Town has also been approved for Technical Assistance. We believe this assistance will come from our Regional Planning Agency (Old Colony Planning Council), we are excited to work with them on this important project.</p>

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town of Abington has a Master Plan which was updated in 2019 with special attention to the Economic Development Supplement, as part of that update.

The Town of Abington has a Housing Production Plan which was updated in 2019 as well.

In order to achieve some of the affordable housing goals that are included in both of those plans the Town recently created an Affordable Housing Trust. A committee has been appointed and they are working diligently to identify opportunities to increase affordable or workforce housing in Abington. A feasibility study was completed in the last year on the Center School, which is no longer used as a school and could be used for affordable housing. The Town is moving forward with packaging two vacant schools for Affordable Housing sites.

In addition, the Town has approved a 144-unit affordable housing project at 0 Plymouth St. which is around the corner and walking distance to the train.

The Town also approve a 199-unit affordable housing project at 0 Summer St. This project is at the commuter rail station, they share the roadway to the station.

There is also a 192-unit affordable housing complex across the street from the commuter rail called "The Woodlands".

The Town has also allowed multi-unit dwellings scattered all around the commuter rail. Specifically, there are 10 units around 350 Summer St., diagonally across from the station. There are also 3–6-unit dwellings all along Centre Ave, and Progress St.

The Town did adopt Transit Oriented Zoning and has granting these multi-unit dwellings around the train station.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

The Town is budgeting for the next fiscal year a consultant/or to hire a Town Planner. One of the primary goals of the consultant or Town Planner would be to look at a mixed-use zoning district in the Rt. 18 corridor that runs through Abington.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
  - c. A new 40R or other overlay zoning district
  - d. A new base zoning district or districts
-

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Use schedule  
Dimensional regulations  
Parking requirements  
Other: using LID's and keeping existing trees

**Explanation:**

In an effort to maintain the Town's tree canopy and to expand the use of low impact development stormwater solutions the Planning Board is looking at revising some zoning and subdivision rules and regulations.

In addition, the Town adopted in 2003 several zoning districts to encourage mixed use development. One of these is the Transit Oriented District. The intent of this district is to "provide a mix of uses on a well buffered site to support commuters and adjacent residential development..". The Planning Board is looking at this overlay district to perhaps expand and amend in order to be compliant.

The Planning Board is also considering creating a new district that would encompass the train station and head towards the Town of Rockland, it would include Rt. 123 (Centre Ave) up to where Target is located.

The Planning Board is also looking at expanding the district toward Abington Center. The Town also amended the zoning for the Town centers in 2003 with an overlay district called "Central Business District" The intent of this district was to "allow for reasonable use .. expansion and redevelopment of those areas of the Town that are currently developed in a building intensive manner" The Town had hoped to create more mixed uses in those areas with residential units on top and retail uses on the bottom.

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**File** <https://massgov.formstack.com/admin/download/file/14004391372>

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Planning Board has looked at several options. They have discussed expanding towards Abington Center and also towards Rockland via Centre Ave. The Board awaits technical assistance to review the options before making a decision. I have attached one of the areas, there is not an option to upload the other map.

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**File** <https://massgov.formstack.com/admin/download/file/14004391374>

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The Town currently has a "Transit Oriented District" overlay where the train station is located. One option the Board is reviewing is to amend the current district to be compliant with the new regulations. A copy of that zoning district is attached.

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**File** <https://massgov.formstack.com/admin/download/file/14004391376>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The Board would like to maintain the Town's tree canopy, which is currently at 42%, and to expand the use of low impact development stormwater solutions.

It is also important to the Town is to make recreation areas more accessible and connected. A concept the Town is working on is connecting some of the recreational areas in Town to one another.

Safe roads and pedestrian access are very important to the Town of Abington. We have a safe/shared streets plan and several of the projects are located around the train station. The Town needs to review this area for to see what improvements can be made for the safety of traffic and pedestrians.

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public outreach

Jan 01, 2023

Apr 11, 2024

**Short Answer**

Developing zoning

May 01, 2023

Jan 30, 2024

**Short Answer**

Applying DHCD's compliance model to test for density and unit capacity

Oct 01, 2023

Dec 30, 2023

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**Short Answer**

Holding planning board hearings

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Jan 01, 2024

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Mar 31, 2024

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**Short Answer**

Holding legislative sessions and adopt compliant zoning

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Apr 01, 2024

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Jun 30, 2024

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**Short Answer**

Submit District Compliance application to DHCD

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Apr 01, 2024

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Jul 31, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Acton
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	1383
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	South Acton MBTA Station
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Kristen Guichard
<b>1.7a. Title</b>	Planning Director/Zoning Enforcement Officer
<b>1.7b. Email Address</b>	kguichard@actonma.gov



<b>1.7c. Phone Number</b>	(978) 929-6631
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Acton Planning Division Economic Development Director Conservation Agent South Acton Vision and Action Plan Advisory Group MAPC as the Town's consultant

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>The Town of Acton is actively working on two area plans with the assistance of MAPC: the South Acton Vision and Action Plan and Connect Powder Mill, a joint project with the Town of Maynard. The South Acton Vision and Action Plan is in Phase 1, while Connect Powder Mill is in Phase 2.</p> <p>Both projects aim to implement goals of the Housing Production Plan, Climate Action Plan and Acton 2020 Master Plan by guiding growth to existing villages, providing a mix of housing options, increasing diversity and inclusion and economic vitality through sustainable land use practices.</p>
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<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
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<b>2.2a. Please briefly describe the housing work underway.</b>	The Town of Acton is supporting and assisting the Acton Housing Authority in its senior housing project at 362 Main Street. Acton has also instituted a new administrative process for a 3rd party civil rights law review of all proposed zoning articles for fair housing implications prior to a zoning public hearing and consideration at Town Meeting. Acton is also evaluating if it can join the adjacent HOME consortium for fair housing testing services.
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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> </ul>
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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Use schedule  
Dimensional regulations  
Parking requirements

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**Explanation:**

Acton does not allow multi-family without a site plan special permit. One option may be to expand the existing South Acton Village District to comply with the 246 acre requirement. If within the South Acton Village District, parking is already reduced, so this probably won't be an issue, but we might need to evaluate it further. Given the small area around the train station, an increase from the limited 36 foot height might be required along with an increase in FAR from the current 0.4.

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The community is actively evaluating this through the South Acton Vision and Action Plan. A survey is live right now asking the community this exact question:

[https://mapc.az1.qualtrics.com/jfe/form/SV\\_8ClfM34q7oKw2TY](https://mapc.az1.qualtrics.com/jfe/form/SV_8ClfM34q7oKw2TY)

Please see attached South Acton Vision and Action Plan scope of work the Town of Acton is working with MAPC on. This plan details the Action Plan Timeline in much more detail than the space provided below.

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**File**

<https://www.formstack.com/admin/download/file/13707967715>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

South Acton contains an historic district; the architectural character is important to the community.

Increasing safety of the area for pedestrians, specifically along School street, Main Street and River Street.

The community is also interested in mixed-use, having some pedestrian scale commercial uses around the train station such as restaurants, coffee shops, and stores.

Environmental sustainability and wetland protection also ranks high as Fort Pond Brook runs through the center of the South Acton Village.

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## **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jul 01, 2022
	Apr 28, 2024
<b>Short Answer</b>	Existing Conditions Analysis
	Sep 01, 2022
	Dec 10, 2022
<b>Short Answer</b>	Section 3A Zoning Compliance Audit
	Jan 01, 2023
	Feb 01, 2022
<b>Short Answer</b>	Unity Capacity Modeling and Scenarios
	Mar 01, 2023
	Feb 28, 2023
<b>Short Answer</b>	Zoning Recommendations/Final Draft
	Apr 01, 2023
	Dec 01, 2023
<b>Short Answer</b>	Zoning Public Hearing
	Mar 01, 2024
	Mar 01, 2024

Short Answer

Town Meeting Adoption

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May 01, 2024

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May 01, 2024

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Short Answer

Submit to DHCD

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Sep 01, 2024

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Sep 01, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Please see attachment above with detailed plan. The Town of Acton was awarded a Technical Assistance Grant from MAPC for Phase 1 and One Stop Grant for Phase 2 of this project. (THANK YOU!)

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Amesbury

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 789

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Angela Cleveland

**1.7a. Title** Director of Community and Economic Development

**1.7b. Email Address** clevelanda@amesburyma.gov

**1.7c. Phone Number** (978) 388-8110 ext. 500

**1.8 Please provide the name of the municipal CEO** Cassandra Gove

**1.8b Mailing address of municipal CEO** 62 Friend Street  
Amesb, MA 01913

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**1.8c Email address of municipal CEO** govek@amesburyma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Nipun Jain, Planning Director  
Adam Krans, Community Development and Housing Manager  
Eric Halvorsen, RKG Associates  
Emily Innes, Innes Associates

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

\* Became a Housing Choice Community in 2020  
\* Adopted a Housing Trust and established the Board in 2021  
\* Currently completing a Housing Element of our Master Plan  
\* Completed our last Housing Production Plan in 2018, updating it now. It identified several locations, including our proposed new 40R district, for expansion of smart growth and housing opportunities. We identified that location for compliance with MBTA Communities.  
\* In 2022 we created the "At Home in Amesbury Campaign" to promote our comprehensive housing strategies being implemented over the next 2 years. Here is the website:  
<https://www.amesburyma.gov/627/At-Home-In-Amesbury>  
\* Received a Housing Choice grant to create an ADU Ordinance and update our Affordable Housing Ordinance

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

Please see above.

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

a. An existing zoning district or districts that might already comply with the Section 3A Guidelines  
b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines  
c. A new 40R or other overlay zoning district

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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

1. The East End Smart Growth District - proposed. This is mostly vacant land located at the gateway to our community. The north side of the District is served by MeVA Transit, and the south side will be within several months. See here for more information:  
<https://www.amesburyma.gov/259/East-End-Smart-Growth-Overlay-District-4>

2. The existing 40R District, Amesbury Gateway Village, will be modified to accommodate 150 Condominiums. We are currently working with DHCD on the process. There are currently 240 apartments in that district.

3. The Lower Millyard District is located adjacent to our downtown and currently has an overlay district to allow for mixed use. We feel this district might already be eligible. See the attached PDF for the boundaries of this District.

4. The Golden Triangle is located next to the proposed new 40R district along Elm Street. It was zoned Office Park many years ago to accommodate new growth in office spaces, particularly for Partners about 10 years ago. It is a former agricultural land and is a Priority Development Area of local, regional, and State significance. A developer is interested in building 350-400 units on about 40 acres of upland. We have been talking with him for about 10 months now.

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Use schedule

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**Explanation:**

We are currently working with our consultants from RKG and Innes Associates to determine the changes needed.

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Please see attached for the potential locations.

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**File**

<https://massgov.formstack.com/admin/download/file/14071667077>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Amesbury is definitely looking at access to transit. We also would like to incorporate retail - we don't want these locations to be isolated housing areas without access to services. For at least two districts, we are planning for expansion of sewer and water capacity. Lastly, park/open space access is essential.

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## **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.

Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach - At Home in Amesbury Campaign
	Jan 31, 2023
	Jan 01, 2025
<b>Short Answer</b>	Applying DHCD's Compliance Model
	Jan 01, 2023
	Mar 30, 2023
<b>Short Answer</b>	Working with Consultant (RKG/Innes) to determine exact districts and changes
	Jan 15, 2023
	Apr 30, 2023
<b>Short Answer</b>	Holding a joint City Council/Planning Board hearing/workshop to discuss potential changes
	Apr 15, 2023
	May 15, 2023
<b>Short Answer</b>	Developing zoning
	May 15, 2023
	Dec 31, 2023
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning



Jan 12, 2024

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Apr 30, 2024

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**Short Answer**

Submit District Compliance application to DHCD

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May 01, 2024

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May 15, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Andover

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 2031

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Andover Station  
Ballardvale Station

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Paul Materazzo

**1.7a. Title** Planning Director

**1.7b. Email Address** paul.materazzo@andoverma.us

<b>1.7c. Phone Number</b>	(978) 623-8650
<b>1.8 Please provide the name of the municipal CEO</b>	Andrew Flanagan
<b>1.8b Mailing address of municipal CEO</b>	36 Bartlet Street Andover, MA 01810
<b>1.8c Email address of municipal CEO</b>	monica.gregoire@andoverma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The core team is as follows:  Town of Andover Planning Staff Barrett Planning Group, LLC (Providing Technical Assistance through MHP's MBTA Communities Technical Assistance Program) Town of Andover Planning Board

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	In 2015, The Town of Andover approved the Historic Mill District (section 8.7 of The Town of Andover Zoning by-law), an overlay district with 100 acres of land near the Andover Commuter rail station. This overlay district allows for density of up to 40 acres through the Special Permit process.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	The Town of Andover is starting to work on an update to the Housing Production Plan.

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> </ul>
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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
 Use schedule  
 Dimensional regulations

**Explanation:**

Section 8.7.3.2 Historic Mill District (HMD) currently requires Applicants to seek a Special Permit. Under the current zoning, the minimum requirement for a residential use in the HMD is 3,000 sq feet of lot area per dwelling unit. We see in our analysis that our proposed district exceeds the potential unit development when the 3,000 sq.ft. is not taken into account.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

In 2015, The Town of Andover approved the Historic Mill District (see section 8.7 of The Town of Andover Zoning by-law), an overlay district with 100 acres of land near the Andover Commuter rail station. This overlay district allows for density of up to 40 acres through the Special Permit process. Due to the existing, approved overlay in the Andover District, we believe that the MBTA Communities district would present an opportunity to down zone from the already approved zoning in the HMD District.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The Town of Andover seeks to encourage smart growth, and to foster a range of housing opportunities within mixed-use development projects, to be proposed in a distinctive and attractive site development program that promotes compact design, preservation of open space, and a variety of transportation options, including enhanced pedestrian access to employment and nearby transportation systems. The Town of Andover also requires residential developments a minimum of 15% of the total dwelling units proposed to be affordable.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
 Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

<b>Description Area</b>	Finish
<b>Short Answer</b>	Community Engagement
	Jan 25, 2023
	May 01, 2024
<b>Short Answer</b>	Submit Compliance Model
	Jan 31, 2023
	Jan 31, 2023
<b>Short Answer</b>	Develop Zoning Amendment
	Jan 31, 2023
	Oct 31, 2023
<b>Short Answer</b>	Hold Public Hearings
	Oct 31, 2023
	Nov 30, 2023
<b>Short Answer</b>	Town Meeting Approval
	May 01, 2024
	May 03, 2024
<b>Short Answer</b>	MBTA Communities Adoption
	Dec 31, 2024
	Dec 31, 2024

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.** We may want to consider future development of two surface lots currently owned by the Town within the half-mile buffer of the Andover Commuter Rail Station. These lots are currently noted as institutional parcels due to the current ownership. These parcels are excluded in the compliance model calculations; however, we see them as potentially developable, and they are included in the Andover Station Boundary.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Arlington

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 2046

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Claire Ricker

**1.7a. Title** Director, Department of Planning and Community Development

**1.7b. Email Address** cricker@town.arlingotn.ma.us

**1.7c. Phone Number** (781) 316-3090

**1.8 Please provide the name of the municipal CEO** Sandy Pooler

**1.8b Mailing address of municipal CEO** 730 Massachusetts Avenue  
Arlington, MA 02476

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**1.8c Email address of municipal CEO** spooler@town.arlington.ma.us

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Staff include Claire Ricker, DPCD Director and Kelly Lynema, DPCD Assistant Director, and Teresa Marzilli, Engagement Coordinator. An eight-member MBTA Communities Working Group of the Arlington Redevelopment Board has been established to guide this process, comprised of Arlington residents including two Redevelopment Board members, and residents including architects, urban planners, and individuals with expertise in housing, outreach, and development.

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** Arlington's Master Plan (2015) sets forth the following housing goals:

- Encourage mixed-use development that includes affordable housing, primarily in well-established commercial areas.
- Provide a variety of housing options for a range of incomes, ages, family sizes, and needs.

The Master Plan also recommended completion of a Housing Production Plan, which was accomplished in 2016 and updated in 2022. The HPP, along with the Connect Arlington Sustainable Transportation Plan, the Net Zero Action Plan, and the Fair Housing Acton Plan, specifically recommends that the Town adopt zoning to comply with M.G.L. c40A, Section 3A. Other key relevant strategies include:

- Updating the regulations of the R2, R3, and R4 districts to allow three-family dwellings and townhomes by right.
- Actively implement the Connect Arlington plan by focusing on active transportation options for new development and amending current parking requirements and parking design standards for residential projects.
- Explore options to establish a 40R "Smart Growth" overlay district.
- Improve development opportunities along major corridors and incorporate density bonuses for increased affordability.
- Consider options for discouraging single-story commercial buildings in the Town's business and mixed-use districts.
- Increased the amount of land zoned for multifamily development and/or reorganize existing multifamily districts.
- Provide for "Missing Middle" zoning along minor collector streets in walkable residential neighborhoods.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

The Arlington Affordable Housing Trust completed their Action Plan in 2022, and is actively working on allocating local funding to the production of affordable housing. A collaboration of trustees, residents, staff, and members of the Arlington Redevelopment Board are working on the development of an Affordable Housing Overlay to advance to Special Town Meeting simultaneously with MBTA Communities Zoning.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

In November, DPCD staff held a public educational and listening session to describe MBTA Communities, the planning process proposed for Arlington, and suggest several options for preliminary feedback from the community. These options are included in the presentation slides (attached), and consist of the following potential scenarios:

- An overlay district along Arlington's primary commercial corridors (Mass Ave and Broadway)
- An overlay district set back 50 to 100' from Arlington's commercial corridors to maintain commercial activity along the corridors
- Multiple overlay districts distributed across towns within each neighborhood, with higher density subdistricts including height bonuses for ground floor commercial
- An overlay district adjacent to the Minuteman Bikeway and other shared use paths
- Overlay districts within a proximity of bus lines and or bus stops
- Overlay districts within a proximity of parks and open space

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**File**

<https://massgov.formstack.com/admin/download/file/14092725147>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Maintaining and supporting growth in the Town's limited commercial districts; encouraging walkability, transit ridership, and active transportation; creating increased demand and more frequent bus service to and from town; distributing districts equitably across town; walkability and access to open space and recreational opportunities; preserving and expanding the Town's street tree canopy; supporting diverse range of incomes, ages, and racial/ethnic backgrounds; and achieving more than just compliance by accomplishing goals and objectives from other recent plans.

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## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Create and convene Working Group

Dec 10, 2022

Oct 31, 2023

**Short Answer**

Public Outreach

Nov 10, 2022

Oct 31, 2023

**Short Answer**

Develop zoning scenarios, test with compliance model

Feb 01, 2023

Apr 30, 2023

**Short Answer**

Public feedback on scenarios

May 01, 2023

Jun 30, 2023

**Short Answer**

Finalize preferred zoning, test with compliance model

Jul 01, 2023

Aug 15, 2023

**Short Answer**

Redevelopment Board hearings for Town Meeting

Sep 01, 2023

Oct 15, 2023

**Short Answer**

Special Town Meeting to adopt compliant zoning

Oct 15, 2023

Oct 31, 2023

**Short Answer**

Submit District Compliance application to DHCD

Nov 01, 2023

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Ashburnham

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 137

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Rebecca Merrell

**1.7a. Title** Town Planner

**1.7b. Email Address** rmerrell@ashburnham-ma.gov

**1.7c. Phone Number** (978) 827-4100 ext. 121

**1.8 Please provide the name of the municipal CEO** Brian Doheny

<b>1.8b Mailing address of municipal CEO</b>	32 Main Street Ashburnham, MA 01430
<b>1.8c Email address of municipal CEO</b>	bdoheny@ashburnham-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Rebecca Merrell- Town Planner  Planning Board Members: Walt Meissner, Larry Boudreau, Lyndsy Butler, Stephen P Croswell, David Perry, Roger Hoyt  Montachusett Regional Planning Commission  Potential other consultants TBD as needed

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	MRPC is working on it Projected to be finished approximately June 2023
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Creating a multifamily housing bylaw to require sidewalks and common open space in new multifamily development. Will also set parking standards, trash collection standards and other regular standards. The design of this bylaw is to have it passed with a zone that allows multifamily as of right to eases residents' concerns.

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines d. A new base zoning district or districts
<b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b>	Use schedule

<b>Explanation:</b>	The existing or a new district would need to allow 15 units per acre.
<b>3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.</b>	The Town of Ashburnham intends to either change existing zoning of Village Center Commercial or create a new mixed-use zoning district. Potential areas have been preliminarily reviewed for consideration, such as land on school St. At this time, the Town Planner, Planning Board and MRPC intends to conduct additional discussion and review of other potential areas using the DHCD Compliance Model.
<b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b>	<p>Access to town sewer and water</p> <p>Proximity to Town Center amenities</p> <p>Proximity to other services and amenities</p> <p>Pedestrian and bicycle connectivity (sidewalks, crosswalks, Rail Trail, etc.)</p> <p>Environmental impacts</p> <p>Traffic impacts</p>

## Section 4: Action Plan Timeline

<b>Description Area</b>	This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD
<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jan 01, 2023
	Oct 31, 2025
<b>Short Answer</b>	Developing Writing/Zoning

Jan 01, 2023

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Aug 01, 2025

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**Short Answer**

Apply DHCD's Compliance Model to test for density & unit capacity

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Jul 01, 2023

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Jul 01, 2024

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**Short Answer**

Holding Planning Board Hearings

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Aug 01, 2022

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Aug 01, 2025

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**Short Answer**

Holding Legislative Sessions & Adopting Compliant Zoning (Presentation to Select Board and Town Meeting Vote)

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May 01, 2024

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Oct 31, 2025

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**Short Answer**

Submitting District Compliance Application to DHCD

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Jan 01, 2025

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Oct 31, 2025

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Ashby

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 62

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Elizabeth Wood

**1.7a. Title** Land Use Agent

**1.7b. Email Address** elizabethjwood@hotmail.com

**1.7c. Phone Number** (307) 751-0296

**1.8 Please provide the name of the municipal CEO** Jim Blood

**1.8b Mailing address of municipal CEO** 895 Main Street  
Ashby, ME 01431

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**1.8c Email address of municipal CEO** tadministrator@ashbyma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

- ? Elizabeth Wood- Land Use Agent
- ? Ashby Planning Board Members
  - o Jeanie Lindquist (Chair)
  - o Alan Pease
  - o James Hargreaves
  - o Tricia Foster
  - o Terri Cantor
- ? Montachusett Regional Planning Commission

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

- ? Ashby Housing Production Plan (2018)
  - o Collaborate with Private Non-Profit Organizations
  - o Continue efforts to expand the housing options for an aging population for age restricted, senior, and assisted-living housing
  - o Create more affordable housing
  
- ? Community Development Plan (2004)
  - o Establish inclusionary/incentive zoning for subdivisions
  - o Explore the possibility of a "friendly 40B" or Local Initiative Program project on town-owned or private property
  - o Inventory and study the feasibility of using town owned land or buildings for affordable housing
  - o Seek technical assistance from the Massachusetts Housing Partnership
  
- ? Build - Out and Development Impact Study (2013)
- ? Ashby Sustainable Economic Development Plan (2011)

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

? Natural Resource Protection Zoning Bylaw (NRPZ) o NRPZ seeks to base the number of houses in a new development using a formula that takes into account the character of the land (design with the terrain) and protect and preserve natural resources and environmental value of the land. NRPZ is a means to resolve conflicts between development and conservation (smart growth concept).

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The town of Ashby intends to create a new Overlay Zoning District(s) and is currently considering potential overlay areas in the southeastern corner of the Town of Ashby near Ashby's municipal border with the City of Fitchburg (location of MBTA Commuter Rail).

Proximity and access to the MBTA Commuter Rail in Fitchburg and required acreage are the two main factors Ashby is considering for the parcel(s) that will comprise the proposed overlay district(s). Proximity to Fitchburg is important because it is the closest community to Ashby with an MBTA commuter rail station. Fitchburg also provides job opportunities, grocery stores, social services, and several other amenities to residents of Ashby. The district acreage is being considered as well to meet the criteria of zoning for 62 units while maintaining a 15 unit per acre density. Ashby is mindful of this requirement and are only considering districts of sufficient acreage to meet this criteria. All parcels currently being considered are under private ownership and are zoned Residential/Agricultural. \*

\* "Developable land" means land on which multi-family housing can be permitted and constructed. For purposes of these guidelines, developable land consists of: (i) all privately-owned land except lots or portions of lots that meet the definition of excluded land, and (ii) developable public land. "Developable public land" means any publicly-owned land that (i) is used by a local housing authority; (ii) has been identified as a site for housing development in a housing production plan approved by DHCD; or (iii) has been designated by the public owner for disposition and redevelopment. Other publicly-owned land may qualify as developable public land if DHCD determines, at the request of an MBTA community and after consultation with the public owner, that such land is the location of obsolete structures or uses, or otherwise is suitable for conversion to multi-family housing, and will be converted to or made available for multi-family housing within a reasonable period of time.

<https://www.mass.gov/doc/data-sources-and-methodology-document-link/download>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

- ? Proximity to Fitchburg
- ? Proximity to recreation (Willard Brook State Forest, Pearl Hill State Park)
- ? Walkability, bikeability, trail connections
- ? Environmental impacts
- ? Traffic impacts

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## **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jun 01, 2023
	Jun 30, 2025
<b>Short Answer</b>	Developing/Writing Zoning
	Jun 01, 2023
	Apr 01, 2025
<b>Short Answer</b>	Applying DHCD's Compliance Model to test for density & unit capacity
	Oct 01, 2023
	Jul 01, 2024
<b>Short Answer</b>	Holding Planning Board Hearings
	Oct 01, 2023
	Aug 01, 2025
<b>Short Answer</b>	Holding Legislative Sessions & Adopting Compliant Zoning (Presentation to Select Board and Town Meeting Vote)
	Jan 01, 2024
	Jun 30, 2025
<b>Short Answer</b>	Submitting District Compliance Application to DHCD
	May 01, 2025



# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Ashland
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	1124
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Pleasant St and Cordaville Rd, Ashland, MA 01721
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Peter Matchak
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<b>1.7a. Title</b>	Director of Planning
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<b>1.7b. Email Address</b>	pmatchak@ashlandmass.com
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**1.7c. Phone Number** (508) 881-0100 ext. 7927

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**1.8 Please provide the name of the municipal CEO** Michael Herbert

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**1.8b Mailing address of municipal CEO** Ashland Town Hall  
101 Main Street  
Ashland, MA 01721

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**1.8c Email address of municipal CEO** mherbert@ashlandmass.com

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Peter Matchak, Director of Planning  
The town is working to create an updated Master Plan. This core team will include a planning consultant and a town steering committee.

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## **Section 2: Housing Overview**

---

**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

To date, the community has continued to study the current housing market and demands in Ashland and the MetroWest region while planning for the future. Ashland with the help of the Metropolitan Area Planning Council in 2021 completed an update to the community's Housing Production Plan in a two-step housing project. First, the HPP was completed and accepted by the Commonwealth, however, the second step proposing the adoption of an inclusionary zoning bylaw is a work in process. Ashland's housing goals are to foster the continued growth of all housing types ranging from single-family residential to affordable senior housing.

Ashland's continued work studying housing needs and setting future goals has included MBTA (3A) zoning. Focusing on MBTA Zoning, Ashland has done a self-assessment of the current zoning surrounding the Ashland commuter rail station. There are five zoning districts and seven sub-districts within a half mile of the Ashland Commuter Rail Station. These districts include Residential A (RA), Residential B (RB), Industrial (IND), Ashland Downtown Districts sub-districts A and C (ADD-A and ADD-C), and all sub-districts in the Rail Transit District (RTD-A through RTD-E). Of these 10 districts and sub-districts, only ADD-A substantially meets the accepted guidelines. Other zoning districts in the .5-mile radius could meet the MBTA guidelines with small amendments, while the remaining districts would need substantial reworking to meet the requirements.

Furthermore, Ashland is at the beginning stages of updating the town's master plan. This past fall the community funded a new master planning process last completed in 2003. This cumbersome planning effort has started internally and the community plans to publish an RFP in the spring of 2023. The community-wide master planning process will incorporate MBTA zoning shaping the area around the Ashland commuter rail station for the decades to come.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

Ashland is in the process of updating their Master Plan.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Use schedule  
Dimensional regulations

---

**Explanation:**

There are five zoning districts and seven sub-districts within a half mile of the Ashland Commuter Rail Station. These districts include Residential A (RA), Residential B (RB), Industrial (IND), Ashland Downtown Districts sub-districts A and C (ADD-A and ADD-C), and all sub-districts in the Rail Transit District (RTD-A through RTD-E).

Currently, the ADD-A overlay district comes the closest to meeting the guidelines of these 10 districts and sub-districts. Furthermore, three existing sub-districts ADD-C, RB, and RTD-E could meet the guidelines with amendments, while the remaining districts would need substantial reworking to meet the all requirements. To meet the MBTA zoning requirements Ashland will need to update the identified zoning districts.

With the funding approved for a master planning process which is in the beginning stages Ashland will look to study all options to implement MBTA Zoning through a community planning public planning process.

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The ADD-A district is an overlay district that makes up approximately 23 acres within a half-mile radius, mostly along the southern side of Pleasant Street. ADD-A allows multi-family housing by right and does not place age or size limits on the housing. Currently, there is no minimum gross density within the existing ADD-A overlay district. Therefore, a minimum gross density requirement of 15 units per acre or an analysis showing that this minimum density is possible will need to be completed to ensure this district fully complies with the new MBTA zoning requirements.

Other zoning districts such as ADD-C district covers approximately 3 acres within the half-acre radius. This area allows multi-family housing by special permit and does not place age or size limits on the housing. There is no minimum gross density within the existing bylaw. In order to comply with the requirements, multi-family housing use would need to be allowed by right instead of a special permit. A minimum gross density requirement may be needed to ensure this district fully complies with the requirements.

There are additional areas outside of the half-mile radius which have the potential to be included. First and foremost, is the downtown area which is just outside of the .5 mile radius and is a great opportunity to promote the goals of the MBTA zoning by providing the community with housing options in a more traditional high density housing pattern. A second option of the community would be to look at RTD-E zoning district which comprises 44 acres within a half-mile radius. This area already comprises the "the Cirrus" development a 398 existing rental units development and a permitted 180 unit friendly 40B development.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Non-housing characteristics that are important to the community are the following:

- Nyanza: The proximity of the Nyanza Superfund site to Ashland's commuter rail station limits the area in which housing is an appropriate use of the due to contamination.
- Density: Respect of traditional housing patterns that are in close proximity of the rail station. This is a new rail station which was relocated from the downtown in the early 2000's.
- Location: Flexibility to consider using more of the Downtown area to meet the requirements.
- Water and sewer capacity of existing infrastructure.
- Walkability and connectivity to the existing downtown pedestrian infrastructure.

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**Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.

Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach
	Jul 01, 2023
	Nov 30, 2023
<b>Short Answer</b>	Developing zoning
	Dec 01, 2023
	Feb 29, 2024
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Mar 01, 2024
	Jun 30, 2024
<b>Short Answer</b>	Holding planning board hearings
	Jul 01, 2024
	Sep 30, 2024
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning
	Oct 01, 2024
	Nov 29, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Nov 30, 2024



## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Attleboro

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 2865

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Downtown Attleboro station  
South Attleboro station (along Attleboro/Pawtucket line)

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Gary Ayrassian

**1.7a. Title** Director of Planning and Development

**1.7b. Email Address** cityplanner@cityofattleboro.us

<b>1.7c. Phone Number</b>	(505) 223-2222 ext. 3143
<b>1.8 Please provide the name of the municipal CEO</b>	James DiLisio
<b>1.8b Mailing address of municipal CEO</b>	77 Park Street - Office of the Mayor Government Center Attleboro, MA 02703
<b>1.8c Email address of municipal CEO</b>	mayor@cityofattleboro.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Municipal planning staff Zoning Board of Appeals Planning Board Barrett Planning Group, LLC (consultant) SRPEDD (RPA - as needed under municipal assistance time)

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## **Section 2: Housing Overview**

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Predicated on the relevant goals, strategies and objectives contained in the Comprehensive Plan adopted in June 2012, the city has encouraged multi-family development: (a) around the Downtown Attleboro MBTA station that has resulted in the construction of 482 multi-family dwelling units (330 market rate, 93 senior housing units, and 59 workforce units) within the last six years or so; there are two more now in the permitting pipeline with well over 200 residential units, (b) within 4/5-mile of the South Attleboro MBTA station the approval of a mixed-use development containing 325 market rate residential dwelling units. Construction is expected to commence fall 2023, and (c) implementation of the streetscape improvements strategy. In addition, municipal staff, Planning Board, and Redevelopment Authority prepared a Transit Oriented Development zoning ordinance that was adopted by the Municipal Council in 2015. It was a new zoning category and covered a land area of approximately 17 acres that abutted Downtown Attleboro, the "Central Business" zoning district, and the Downtown Attleboro MBTA Station. The city subsequently applied for and was awarded \$4.7MM MassWorks grant to design and construct Riverfront Drive within the TOD -- a 3/4-mile roadway containing water, sewer, and drainage infrastructure along with utilities, decorative street lights, a public park with a multi-purpose recreational path, and on-street parking. Its purpose is to serve the development of the TOD and accommodate traffic from the Downtown MBTA station. The design was completed in 2016 and construction was completed in late-2017. To date, it has yielded the construction of Renaissance Station North (82 residential units) and One Wall Street (136 residential units). The Redevelopment Authority is working with the Economic Development Office and the Department of Planning and Development on the development of the TOD site -- mixed-used, public places, a public parking garage that would accommodate commuter parking as well as serve the TOD/general public, cultural venues, restaurants, a walkable "community" with less reliance on the vehicle; an additional 300 residential units are anticipated.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

At the request of the Department of Planning and Development, the Municipal Council appropriated funding for the preparation of a Housing Needs Assessment / Implementation Strategy. The funds will be used to hire a consultant to work with municipal staff and an Ad Hoc Steering Committee. Work is expected to commence in March 2023 and be completed by the end of the calendar year.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines  
d. A new base zoning district or districts  
e. Other zoning strategy

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Use schedule  
Dimensional regulations  
Parking requirements  
Other: To be determined.

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**Explanation:**

The city will be hiring Barrett Consulting Group, LLC with grant funds from the MHP. All of the above is on the table for consideration

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The district's potential location will be along the perimeter of the "Central Business" and "Transit Oriented Development" zoning districts -- where along the perimeter, we have not yet decided, not even in wet cement. Being an old city, these two zoning districts are surrounded by a myriad of zones, high density "General Residence" zoning, "General Business" zoning, "Industrial" zoning, pre-existing non-conforming uses, public places, religious and secular institutions. So selecting a 50-acre district, two 25-acre districts, so forth, the city will certainly comply with the requirements of the Act. We will need the guidance of the consultant and rely on the outcome of the planning charrettes. This is the best I can offer at this time.

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**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

Generally -- initially, public education for the Municipal Council., Planning Board, Zoning Board of Appeals, other City Boards and Commissions as applicable, and of course a community meeting. Thereafter, identify the potential area(s) for the §3A district, develop a working set of existing conditions including zoning map for use during the project, work with consultant to evaluate potential opportunities in existing districts zoned for higher-density development. Thereafter, evaluate proposed district for compliance with location, size, and minimum unit capacity - exporting/importing parcel data into the compliance model for the one or two areas selected for analysis, determine parcel overrides in the model if changes to constrained land are required, running the model to test for compliance with district size, unit capacity, density metrics, test potential modifications and amendments to district boundaries, preparation of initial recommendations to reach compliance.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Complementary elements to bridge/harmonize the §3A district with the future direction of the downtown/central business district and with the Transit Orientation Development district. In addition, and noted previously, to make for a walkable community with less reliance on the automobile, easy access to the Downtown MBTA commuter rail station, bike lanes, public spaces, street level commercial, integration of the Ten Mile River / Balfour Riverwalk verdant green / Judith Robbins Park / Kevin Dumas cantilevered river walkway, street trees and decorative lighting, improved sidewalks, parking.

**Section 4: Action Plan Timeline**

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach (ongoing)
	Mar 01, 2023
	Mar 01, 2024
<b>Short Answer</b>	Developing zoning
	May 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Jan 01, 2024
	Feb 28, 2024
<b>Short Answer</b>	Holding planning board hearings



Mar 01, 2024

May 31, 2024

**Short Answer**

Holding legislative sessions and adopt compliant zoning

Jun 01, 2024

Jul 31, 2024

**Short Answer**

Submit District Compliance application to DHCD

Aug 01, 2024

Oct 31, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Auburn

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Adam Menard

**1.7a. Title** Town Planner

**1.7b. Email Address** amenard@town.auburn.ma.us

**1.7c. Phone Number** (508) 832-7704

**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

Town Manager  
Planning Board

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Expand upon types of allowable housing stock.  
? Consider amending zoning bylaw to allow cluster housing in certain areas of town.  
? Amend zoning to allow houses on non-conforming lots that have adequate public water, sewer, and access  
Continue progress to meet Affordable Housing / 40B requirements.  
? Collaborate with the Auburn Housing Authority to expand current stock of housing.  
? Work with the developer to complete Mary B Stone and Julia Bancroft redevelopment projects into senior housing.  
? Actively seek developers interested in building affordable housing, consider tax credits as an enticement to developers.  
? Adopt a 40R Smart Growth Overlay District.  
? Determine the supply and demand for senior housing, both market rate and affordable housing, and plan for the housing stock to meet the needs of the aging population.  
? Explore Inclusionary Zoning, an affordable housing tool that links the production of affordable housing to the production of market-rate housing.  
4. Develop options for senior and age in place housing.  
? Encourage the use of the Massachusetts Local Initiative Program, which works with developers seeking to build single or multi-family homes, condominiums or apartments where a certain percentage of the units are proposed to be affordable and work with town officials to obtain approval.  
? Consider tax increment financing for developers constructing senior housing.  
? Develop marketing tools to actively promote prime locations for development.

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2.2. Is this municipality currently working on any other planning for housing? Yes

2.2a. Please briefly describe the housing work underway. Update of the Housing Production Plan to begin soon

### Section 3: Preliminary Zoning Strategies

3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply) a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents. At the October 2022 Town Meeting a zoning change was approved to change the RA, RB, and LB zoning districts from Special Permit to Site Plan Approval for apartments.

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district? Walkability, municipal services

### Section 4: Action Plan Timeline

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

**Short Answer** Public outreach

Mar 02, 2023

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May 01, 2023

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**Short Answer**

Developing zoning

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Jan 01, 2023

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May 01, 2023

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**Short Answer**

Applying DHCD's compliance model to test for density and unit capacity

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Dec 01, 2022

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Dec 30, 2022

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**Short Answer**

Holding planning board hearings

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Apr 01, 2023

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Apr 30, 2023

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**Short Answer**

Holding legislative sessions and adopt compliant zoning

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May 16, 2023

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May 16, 2023

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**Short Answer**

Submit District Compliance application to DHCD

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May 17, 2023

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Dec 30, 2023

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Ayer
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	750
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Ayer Commuter Rail Station
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Mark Archambault
<b>1.7a. Title</b>	Town Planner
<b>1.7b. Email Address</b>	marchambault@ayer.ma.us

<b>1.7c. Phone Number</b>	(978) 772-8218
<b>1.8 Please provide the name of the municipal CEO</b>	Robert Pontbriand
<b>1.8b Mailing address of municipal CEO</b>	Town Hall One Main Street Ayer , MA 01432
<b>1.8c Email address of municipal CEO</b>	rpontbriand@ayer.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Alan Manoian, Director of Community and Economic Devt.  Jonathan Vos, Montachusett Regional Planning Commission  Kayla Kress, Montachusett Regional Planning Commission

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Ayer has a Housing Production Plan and an Affordable Housing Committee. Ayer allows accessory apartments in its residential zoning districts.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Ayer just approved a 'friendly 40B' at 76 Fitchburg Road that will be operated by NOAH.

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The General Residence Districts, as well as the Downtown / Park Street Form-Based Code District and the West Ayer Village Form-Based Code district.

The Montachusett Regional Planning Commission (MRPC) can send the DHCD the MBTA Excel spreadsheets that demonstrate compliance with the Act.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Public Transit, bike lanes, sidewalks and possible transit shuttles between Ayer and companies in nearby Devens.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Confirm compliance with the MBTA Communities Act.

Feb 01, 2023

Jun 30, 2023

**Short Answer**

Submit district compliance application with the DHCD

Feb 01, 2023

Jun 30, 2023

**Short Answer**

Nothing further if compliant

Feb 01, 2023

Jun 30, 2023



<b>Short Answer</b>	Nothing further
	Feb 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Nothing further
	Feb 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Nothing further
	Feb 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Nothing further
	Feb 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Nothing further
	Feb 01, 2023
	Jun 30, 2023
<b>If there is any other feedback you would like to share about the compliance process, please use this space to provide it.</b>	As Ayer believes it is in compliance with the provisions of the MBTA Communities Act based upon model runs performed with the assistance of the MPRC, we seek to complete any forthcoming paperwork that will be needed to demonstrate such compliance.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Bedford

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Tony Fields

**1.7a. Title** Planning Director

**1.7b. Email Address** afields@bedfordma.gov

**1.7c. Phone Number** (781) 275-1548

**1.8 Please provide the name of the municipal CEO** Sarah Stanton

<b>1.8b Mailing address of municipal CEO</b>	10 Mudge Way Bedford, MA 01730
<b>1.8c Email address of municipal CEO</b>	sstanton@bedfordma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Catherine Perry, Assistant Planner Chris Nelson, GIS Analyst Jeffrey King, Housing & Economic Development Director Steven Hagan, Planning Board Chair Christopher Gittins, Planning Board Member Amy Lloyd, Planning Board Member Jacinda Barbehenn, Planning Board Member Todd Crowley, Planning Board Member

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>2021 zoning amendment to allow freestanding ADUs by right in all residential districts.</p> <p>2019 Bedford Housing Study - setting goals to diversify Bedford housing stock.</p> <p>2018 adoption of Great Road Zoning Districts, allowing for multifamily housing in mixed use.</p> <p>2013 Comprehensive Plan</p> <p>Bedford is believed to have the highest SHI among "towns" in the Commonwealth.</p> <p>Bedford recently used CPA funds to buy permanent protection for 92 expiring affordable housing units.</p> <p>Bedford continues to create affordable housing units through its mixed-use zoning options and planned residential developments.</p>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	A proposal to allow two-family dwellings by right in all residential districts will be presented at the 2023 Annual Town Meeting. The Town is actively reviewing a friendly 40B at 330 South Road, and in early discussion for a potential friendly 40B on Carlisle Road.

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## Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- e. Other zoning strategy

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Use schedule

**Explanation:**

Multifamily currently permitted in mixed use scenarios, above and/or behind commercial storefront in Great Road Districts by special permit. Compliance would require that multifamily be allowed by right, and without commercial element?

**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

Town seeking to use technical assistance in exploring various locations throughout town that may be determined to be suitable for multifamily housing.

Also exploring the implications of designated existing multifamily housing developments, whether 40B or mixed use, and whether affordability components would be lost if brought into compliance with zoning.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Proximity to bus routes, proximity to activities of daily living and street retail, walkability, water and sewer infrastructure capacity.

A concern is not to displace key retail sites, while being keen to use adjacent housing to strengthen them.

## **Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jan 01, 2023
	Mar 31, 2024
<b>Short Answer</b>	Developing Zoning
	Jan 01, 2023
	Aug 31, 2023
<b>Short Answer</b>	Applying compliance model
	Mar 15, 2023
	Sep 30, 2023
<b>Short Answer</b>	Planning Board hearings
	Nov 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Legislative Sessions to adopt zoning
	Mar 01, 2024
	Mar 31, 2024
<b>Short Answer</b>	Submit application to DHCD
	Apr 01, 2024
	May 31, 2024
<b>If there is any other feedback you would like to share about the compliance process, please use this space to provide it.</b>	Initial strategy was to continue infill development of multifamily housing within business districts, as was already occurring. Requiring multifamily to "stand alone" means potential loss of retail/restaurant/services that may change the fabric of the mixed use neighborhoods if we continue that strategy. DHCD should revisit the allowance in the preliminary guidance for multifamily as part of mixed use, when the underlying zoning is a business or industrial district.

Form Name:	Action Plan for MBTA Communities
Submission Time:	December 16, 2022 11:28 am
Browser:	Chrome 107.0.0.0 / Windows
IP Address:	73.234.174.31
Unique ID:	1047609848
Location:	

## Action Plan for MBTA Communities

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### Description Area

Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

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## Section 1: Identification

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### Description Area

The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

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#### 1.1 MBTA Community Name

Bellingham

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#### 1.2. Community Category

Adjacent community

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#### 1.3. Multifamily Unit Capacity Requirement

750

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#### 1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?

No

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#### 1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?

No

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#### 1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?

No

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#### 1.7. Please provide the name of the person filling out this form

Denis Fraine

---

#### 1.7a. Title

Town Administrator

---

#### 1.7b. Email Address

dfraine@bellinghamma.org

---

<b>1.7c. Phone Number</b>	(508) 657-2892
<b>1.8 Please provide the name of the municipal CEO</b>	Donald Martinis
<b>1.8b Mailing address of municipal CEO</b>	10 Mechanic Street Bellingham, MA 02019
<b>1.8c Email address of municipal CEO</b>	DFRAINE@BELLINGHAMMA.ORG
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Town Administrator, Building Commissioner, DPW Director, Selectboard, Planning Board, and Planning Staff

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## **Section 2: Housing Overview**

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Housing Production Plan, 2019

- Manage growth appropriately to maintain character and vitality and avoid negative consequences with respect to traffic, utilities, services, and environmental impacts.
- Continue to offer a cohesive sense of place with a range of living environments, reflecting its three villages and suburban and semi-rural areas.
- Provide diverse housing styles for a full range of income levels and variety of population needs, recognizing in particular a growing population of seniors and smaller households.
- Protect natural and cultural resources.
- Promote healthy lifestyles that encourage walking, bicycling and other activities.

2020 Master Plan

Update zoning to create opportunities to encourage diversity in housing options.

Bellingham shall implement this goal through:

1. Seek to align inclusionary zoning requirements with local market conditions to allow for potential density bonuses.
2. Explore adding fixed locations for multifamily development.
3. Explore ways to add multifamily housing through adaptive reuse of existing inventory through a special permit process.
4. Incentivize creation of affordable units in Overlay Districts.
5. Reduce dimensional requirements for townhouse development.
6. Eliminate bedroom restrictions on multifamily housing.
7. Ensure that parking requirements are commensurate with the size and type of units and seek ways to reduce impervious surface.
8. Enable infill development on substandard vacant or underutilized properties.

Meet and Maintain M.G.L. 40B10% Affordable Housing Requirement.

Bellingham shall implement this goal through:

1. Identify sites for creation of affordable housing through new development, redevelopment, or preservation. Publicly- and privately-owned properties: explore or facilitate housing on sites such as:
  - Housing Authority-owned property on Center Street
  - Clark Property on Rt 140, Assessors Map and Parcel 51-4
  - 55+ Overlay District / New England Country Club



Encourage Transit-Oriented Development Projects.

Bellingham shall implement this goal through:

1. New construction that encourages taking advantage of the nearby mass-transit systems will help with congestion.
2. Housing opportunities should include promoting healthy lifestyles that encourage walking, bicycling and other activities.
3. Exploring opportunities to extend commuter rail service into Bellingham to reduce through traffic from the west and south and promote multimodal transit options.

Review zoning initiatives that would allow greater housing densities and options for the senior population.

Bellingham shall implement this goal through:

1. Promote mixed-income housing developments that provide a range of housing types and prices to support a continuum of care.
2. Promote walkable dense housing near services and retail.
3. Explore zoning regulations to accommodate more innovative and flexible density and uses through evaluation of lot area, building height, lot line, lot shape, parking, and setbacks.

2.2. Is this municipality currently working on any other planning for housing?

No

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### Section 3: Preliminary Zoning Strategies

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3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

c. A new 40R or other overlay zoning district

3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).

There are a number of locations that have had preliminary discussions for an overlay district to support the new legislation. Many land owners have requested consideration. No locations has been prioritized to date.

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

At this stage only preliminary discussions have occurred, however with all new growth Bellingham seeks to blend development with the existing neighborhood character, provide transportation modes for all users, support the existing commercial base, and not over burden the existing roadway network as Bellingham is already a cut through community for the sprawling growth that seeks to reach the Forge Park Commuter Rail in the neighboring town.

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### Section 4: Action Plan Timeline

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Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

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Description Area

Task

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Description Area

Start

---

Description Area

Finish

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Short Answer

Public Outreach

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Jan 01, 2024

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Mar 01, 2024

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**Short Answer**

Developing Zoning based on Outreach and Analysis

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Mar 01, 2024

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May 01, 2024

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**Short Answer**

Further Outreach once Draft Zoning Designed

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May 01, 2024

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Jun 01, 2024

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**Short Answer**

Planning Board Hearings

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Jun 01, 2024

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Sep 30, 2024

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**Short Answer**

Draft Zoning Available for Review by Public

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Oct 01, 2024

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Nov 12, 2024

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**Short Answer**

Town Meeting Vote to Adopt Zoning

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Nov 13, 2024

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Nov 13, 2024

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Belmont
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	1632
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Belmont and Waverley
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Gabriel Distler
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<b>1.7a. Title</b>	Staff Planner
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<b>1.7b. Email Address</b>	gdistler@belmont-ma.gov
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<b>1.7c. Phone Number</b>	(617) 993-2666
<b>1.8 Please provide the name of the municipal CEO</b>	Patrice Garvin
<b>1.8b Mailing address of municipal CEO</b>	455 Concord Avenue Belmont, MA 02478
<b>1.8c Email address of municipal CEO</b>	pgarvin@belmont-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Gabriel Distler, Community Development; Roy Epstein, Select Board Member; Rachel Heller, Housing Trust; Thayer Donham, Planning Board; Drew Nealon, Historic District Commission; Paul Joy, Economic Development Committee; Julie Wu, Diversity, Equity and Inclusion Implementation Committee; Metropolitan Area Planning Council Staff.

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The Town is currently in the process of updating its 2018 Housing Production Plan, and plans to submit the updated Housing Production Plan for approval by Planning Board and Select Board in the Spring of 2023.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	c. A new 40R or other overlay zoning district e. Other zoning strategy
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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Committee is considering creating compliant overlay zoning districts to include Waverley Square, Belmont Center, South Pleasant Street, sections of the Trapelo Road corridor, Concord Ave, Brighton Street, and Pleasant Street near Route 2, in addition to other possible areas. The sizes and boundaries of the districts will depend in part on our ability to create compliant zoning within a one-half mile radius of Belmont's commuter rail stations. For reference we are attaching a copy of Belmont's 2018-2023 Housing Production Plan as well as a copy of the charge that defines the responsibilities of Belmont's MBTA Communities Advisory Committee.

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**File** <https://massgov.formstack.com/admin/download/file/14063440167>

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**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

The Committee does not have a specific strategy to consider at this time. The Committee is leaving open the opportunity to learn through the community engagement process other zoning strategies that will further community goals and are compliant with the state law. The Committee recognizes that recommendations can arise through community engagement, working with MAPC, and learning from the approaches of other communities.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Our initial list of characteristics includes proximity to transportation alternatives to private cars, such as the two Commuter Rail Stations, bus routes, and the future Belmont Community Path (which will connect to the MBTA Red Line Station at Alewife). We are also considering new overlay districts to allow mixed use in area already zoned for commercial use.

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## Section 4: Action Plan Timeline

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

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**Description Area** Task

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**Description Area** Start

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**Description Area** Finish

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**Short Answer** Applying DHCD's Compliance Model

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Nov 01, 2022

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May 31, 2024

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**Short Answer**

Public Outreach

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Nov 01, 2022

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May 31, 2024

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**Short Answer**

Developing Zoning

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Feb 01, 2023

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Feb 29, 2024

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**Short Answer**

Holding Planning Board Hearings

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Sep 01, 2023

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May 31, 2024

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**Short Answer**

Holding Legislative Sessions

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May 01, 2024

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May 31, 2024

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**Short Answer**

Submit District Compliance

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Jun 01, 2024

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Jun 01, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

In August of 2022 the Town of Belmont's Select Board established the MBTA Communities Advisory Committee which consists of a member of the Town's Select Board; Planning Board; Housing Trust; Economic Development Committee; Historic District Commission; Board of Assessors; and Diversity, Equity and Inclusion Implementation Committee. For additional information, please see the attached Committee Charge. This Action Plan was endorsed by the Belmont Select Board and the Belmont Planning Board in January 2023.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Beverly

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 2683

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Beverly Farms, Montserrat, North Beverly and Beverly

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Darlene Wynne

**1.7a. Title** Planning Director

**1.7b. Email Address** dwynne@beverlyma.gov



**1.7c. Phone Number** (978) 605-2341

---

**1.8 Please provide the name of the municipal CEO** Michael Cahill

---

**1.8b Mailing address of municipal CEO** 191 Cabot Street  
Beverly , MA 01915

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**1.8c Email address of municipal CEO** mayorcahill@beverlyma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Victoria Healey, Associate Planner - background in regional transportation planning and GIS. Nate Kelly, Jeff Davis, and Kellie King from Horsley Witten Group (HW) with on call technical assistance service (not to exceed \$7,000) through the MBTA Communities Technical Assistance.

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

PlanBeverly the City of Beverly Comprehensive Plan was adopted in December 2020. Goal A of the Plan is to increase the housing supply. Strategies for achieving this goal include: look at creating other Smart Growth Overlay districts; rezone for increased density adjacent to the Beverly Depot Train Station (Bass River area); enable development of “middle housing” typologies; and adopt a more permissive Accessory Dwelling Unit ordinance. Some of these are underway. Beverly adopted a 40R District in 2017 which has facilitated the construction of 77 new affordable housing units (50% occupied). The City also disposed of a former school building to facilitate the development of 85 affordable housing units which have just begun construction. Beverly was in the inaugural class of Housing Choice Communities, designated through Governor Baker’s Housing Choice Initiative in 2018, recognized for the City’s commitment to creating new housing units. In fact, 1,400 new housing units have been created in Beverly over the last 10 years (a 7% growth rate), with 60% of these built downtown. In recognition of the City’s efforts, Beverly received MHP’s Housing Hero Award in 2018. The 2017 Community Housing Plan, a precursor of the Comprehensive Plan, identified the need for housing unit creation at all levels of incomes and for all demographic types. For example, more than 35% of renters at the time were extremely cost-burdened, equating to a need for approximately 1,500 housing units. The plan outlined policies and programs to create housing units, preserve and rehabilitate existing units, and increase affordability. The City of Beverly has promoted transit-oriented development since its 2002 Master Plan through initiatives including a Depot Parking Overlay, a Tall Building Overlay District, and Bass River District Vision and Action Plan (2014). The City has continued efforts to rezone 14 acres of land adjacent to the commuter rail station, the Bass River Area, for multi-family, mixed-use development; however, the unexpected closure of a key bridge accessing this site has put this on hold.

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**2.2. Is this municipality currently working on any other planning for housing?**

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Yes

**2.2a. Please briefly describe the housing work underway.**

Together with MAPC, the City last year drafted a proposed ADU Ordinance which is expected to be reviewed shortly. The City has also completed a draft of new Design and Dimensional Standards to better facilitate public sentiment and support around development; these will be discussed in the coming months. Both projects included year-long public processes and were recommendations from the City's Comprehensive Plan. As part of the discourse in Beverly during the master planning process and currently, the pace and scale of housing development has been called into question. One City Councilor recently proposed reducing heights in the entire City to 35 feet, an effective moratorium. In response, the Administration advanced three other recommendations from the 2021 Comprehensive Plan: eliminating the Tall Building Overlay District, which has mostly been built out; reducing the height on Cabot Street (not within our 3A-compliant district) from 55 feet to 45 feet; and reducing the height in the RHD District from 55 feet to 40 feet, which is consistent with the current buildout of this medium density residential area. These proposed amendments are still under discussion, but in order to be most conservative, we have assumed their approval in calculating our 3A compliance. To be clear, these changes are not a departure from the City's housing friendly policies as they do not preclude development from continuing downtown, and in other locations. But they are result of a well-participated and thoughtful community process.

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## **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Beverly's RHD Multifamily District allows up to 4 floors, by right, of multifamily housing to promote density between Cabot Street and Rantoul Street. In addition to the RHD District, we included portions of the CC District on Rantoul Street, which allows for multi-family buildings up to 5 floors by right and does not require commercial uses on the ground floor. The RHD District and this portion of the CC District are within a half-mile radius of the Beverly Depot MBTA Commuter Rail Station and also have nearby connections to both the MBTA 451 Bus and the locally-operated Beverly Shuttle which take riders to locations such as Stop n Shop, Market Basket, commercial and medical offices, and the Commuter Rail station.

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**File**

<https://massgov.formstack.com/admin/download/file/14075814091>

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Other: Text change only

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**Explanation:**

Changes to Beverly's Zoning Ordinance in 2017 created a Core Pedestrian Area as a subset of the CC District that extends along Cabot Street and Rantoul Street (approximately 18 acres). Multifamily housing, mixed-use, and various commercial uses are all allowed by right; however, ground floor activated uses are required in new development within the Core Pedestrian Area on both streets. While there is no commercial requirement for areas outside of the Core Pedestrian Areas within the CC District, it is suggested that the ground floor be designed to accommodate future commercial use. We will remove the requirement that buildings be designed to be able to accommodate ground floor activated uses. After this minor amendment, multifamily will remain as an a by-right use with a maximum height in that area of 55 feet when RHD is the abutting residential district and 35 feet when RMD or R-6 is the abutting residential district.

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**File**

<https://massgov.formstack.com/admin/download/file/14075814094>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Since we believe Beverly is already compliant with 3A, with perhaps only one minor change, the concerns regarding transportation and municipal infrastructure updates would be minimal.

Our concerns with 3A compliance relate to 1) the inability to require ground floor retail, which is good planning practice; 2) the inclusionary housing requirements; and 3) region-wide transportation improvements. Our community feels strongly that requiring ground floor activated uses in new construction adjacent to the Commuter Rail Station is good planning and appropriate and essential to the success of Beverly's downtown.

Commercial on the first floor is not only good for the local economy but for access to resources, overall appeal, and safety of pedestrians. Therefore we have excluded the area within the CC District immediately adjacent to the Beverly Depot Commuter Rail Station (referred to in our Zoning as the Core Pedestrian Area) from Beverly's 3A-compliant district. It is not necessary to include this area in order to comply; however, it is worth noting that the area around the Depot Commuter Rail Station is already built out at no less than 33 units per acre.

The City is significantly concerned with the affordable housing component to 3A. Recent development history demonstrates that Beverly can require more affordable housing than the minimum requirement. Beverly adopted Inclusionary Zoning in 2006. In 2016, Beverly changed its Inclusionary Housing Ordinance to allow developers an option to provide 8% of units at 60% of the Area Median Income (AMI) or 12% of units at 80% of AMI; development has only increased since then, with many developers opting for the 60% because it's easier to qualify tenants. The City Council is currently weighing an ordinance amendment to require only 12% of units at 60% of AMI – a long-term Mayoral commitment –because 80% of AMI has proven not affordable enough.

Beverly is both a Complete Street community (one of the first in the Commonwealth) and a Green Community. Reducing auto-dependency is an essential administrative policy. Route 1A, which is Rantoul Street, was recently reconstructed as a complete street and provides safe access to transit options by both foot and bicycle. Maintaining a safe and active pedestrian environment is a strong priority, which is why we propose to continue to require ground floor activated uses within Core Pedestrian Area. However, as a suburban community, we remain challenged by traffic and parking. Despite rail access, new housing units in Beverly do generate cars because regional options are limited. In order to continue to create medium- to high-density housing here and in other areas of Beverly (such as near our 3 other active commuter rail stations), we need faster and more reliable commuter rail service. As such, the City anxiously awaits rail electrification.

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**Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Compliance Model
	Dec 01, 2022
	Jan 10, 2023
<b>Short Answer</b>	Public Outreach about 3A Compliance and proposed changes
	Mar 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Developing zoning change to CC District (minor)
	Jan 20, 2023
	Apr 14, 2023
<b>Short Answer</b>	Holding Planning Board Hearings
	Apr 03, 2023
	May 30, 2023
<b>Short Answer</b>	Holding City Council Public Hearing and adopting compliant zoning
	Apr 03, 2023
	May 30, 2023
<b>Short Answer</b>	Conduct economic feasibility study of inclusionary housing, pending further information
	Jun 01, 2023

Sep 28, 2023

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**Short Answer**

Submit District Compliance application to DHCD

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Oct 02, 2023

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Dec 29, 2023

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

This assumes the only change we need to make is to remove the language suggesting that ground floors in the CC District, outside the Core Pedestrian Area, shall be designed to accommodate future commercial or non-residential uses.

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Billerica
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	2323
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	North Billerica
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Erika Oliver Jerram
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<b>1.7a. Title</b>	Director of Planning and Community Development
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<b>1.7b. Email Address</b>	ejerram@town.billerica.ma.us
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**1.7c. Phone Number** (978) 671-0962

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**1.8 Please provide the name of the municipal CEO** John Curran

---

**1.8b Mailing address of municipal CEO** 365 Boston Road  
Town Hall  
Billerica, MA 01821-1807

---

**1.8c Email address of municipal CEO** jcurran@town.billerica.ma.us

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** - Katherine Malgieri, AICP - Senior Planner  
- Jennifer Raitt, Executive Director, NMCOG

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Billerica Master Plan has the following stated goals and land use strategies which align with housing choice and housing locations:

- GOAL - Encourage diversified housing developments that contribute to Billerica's state-mandated affordable housing stock and proactively address specific housing needs in Town, particularly that of the seniors.
  - o LU-9 Provide more development incentives and flexibilities in zoning bylaws to expand and diversify Billerica's housing stock that will meet the prevailing and emerging housing needs in town, particularly for senior housing. These could include density bonus, conversion of existing structures into multi-unit housing, flexible dimensional and parking requirements, and the creation of accessory dwelling units.
  - o LU-10 Monitor and seek housing rehabilitation opportunities especially in older, higher density neighborhoods. Consider the adoption of zoning, regulatory, permitting and other procedural incentives to promote residential reinvestment and enhance the existing housing stock.
  - o LU-11 Examine and amend zoning along the Route 3A commercial corridor to allow diversified, higher density, and/or mixed-use housing development, such as multi-family, townhouses, assisted living or other types of senior housing. This effort should provide additional housing opportunities for businesses and their workforce.

The Master Plan also recommends the following (Economic Development Strategy):

- Promote better and higher use of the Town's commercial centers and industrial clusters.
  - o Identify priority areas within the commercial centers that can be designated for mixed-use development.
  - o Build upon the existing industrial clusters to attract technological, research and development, laboratory and value-added light industry along the Route 3 corridor.
  - o Identify needed amenities, such as restaurants, hotels, day care, workforce housing and retail shops, which can be targeted for the Middlesex Turnpike Commercial area and other appropriately zoned areas.
  
- Develop Additional Housing Options for local businesses
  - o Build upon the housing program established through Billerica's Housing Production Plan to address unmet housing needs identified by local businesses.
  - o Develop appropriate housing for young workers and their small families, as well as multi-unit housing for older workers.

The Housing Production Plan adopted and approved in 2021, includes the following housing production goals:

- Provide a variety of housing opportunities that serve all socio-economic groups within the community, especially those below 80% of the area median income.
- Create diverse rental units, in terms of types of units (duplexes vs. multi-family) and number of bedrooms (three or more), for residents.
- Support the creation of workforce housing units and broaden the range of

potential home-buyers and tenants.

- Develop rental and ownership options for senior citizens, disabled residents and veterans that allow them to live independently.

The following has been accomplished to date:

- The Town passed CPA in 2016 and has been using Housing funds to support the Billerica Housing Authority purchase and rehab properties to create affordable units. Also, the Town recently auctioned off two, single-family Town owned properties to be used to create affordable units.
- The Town has made some zoning changes in the last few years to address the need for affordable housing including adding a multi-family zone, and creating several Overlay districts that support housing, including the Mill Conversion and Reuse, Mixed Use, Town House, Residential Cluster, and an Elderly Housing Overlay.
- There are inclusionary provisions built into some of the overlays and in some cases density bonuses for affordable housing.
- The Town has worked with the Housing Authority to purchase market rate homes, rehab them, and place deed restriction to create affordable housing.
- The Town is currently compliant with the 40B requirement that 10% of the total housing stock be affordable housing listed on the State's Subsidized Housing Inventory (SHI).

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

The Select Board held a planning session to discuss diversifying housing in November 2022. This discussion included a presentation on current plans and policies, data and demographics, and neighborhood density. The presentation included an update on additional economic development work that is also underway. The Select Board will be discussing housing on a regular basis to ensure that the specific goals identified at the meeting are achieved specifically addressing amending the inclusionary zoning bylaw and complying with the 40A 3A requirement. Additionally, the Town is working with a consultant to assist with a zoning audit, including analysis of the zoning map. This effort will also assist with other housing work and efforts.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- District boundaries
  - Use schedule
  - Dimensional regulations
  - Parking requirements
-

**Explanation:**

There are two potential existing sections of the Zoning Bylaw that may be amended in order to be compliant with 40A 3A: the Multi-family Residence District and the Mixed-Use District.

The Multi-family Residence District, the minimum site area is 1.5 acres with at least 6,800 square feet of land provided for each dwelling. The requirements for the frontage, front yard and building height are the same as the Village Residence Zone: a 35-foot minimum front yard, 150-foot frontage and a 35-foot building height. However, side and rear yards, as well as maximum lot coverage, are higher in the Multi-family Residence Zone. Additionally, the Town Bylaw mandates that at least two off-street parking spaces be designated for any single family, two family and multi-family dwelling unit.

The Multi-family Residence District is designed to provide opportunities for more affordable housing and smaller housing units in Billerica. In the three other residential zones, only single-family dwellings are permitted. Thus, the multi-family residence zone provides the only opportunity for the development of two or more residential units in the Town. A special permit is required for any development proposal for two or more residential units. Special permits are issued for multi-family dwellings by the Planning Board subject to site plan approval. Special permits are issued for two-family dwellings by the Zoning Board of Appeals. The following requirements for use are specified:

- Area and Frontage
- Density
- Yards
- Green strips
- Height
- Parking
- Infrastructure
- Access

The Multi-family Residence District also includes the following required findings:

- The use complies with the site plan approval requirements of the Zoning By-Law
- The requested use is desirable to the public convenience or welfare.
- The requested use will not create or add to undue traffic congestion, or unduly impair pedestrian safety. The requested use provides for the convenience and safety of vehicular and pedestrian movement.
- The requested use will not create or add to undue traffic congestion, or unduly impair pedestrian safety. The requested use will not overload any public water, drainage or sewer system or any other municipal system.
- The requested use provides for the convenience and safety of vehicular and pedestrian movement within the site and in relation to adjacent streets, property, and improvements.
- The requested use will not overload any public water, drainage, or sewer system or any other municipal system to such an extent that the

requested use or any developed use in the immediate area or in any other area of the Town will be unduly subjected to hazards affecting health, safety, or the general welfare.

- The requested use will not impair the integrity or character of the district or adjoining districts, nor be detrimental to the public health, convenience, or welfare.
- The requested use will not, by its addition to a neighborhood, cause an excess of that particular use that could be detrimental to the character of said neighborhood.
- The design and architectural treatment of the use is not incongruous or inappropriate to the character of the neighborhood in which it is proposed to be constructed.
- There is an adequate landscape buffer strip provided to protect adjoining properties from the effects of noise, lights, air, or visual impact.
- No building or access facilities shall be placed on any portion of the land determined by the Board of Health to be unsuitable for such construction.

In addition, there is an inclusionary housing component requiring that at least 15% of the units created are affordable. Alternatively, an applicant may contribute a fee per unit to the Town of Billerica to be used for the development of affordable housing in lieu of, or in conjunction with, constructing and offering affordable units on site.

A density incentive is also offered for affordable housing units. Pursuant to the Town of Billerica Zoning Bylaw, densities may be increased by 20% if at least half of all additional units created are affordable

Developments within the Mixed-Use Overlay District are required to provide a minimum 10% affordable housing requirement. Density bonuses for affordable housing provision are also offered in these overlay districts. In sub-zone A (Town Center) of the Mixed-Use Overlay District, a maximum of 10 units per acre (instead of 6 units) is permitted when a project provides for increased pedestrian activity and connectivity between properties. In subzone B (Boston Road) of the Mixed-Use Overlay District, a maximum of 12 units per acre (instead of 8 units) is permitted when a project provides for alternate modes of transportation. The following requirements apply to the MUOD:

Maximum Building Coverage - 50% for both Subzone A and Subzone B  
Minimum Green Space - 20% for both Subzone A and Subzone B  
Minimum Side Yard - 15 ft in Subzone A and N/A for Subzone B  
Minimum Front Yard - N/A for both Subzone A and Subzone B  
Minimum Rear Yard - 20 ft for both Subzone A and Subzone B  
Maximum Building Height and Maximum Stories - 45 ft and 3 stories for both Subzone A and Subzone B

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Billerica will primarily consider land adjacent and in proximity to the North Billerica MBTA Station. Additional locations that will be explored include potential housing development sites as noted in the 2021 Housing Production Plan, including a significant amount of acreage along Boston Road and land located near the Town Center. (See attached Maps from the Appendices of the Housing Production Plan)

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

See the answer for Section 3.1.c. above.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

There are a number of non-housing characteristics that are important for Billerica to consider in its 3A zoning district. These characteristics include items identified in the Master plan and Housing Production Plan as follows:

- Improving wayfinding to the Commuter Rail Station and improving parking options in the neighborhood;
- Implementing the existing Complete Streets policy to address multiple modes and mode conflict in the district including adding sidewalks and bike lanes wherever feasible and creating access to transit;
- Potential brownfield remediation and mitigation as part of any new development or vacant or underutilized sites;
- Exploring the potential impacts on water, sewer, traffic, open space and recreation, and other natural resources.
- Options for Trail connectivity, including the Bay Circuit Trail (Yankee Doodle Path) and the Middlesex Canal.
- Also, historic preservation is a key goal as well as several of the proposed MBTA communities areas are located in Historic Districts or areas with historic structures and character.

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**                      **Task**

<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Zoning Audit
	Nov 01, 2022
	Mar 31, 2023
<b>Short Answer</b>	Evaluate Existing Conditions for MBTA Communities Feasibility
	Nov 01, 2022
	Mar 31, 2023
<b>Short Answer</b>	Public Listening and Education Meetings
	Jan 01, 2023
	May 31, 2023
<b>Short Answer</b>	Draft new Zoning and Map Amendments
	Jun 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Public Meetings (Prep for Town Meeting)
	Jan 01, 2024
	Apr 30, 2024
<b>Short Answer</b>	Annual Town Meeting
	May 01, 2024
	May 31, 2024
<b>Short Answer</b>	Submit Compliance Application to DHCD
	May 01, 2024
	May 31, 2024
<b>Short Answer</b>	If necessary Prep for Fall 2024 Town Meeting
	May 01, 2024
	Sep 30, 2024



# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Bourne
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<b>1.2. Community Category</b>	Adjacent small town
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<b>1.3. Multifamily Unit Capacity Requirement</b>	557
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Jennifer Copeland
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<b>1.7a. Title</b>	Town Planner
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<b>1.7b. Email Address</b>	jcopeland@townofbourne.com
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<b>1.7c. Phone Number</b>	(508) 759-0600 ext. 1347
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<b>1.8 Please provide the name of the municipal CEO</b>	Bourne Select Board
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**1.8b Mailing address of municipal CEO** 24 Perry Avenue  
Buzzards Bay, MA 02532

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**1.8c Email address of municipal CEO** mmccollem@townofbourne.com

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

The Town of Bourne core team consists of municipal staff, such as the Town Planner, Building Inspector, Engineering, Health Agent, and Conservation Agent to assist in developing and reviewing proposed Zoning Bylaw creation/amendments. Additional assistance from the Town Administrator, Select Board, Planning Board, Bourne Housing Partnership, Bourne Housing Trust, and the Cape Cod Commission may be utilized.

The Town will also be seeking assistance from Bourne Town Counsel, Cape Cod Commission, and/or a private, regional, or state agency in developing and/or reviewing the proposed regulations for compliance.

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

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Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town of Bourne has a Department of Housing and Community Development (DHCD) approved Housing Production Plan (2015) and a Local Comprehensive Plan certified by the Cape Cod Commission in (2019). While each of these plans has various goals, a common goal between them is to increase affordable housing in the Town of Bourne to create an environment for a desirable place to live, work, and socialize.

Though the Town of Bourne does not have a commuter rail station, it is a long-term goal to create a station in the Downtown District (DTD) of Buzzards Bay. In 2015 the Town voted to become an MBTA community in anticipation of expanding the MBTA commuter rail line into Buzzards Bay, and Bourne continues to pay MBTA dues to the MBTA. The intent of the DTD is to produce a mixed-use zone that fulfills the goals, objectives and action strategies of the Local Comprehensive Plan and facilitate a higher density mix of residential, commercial, entertainment, civic, educational, recreational, and marine uses.

The DTD is comprised of four sub-districts: Core, Gateway, Waterfront, and Neighborhood. The Core Subdistrict is largely commercial and mixed-use. The Gateway Subdistrict is located on the eastern side of Buzzards Bay near the Bourne Bridge with accessibility to Route 495. The Waterfront Subdistrict is located on the western side of downtown Buzzard Bay, and it includes a limited passenger service train station (for the Cape Flyer only), Buzzards Bay Park, Taylor's Point Marina, Massachusetts Maritime Academy, and mixed-use properties. Lastly, the Neighborhood Subdistrict is comprised of primarily single family and two family residential uses located south of Main Street. The Downtown District is where the town anticipates amending zoning to allow for the by-right development of multifamily units consistent with Section 3A.

The Core, Gateway, and Waterfront sub-districts are located within the Growth Incentive Zone (GIZ). Within the GIZ, certain Development of Regional Impact activities are exempt from Cape Cod Commission regulatory review. Using the GIZ in conjunction with the DTD has allowed for more streamlined permitting of higher-density, mixed use development and provides a clear incentive for those interested in investing in Downtown Buzzards Bay. Since adopting the Downtown District and the GIZ, the area has seen redevelopment of blighted properties and revitalization. The main goal for this area is to create residential housing with commercial uses within walking distance to various transportation modes.

Bourne has worked tirelessly to provide additional wastewater capacity. With assistance from the Commonwealth's MassWorks grant program, the Town constructed a 100,000 gallon per day (gpd) wastewater treatment plant to increase the service area and capacity of the existing sewer system in Buzzards Bay and has water supply capacity to support the creation of affordable housing.

The Town hopes that this will be the catalyst for the revitalization of Main

Street. The vision for downtown Buzzards Bay is to expand upon the existing thriving hub of community activities supported by positively enhancing and expanding upon the vision of it being an area where residents can live, work, shop, and play safely in one central location. Centered within this core area, the town's Veteran Memorial Community Center is located directly on Main Street and serves as a multi-generational building to engage all ages from youth to elderly in a wide variety of programs and services, further advancing the vision's objectives.

The Downtown District has water and sewer availability for future projects, with recent expansion of its sewer treatment capacity. To better serve the walkability needs of the surrounding neighborhood and community, the town is exploring improvements to the existing roadway infrastructure through the Complete Streets program to create/improve connections to the various modes of the transportation networks, such as pedestrian sidewalks, roadways, bicycle paths, and walking paths to the Cape Cod Canal.

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

In the past few years, the Town has approved many projects in the DTD, which assists with achieving housing goals. The projects are in various stages of construction, from ground breaking to fully occupied. They are: 2 Kendall Rae Place: 167 apartment rental units and 10,590 square-feet (SF) of commercial retail, professional, and restaurant space; 13 Kendall Rae Place: Tides at Bourne – 120 residential senior apartments; 9R Main Street: 2 market rate units; 140 Main Street: 6 rental apartment units and 1,231 SF of retail/office space; 209 Main Street: residential rehabilitation; 227 and 227R Main Street: 7 apartment units; 340 and 340R Main Street – Phase I is the creation of 6 apartment rental units with 6,000 SF commercial and Phase II is the creation of 24 rental units in townhouse style; 7 & 9 Saint Margarets Street – 4 apartment units; and 6 Washington Avenue - 2 market rate units. Additionally, outside of the Downtown area and under Comprehensive Permits, the Town has approved Cape View Way on Meetinghouse House Road in Sagamore Beach for 42 apartment style units (34 affordable) and 230 Sandwich Road for 24 duplex style units. In 2018, the GIZ was modified to allow for a total of 360 residential units and to eliminate all requirements for offsets. The Town will explore a request for a minor modification to the GIZ to increase the total number of allowable units exempt from Cape Cod Commission regulatory review. Lastly, the Town is currently reviewing the Accessory Dwelling Bylaw to identify amendments to allow for more flexibility with the creation of residential units.

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### **Section 3: Preliminary Zoning Strategies**

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- Use schedule
  - Parking requirements
  - Other: Density Table
-

**Explanation:**

The new required zoning area falls within the Town of Bourne's existing Downtown District and Growth Incentive Zone. It is mostly located within an AE flood zone.

The Table of Allowable Uses section 2821 needs to be revised to allow for apartment building and workforce housing by right. The existing density table would require adjustment to allow for 15 units per acre. Currently the density for market-rate housing is 1 unit/3,500 SF of lot area (12 units per acre). The lot area would be reduced to at least 1 unit/2,904 SF (15 units per acres). A review of existing parking requirements for multi-family dwellings would be necessary to allow for a reduction in the number of spaces per unit. The proposed changes would require approval through the Town Meeting process.

Attached find a copy of Section 2800 of the Bourne Zoning Bylaw for the Downtown District. Please refer to Section 2821 for the use table, section 2831 density requirements, and section 2853 for Table of Required Parking Spaces.

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**File** <https://massgov.formstack.com/admin/download/file/14088631957>

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The proposed multi-family use will be located within the existing Downtown District, which the community will explore supporting a new overlay district.

The Planning Department shall review the Downtown District and utilize the compliance modeling to demonstrate the district has the capacity to meet the multi-family zoning compliance.

Town Counsel has presented information regarding the guidelines to the Select Board. The Select Board, Planning Board, Bourne Housing Partnership, and Bourne Housing Trust will be involved to educate and promote discussion of the process. The town has also begun examining what improvements to existing roadway infrastructure and streetscape will be required to provide safe pedestrian, bicycle, and vehicular movement.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

As mentioned on the above sections, the Town of Bourne is seeking to improve the existing roadway infrastructure to allow for more efficient and safer pedestrian, bicycle, and vehicular access through the use of improved crosswalks, wayfinding signage, ADA accessibility, and streetscapes. Improvements to the streetscapes would include the connection of sidewalks along Main Street to the Cape Cod Canal and connector roads, dark sky lighting, planting of low maintenance landscaping along with sitting areas for all to enjoy.

Outdoor seating areas would be created for any restaurants that wish to locate within this area. The town would also investigate creating a railway quiet zone within the area to reduce noise pollution created by the commuter rail. The town would also seek to create municipal parking areas near the existing train station. Lastly, a majority of the DTD is located in an AE flood zone and development must comply with Zoning Bylaw lowland regulations. The Town has reports and design guidelines available to assist developers with design solutions.

**Section 4: Action Plan Timeline**

<p><b>Description Area</b></p>	<p>This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach Developing zoning Applying DHCD's compliance model to test for density and unit capacity Holding planning board hearings Holding legislative sessions and adopt compliant zoning Submit District Compliance application to DHCD</p>
<p><b>Description Area</b></p>	<p>Task</p>
<p><b>Description Area</b></p>	<p>Start</p>
<p><b>Description Area</b></p>	<p>Finish</p>
<p><b>Short Answer</b></p>	<p>Public Outreach</p>
<p></p>	<p>Mar 01, 2023</p>
<p></p>	<p>Oct 01, 2023</p>
<p><b>Short Answer</b></p>	<p>Develop Zoning</p>
<p></p>	<p>Jan 01, 2023</p>
<p></p>	<p>Mar 01, 2023</p>

**Short Answer**

Applying DHCD's compliance modeling to test for density and unit capacity

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Jan 01, 2023

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Apr 01, 2024

**Short Answer**

Hold Planning Board Hearings

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May 01, 2023

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Feb 01, 2024

**Short Answer**

Adopt Zoning Bylaw

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May 01, 2024

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May 31, 2024

**Short Answer**

Submit District Compliance application to DHCD

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Jun 01, 2024

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Jun 30, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Boxborough

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 118

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Alexander Wade

**1.7a. Title** Director of Land Use and Permitting

**1.7b. Email Address** awade@boxborough-ma.gov

**1.7c. Phone Number** (978) 264-1723

**1.8 Please provide the name of the municipal CEO** Michael Johns

**1.8b Mailing address of municipal CEO** 29 Middle Road  
Boxborough, MA 01719

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**1.8c Email address of municipal CEO** mjohns@boxborough-ma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** We anticipate this joint effort to be undertaken by the Planning Board and the Office of Land Use and Permitting, with additional participation possible from the Housing Board, Economic Development Committee, and any consultants brought in for technical assistance. The Town may engage our regional councils of government during the "Public outreach" or "Developing zoning" phase of the project.

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Boxborough Master Plan, Boxborough2030, recommends several actions towards housing development. Of the many recommended, the following are most relevant to Chapter 3 A compliance:

(1) Action 3.1.4.2. Consider regulatory tools that can guide and encourage growth in appropriate areas, such as incentive zoning overlays or floor area ratio (FAR) density bonuses for developments that incorporate affordable housing, or agricultural or open space management.

(2) Action 6.1.2.1. Identify ways to develop housing in Boxborough that is affordable to households with moderate incomes

(3) Action 6.1.2.3. Prioritize seniors' housing needs, such as accessibility features, in the permitting and development of all multi-family development projects.

(4) Action 6.1.2.1. Identify ways to develop housing in Boxborough that is affordable to households with moderate incomes.

(5) Action 6.1.4.2. Identify barriers to multi-family development, including use and intensity restrictions, in the Town's Zoning Bylaw as a means to support more housing options in Boxborough.

(6) Action 6.1.3.1. Identify existing municipally owned parcels of land that are suitable sites for Local Initiative Program (LIP) affordable housing projects.

Over the past several years, the Zoning Board of Appeals and the Planning Board has approved developments which have created new rental and affordable housing units. As such, the Town has exceeded the Massachusetts General Law threshold for subsidized housing. In addition, the Town is on track to reach 5% new housing growth, calculated by building permits issued, and anticipates being eligible for housing choice designation in 2024.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

As per Action 6.1.4.3. of the Boxborough 2030 plan, the Planning Board is actively working on revision of the Town's Accessory Dwelling Unit bylaws, in an effort to encourage use of the strategy and remove barriers to entry for interested property owners.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

On January 9th, the Director of Land Use and Permitting met with the Planning Board at a regularly scheduled meeting. During this meeting, presentation was made of MBTA requirements, timelines, and Boxborough's responsibility under the program. Two conceptual districts were presented at this meeting and following question and answer period, a survey was distributed to planning board members.

Of the two conceptual districts, only one drew interest with the planning board(see attached). Concept A is located within one mile of the Littleton MBTA Station, in an area that already features multi-family housing. The concept has minimal presence of wetlands and provides ample land within the public right of way. The existing roadway is not well suited at this time for higher density of traffic, but could be upgraded with limiting permitting if necessary. This concept is not a final decision by the board, but was used for discussion purposes to spur engagement.

Based on the results of the survey circulated to board members, there is significant interest in locating this district(s) closer to the center of Town. This area of Town is directly along state route 111, and is within a two-minute drive of interstate route 495. Additionally, an award was made in 2022 from the Community Planning Grant program, under which the Town will study the feasibility and concept of a commercial town center in this area. It is hypothesized that this commercial center and a Chapter 3A compliant district would blend well together, with the district providing a steady flow of customers and the commercial center providing key goods and services within a walkable distance.

Through the survey, Planning Board members expressed that our local district should consider the following: (1) existing road and traffic conditions, (2) height of buildings and diminished appearance of the district, (3) preservation of woods and natural habitat, (4) proximity to businesses and services, (5) and proximity to MBTA stations and other transportation resources. The Planning Board, Housing Board, and the Office of Land Use and Permitting have all expressed interest in implementing the 10% requirement of units to be restricted at 80% area median income; such a regulation would be important to the Town, allowing us to remain above the MGL Chapter 40 B threshold. The Town will seek technical assistance to further conceptualize these districts, calculate appropriate dimensional regulations, and draft regulations.

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

On January 9th, the Director of Land Use and Permitting met with the Planning Board at a regularly scheduled meeting. During this meeting, presentation was made of MBTA requirements, timelines, and Boxborough's responsibility under the program. Two conceptual districts were presented at this meeting and following question and answer period, a survey was distributed to planning board members.

Of the two conceptual districts, only one drew interest with the planning board(see attached). Concept A is located within one mile of the Littleton MBTA Station, in an area that already features multi-family housing. The concept has minimal presence of wetlands and provides ample land within the public right of way. The existing roadway is not well suited at this time for higher density of traffic, but could be upgraded with limiting permitting if necessary. This concept is not a final decision by the board, but was used for discussion purposes to spur engagement.

Based on the results of the survey circulated to board members, there is significant interest in locating this district(s) closer to the center of Town. This area of Town is directly along state route 111, and is within a two-minute drive of interstate route 495. Additionally, an award was made in 2022 from the Community Planning Grant program, under which the Town will study the feasibility and concept of a commercial town center in this area. It is hypothesized that this commercial center and a Chapter 3A compliant district would blend well together, with the district providing a steady flow of customers and the commercial center providing key goods and services within a walkable distance.

Through the survey, Planning Board members expressed that our local district should consider the following: (1) existing road and traffic conditions, (2) height of buildings and diminished appearance of the district, (3) preservation of woods and natural habitat, (4) proximity to businesses and services, (5) and proximity to MBTA stations and other transportation resources. The Planning Board, Housing Board, and the Office of Land Use and Permitting have all expressed interest in implementing the 10% requirement of units to be restricted at 80% area median income; such a regulation would be important to the Town, allowing us to remain above the MGL Chapter 40 B threshold. The Town will seek technical assistance to further conceptualize these districts, calculate appropriate dimensional regulations, and draft regulations.

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**File** <https://massgov.formstack.com/admin/download/file/14086285429>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

(1) existing road and traffic conditions, (2) height of buildings and diminished appearance of the district, (3) preservation of woods and natural habitat, (4) proximity to businesses and services, (5) proximity to MBTA stations and other transportation resources, (6) walkability/mobility.

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**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach
	Apr 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Developing zoning
	Jan 01, 2024
	Apr 30, 2024
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	May 01, 2024
	May 30, 2024
<b>Short Answer</b>	Holding planning board hearings
	Jun 01, 2024
	Aug 31, 2024
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning
	Sep 15, 2024
	Nov 15, 2025
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Oct 01, 2024

Nov 30, 2025

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**Short Answer**

Applications for Technical Assistance

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Jun 01, 2023

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Dec 31, 2023

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Thank you for the numerous webinars, info sessions, and the engagement done in build up to the Action Plan Deadline. Please do not hesitate to reach out with any questions.

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Boxford
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<b>1.2. Community Category</b>	Adjacent small town
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<b>1.3. Multifamily Unit Capacity Requirement</b>	141
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Ross Povenmire
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<b>1.7a. Title</b>	Director of Land Use
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<b>1.7b. Email Address</b>	rpovenmire@town.boxford.ma.us
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<b>1.7c. Phone Number</b>	(978) 887-6000
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<b>1.8 Please provide the name of the municipal CEO</b>	Matt Coogan
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**1.8b Mailing address of municipal CEO** Town Hall  
7A Spofford Road  
Boxford, MA 01921

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**1.8c Email address of municipal CEO** mcoogan@town.boxford.ma.us

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Boxford Planning Board members  
Boxford Housing Partnership members  
Merrimack Valley Planning Commission (MVPC)

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Boxford's Housing Production Plan (HPP) 2018-2022, prepared with assistance from MVPC, lists housing related actions (see Action Table, pages 55-57 of the HPP). In partial response to this list of action items, beginning in 2018, Boxford worked to revise the Elderly Housing District to enable the development of 66 duplex unit of elderly housing known as the Willows at Boxford. This project was approved in 2021 and is currently under construction. Boxford also approved in 2021 the construction of a new Community Center/Council on Aging building which is currently under construction. At the May 2022 Annual Town Meeting, Boxford approved CPC funds to assist seniors with home improvements needed to allow them to age in place, and also accepted the provisions of Chapter 59 section 5(57) to allow seniors to reduce their real estate tax burden.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

Boxford is currently working with MVPC to update its Housing Production Plan.

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

e. Other zoning strategy

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**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.** The northern end of town includes undeveloped land adjacent to existing multi family development in the City of Haverhill. This area is close (but not within) MBTA station area in Haverhill and Lawrence, and has relatively quick access to Route 125 (South Main Street) in Haverhill.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?** The town of Boxford relies on private wells and septic for water and sewer service. There is no municipal water and sewer service available in the town.

## Section 4: Action Plan Timeline

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Applying DHCD's compliance model
	Feb 01, 2023
	Sep 30, 2023
<b>Short Answer</b>	Holding Planning Board hearings
	Sep 01, 2023
	Apr 01, 2023
<b>Short Answer</b>	Developing zoning
	Jan 01, 2024
	Apr 01, 2025
<b>Short Answer</b>	Public outreach
	Apr 01, 2025

Nov 30, 2025

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**Short Answer**

Holding legislative sessions and adopt zoning

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Sep 01, 2025

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Nov 30, 2025

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**Short Answer**

Submit District Compliance application

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Dec 01, 2025

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Dec 31, 2025

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The Town of Boxford municipal leaders and staff have engaged in good faith with the MBTA Communities process, including attending webinars, meetings, and submitting the MBTA Communities Information Form. The Town has also invited speakers from the regional planning agency to better understand how to comply with Section 3A requirements. An invitation was extended to the State Office of Community Development to present to the Select Board on cable TV, but this was declined. Despite these efforts, many questions and concerns remain.

Boxford is categorized by Section 3A as an "adjacent small town." It is a semi-rural community zoned almost exclusively for agricultural/residential use with a minimum lot size of two acres. The existing housing stock predominantly consists of detached single family homes. With very limited exception, each residence is served by a private well and septic system located on the same lot. The town has taken great care and pride in preserving its semi-rural character, including preserving farms and large areas of open space. Imposing 3A requirements on Boxford is contrary to this locally driven land-use planning and is likely to adversely affect the community.

Section 3A requires Boxford to accommodate 141 units at a gross density of 15 units per acre. The town is poorly equipped to do so. There is no public sewer and water. The police and fire services are not equipped to serve multi-story buildings. There is no public transportation. Other municipalities in the region, however, do have the transportation facilities, police and fire service, public sewer and water services, and other supporting infrastructure needed to support increased housing at high density. The housing goals of Section 3A can be achieved by placing new, higher density housing development in areas that can best accommodate it.

The requirements of Section 3A are opaque in many ways. The definitions of "housing suitable for families" is not specific with regard to the number of bedrooms, bathrooms, or square footage required for each unit to be counted. The definition of "gross density" appears to include consideration of extensive areas beyond the building footprint. To require Boxford to allow, as of right, a gross density of 15 large units on an acre is tantamount to requiring the town to allow three and four-story apartment blocks, before factoring in the space needs of supporting infrastructure. After including additional space needed for wells and septic systems, parking, pedestrian circulation and common area, and other supporting infrastructure, the apartment blocks will need to be raised even higher to achieve the gross density requirement. A zoning district that realistically allows, as of right, the required gross density, must allow the concomitant building height with no clear limit. In this and other ways it is difficult for Boxford to clearly identify the impacts of Section 3A on the community.

The existing wetland and title 5 requirements would make it prohibitive for Boxford to become a 3A district that would be in compliance, not without resorting to multi-story apartment buildings out of character with the community. Boxford relies on private wells and on-site septic waste disposal systems to serve individual residences, necessitating large lots and strict bylaws for the protection of water resources, wetlands and the environment. In addition to these reasonable development limitations, Boxford has many areas of wetlands and poor soils that are not suitable for development and are protected by regulation. To achieve a gross unit density of 15 units per acre in Boxford is to stack units vertically in multistory apartment-style buildings so that as much land area as possible can be left available for septic, wells and other infrastructure. None of Boxford's long-range planning to date contemplates the density in the Guidelines, and such densities pose special needs for town services and infrastructure, including increased fire and police services, traffic control, roads, and school capacity.

The Compliance Model developed for analyzing the eligibility of potential parcels for inclusion in an MBTA zoning district requires a facility with computers and ArcGIS software not typically possessed by municipal staff in small communities. The complexity of the Compliance Model therefore disempowers local planning staff and community leaders in favor of outside consultants and specialists. This also will tend to alienate local staff and community leaders from embracing and supporting the Section 3A process.

The Town of Boxford is actively planning for the future. The Town has engaged over the years in numerous efforts at long-range planning, including the development of Master Plans, Municipal Vulnerability Plans, Housing Production Plans, and Open Space and Recreation Plans, among others. In all of these plans, there is a conscious effort to balance the needs of the community, including both increasing and diversifying housing inventory, while preserving the Town's character and identity. With regards to Housing, the Town's Housing Partnership Committee is actively working on projects to address housing cost and affordable housing production, including the creation of a housing trust and a feasibility study to create affordable housing on public lands. The Town will also be working with the Merrimack Valley Planning Commission to update our Housing Production Plan. The Town of Boxford recognizes the need for housing within our region, but the guidelines do not acknowledge communities such as Boxford that are rural in character and lack any of the infrastructure necessary for smart growth and transit-oriented development. The density requirements in Section 3A are significantly higher than what the Town has contemplated in the planning efforts mentioned. The Town would like to be part of a regional effort to increase housing production, but at a density more in line with the rural character of Boxford.

The Section 3A process relies upon town meeting approval of a zoning amendment. It will be a challenge to pass a zoning bylaw at a Boxford

Town meeting that complies with the requirements of Section 3A. As mentioned, the density requirements in Section 3A would be a dramatic change from local land use patterns. It will be a challenge for the Town of Boxford to create a zoning ordinance in compliance with Section 3A, particularly when considering the limits and constraints in terms of limited infrastructure and services, reliance on septic and well systems, and the abundance of wetlands and conservation lands. The Town will rely on outside technical assistance, particularly through the Merrimack Valley Planning Commission, to better understand how and whether the Town of Boxford will be able to comply with Section 3A.

We hope the State will continue to focus on integrated planning to achieve more housing in rural areas while also strengthening soil conservation, floodplain preservation, aquifer and water quality protection, water supply management, habitat restoration, and agricultural preservation, among others.

# Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

## Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Braintree

**1.2. Community Category** Rapid transit community

**1.3. Multifamily Unit Capacity Requirement** 3769

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** Yes

**1.4a. Please list MBTA rapid transit stations that are located within this municipality's boundaries** Braintree Redline Station

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**Description Area** Although there is an MBTA commuter rail station within its municipal boundaries, this municipality's community category is Rapid Transit. This is because a community's category is determined by the transit station with the highest level of transit service. If there are 100 or more acres of rapid transit stations' developable station area within municipal boundaries, then the community category is Rapid Transit regardless of whether the community is also served by the commuter rail. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area" and "developable land" to explain how this determination was made.

<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Greenbush Line at Weymouth Landing/East Braintree Station, Kingston and Middleborough Lines at Braintree Station
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	Yes
<b>Description Area</b>	Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".
<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Quincy Adams Redline Station
<b>1.7. Please provide the name of the person filling out this form</b>	Melissa SantucciRozzi
<b>1.7a. Title</b>	Director of Planning and Community Development
<b>1.7b. Email Address</b>	msantucci@braintreema.gov
<b>1.7c. Phone Number</b>	(781) 794-8234
<b>1.8 Please provide the name of the municipal CEO</b>	Charles Kokoros
<b>1.8b Mailing address of municipal CEO</b>	Braintree Town Hall 1 JFK Memorial Drive Braintree , MA 02184
<b>1.8c Email address of municipal CEO</b>	mayorsoffice@braintreema.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Melissa M. Santucci Rozzi, Director Planning and Community Development Connor R. Murphy, Assistant Director Planning and Community Development Crystal Huff, Assistant Town Solicitor Eric Halvorsen, RKG (Technical Assistant) Emily Innes, Innes Design (Technical Assistant)

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## Section 2: Housing Overview

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<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>The Town recently sold town owned property for residential redevelopment. The land at 4 and 44 Allen Street ASSESSORS' PLAN/PLOTS:3004/ 7,8,9 and 11 has been permitted by Winn Development and Arch Properties for the construction of 56 Units of Mixed-Income (30% to Market Rate) Multi-Family Residential. (Within a ½ of the Greenbush Station).</p> <p>The Town recently spent \$2,250,000 of CPA and 40B Proceed Funds for the Conversion of 19 2-Bedroom Market Rate Units to Affordable Units that are permanently restricted to households earning 80% of less of the AMI. (Within a ½ mile of Greenbush Station)</p>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	The Town is currently in completing a new Master Plan. The project is in Phase III of IV Phases and will be completed with a target adoption date of November 2023.

### Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> <li>d. A new base zoning district or districts</li> </ul>
<b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b>	Use schedule Dimensional regulations
<b>Explanation:</b>	The Braintree Weymouth Landing District (BWLD) has a base density of 19 units an acre. Both use and height over 2.5 stories require a Special Permit. We will be looking at amending those and testing the BWLD.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Braintree Redline Station: Linear District Grossman Drive, Ivory Street and John Mahar Highway.

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

See comments above related to BWLD.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The areas within ½ Mile of the Braintree Station (Redline and Commuter Rail) and Weymouth Landing/East Braintree Station (Commuter Rail) the are already significantly developed and are located in areas that experience high traffic volumes. Integration of uses (mixed-use), compatibility, walkability and multi-mode transportation improvements are items of consideration.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

Description Area	Task
Description Area	Start
Description Area	Finish
Short Answer	Developing District Boundaries and Zoning
	Jan 20, 2023
	Jun 30, 2023
Short Answer	work with our TA to Apply DHCD's compliance model to test for density and unit capacity
	Jan 20, 2023

Jun 30, 2023

**Short Answer**

Public Outreach/Community Meeting

Apr 01, 2023

May 31, 2023

**Short Answer**

Refine/Revise District Boundaries and Zoning Based on Community Meeting

Jun 01, 2023

Jun 30, 2023

**Short Answer**

Re-Test Compliance Model if needed

Jun 01, 2023

Jun 30, 2023

**Short Answer**

Planning Board Public Hearings

Jul 01, 2023

Sep 15, 2023

**Short Answer**

Town Council Subcommittee and Full Council Meeting and Hearings

Sep 15, 2023

Nov 21, 2023

**Short Answer**

Submit District Compliance Application to DHCD

Nov 22, 2023

Dec 22, 2023

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Bridgewater
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	1401
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Bridgewater Commuter Rail Station, 85 Burrill Ave, Bridgewater, MA 02324
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Shane O'Brien
<b>1.7a. Title</b>	Town Planner
<b>1.7b. Email Address</b>	sobrien@bridgewaterma.org

<b>1.7c. Phone Number</b>	(508) 697-0950
<b>1.8 Please provide the name of the municipal CEO</b>	Michael Dutton
<b>1.8b Mailing address of municipal CEO</b>	66 Central Square Bridgewater, MA 02324
<b>1.8c Email address of municipal CEO</b>	MDutton@bridgewaterma.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Robert Rulli, Director of Community and Economic Development Shane O'Brien, Town Planner Steven Solari, Building Inspector Patrick Driscoll, Planning Board Chair Michael Dutton, Town Manager Town Council

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Work done to date: Approved update Master Plan in 2022, reached over 10% for subsidized housing inventory, approved Zoning amendments in 2022 including increase in size of in-law apartments, and completed Hazard Mitigation Plan in 2022. Within 2022 Master Plan we look to Policy 8.4 Comprehensive Master Plan Element: Housing for our goals including "Encourage a mix of housing types with convenient walking and biking access for residents" and "Use smart growth approaches to develop housing in a sustainable manner".
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Working on update to Housing Production Plan for 2023 as well as working on implementation strategy of Master Plan Elements

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## Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The Town of Bridgewater has a 40R District called the Waterford Village Smart Growth Overlay District located .5 miles away from transit station and entrance. 40R District complies with requirements of 3A guidelines and allows for by-right multifamily housing.

**File** <https://massgov.formstack.com/admin/download/file/14055429813>

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Use schedule  
Parking requirements

**Explanation:**

Looking at the consideration of amending current zoning districts around the transit station as well. Many properties within Residential D district, Central Business District, and East Gateway District. Current zoning in those districts do not allow for multifamily by-right, so in case of amendments it would require use schedule changes and/or expansion of existing districts.

**File** <https://massgov.formstack.com/admin/download/file/14055429816>

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Consideration of new MBTA compliant district based on current location of station are properties along Hale St and Spring St within Central Business District. Potential district zoning (pending compliance of other districts) part of action plan.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Access to transit station (train station is located within Bridgewater State University), wastewater capacity, walkability, bus access for BAT to district, and safety.

## **Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Determine Compliance of 40R District
	Mar 01, 2023
	May 01, 2023
<b>Short Answer</b>	Public Outreach
	Jun 01, 2023
	Sep 30, 2024
<b>Short Answer</b>	Developing Zoning
	Jun 01, 2023
	Sep 30, 2024
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Oct 02, 2023
	Feb 15, 2024
<b>Short Answer</b>	Holding legislative session and adopting compliant zoning
	Mar 04, 2024
	Sep 23, 2024
<b>Short Answer</b>	Hold Planning Board Hearings
	Apr 03, 2024

Jun 26, 2024

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**Short Answer**

Submit Compliance application to DHCD

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Oct 01, 2024

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Nov 01, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Sent email regarding compliance model question to DHCD3A@mass.gov and never received response. Additional conversations need to be had regarding MBTA station location for potential TOD zoning on Broad St in Bridgewater.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Brockton
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	5596
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Montello, Brockton, Campello
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Evan Sears
<b>1.7a. Title</b>	Planner 1
<b>1.7b. Email Address</b>	esears@cobma.us

<b>1.7c. Phone Number</b>	(508) 580-7113
<b>1.8 Please provide the name of the municipal CEO</b>	Robert Sullivan
<b>1.8b Mailing address of municipal CEO</b>	45 School St Brockton, MA 02301
<b>1.8c Email address of municipal CEO</b>	MayorSullivan@cobma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Rob May - Brockton Director of Planning and Economic Development  John Fay - Brockton Senior Planner  Christine Madore - MHP  Emily Innes - Innes Associates  Eric Halvorsen - RKG Associates  Hansy Better Barraza - Studio Luz  Sophie Nahrman - Studio Luz

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	No
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Complete Neighborhood Campello and Downtown/Trout Brook Zoning Revision

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	d. A new base zoning district or districts
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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Montello - 123 acres with the Montello station situated in the northwestern portion of the district. Industrial areas lie to the west of the station, mostly low to moderate density residential with a bit of commercial to the east. The district focuses mostly on Main St, Montello St, and an underutilized and poorly maintained industrial district that separates the "Village" neighborhood from the MBTA Montello Station.

Brockton - 236 acres with the Brockton/Downtown station right in the center. This district is a combination of existing districts. Downtown's Smart Growth Overlay District encompasses most of the core Downtown area west and south of the station. The Trout Brook Urban Renewal District adds a large portion of vacant, previously industrial land and will hopefully help connect Downtown to the residential areas further east. This combined district includes not only the MBTA station, but the Brockton Area Transit hub as well.

Campello - 179 acres focused on the historical Campello neighborhood, west and north of the station, as well as the underutilized industrial area directly to the east on the far side of the station. This area was once a vibrant, economically prosperous village and still possesses the base qualities for a revival. The heart of this area contains a few historic buildings and a recently renovated public park. East of the station is a cluster of industrial zones with some residential neighborhoods beyond. There is no convenient way to cross the tracks from the station so the district does not extend very far in that direction.

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<b>File</b>	<a href="https://massgov.formstack.com/admin/download/file/14086961543">https://massgov.formstack.com/admin/download/file/14086961543</a>
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<b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b>	Walkability, street retail, green and open space, street tree canopy, safety, community space.
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## Section 4: Action Plan Timeline

<b>Description Area</b>	This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach Developing zoning Applying DHCD's compliance model to test for density and unit capacity Holding planning board hearings Holding legislative sessions and adopt compliant zoning Submit District Compliance application to DHCD
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<b>Description Area</b>	Task
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<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach and collaboration
	Feb 02, 2023
	Dec 31, 2023
<b>Short Answer</b>	Develop zoning
	Mar 27, 2023
	Dec 31, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	May 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Holding planning board hearings
	Jan 01, 2024
	Jul 01, 2023
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning
	Jan 01, 2024
	Jul 01, 2023
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Sep 01, 2024
	Dec 31, 2024

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

All dates are very rough estimates. Brockton will be designing a district for all three of its commuter rail stations, and each one is currently at a different stage in the process, so many timeframes will be long and overlapping as it is representing all three. Brockton is also looking into Accessory Dwelling Units as a way to increase housing production further from the station areas.

The Downtown station area is already entering the public planning stage with potential zoning changes while Campello is only in the preliminary planning stages. In the Montello station area, we are just beginning data collection and analysis. Each district/station will move through and complete the process at different times with much of the work being done by hired consultants so specific dates are difficult. We are expecting to finalize the planning process for the Downtown and Campello station areas by late summer/early fall with Montello being completed by the end of the year at the latest.

The hope is to have all districts designed and finished by the end of this year which will give Brockton a full year to navigate through the official political processes and submit to DHCD in time for a compliance determination by the 12/31/24 deadline.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Brookline

**1.2. Community Category** Rapid transit community

**1.3. Multifamily Unit Capacity Requirement** 6990

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** Yes

**1.4a. Please list MBTA rapid transit stations that are located within this municipality's boundaries** Longwood, Brookline Village, Brookline Hills, Beaconsfield, Reservoir, Saint Mary's Street, Hawes Street, Kent Street, Saint Paul Street, Coolidge Corner, Summit Avenue, Brandon Hall, Fairbanks Street, Washington Square, Tappan Street, Dean Road, Englewood Avenue, Cleveland Circle

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

<b>Description Area</b>	Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".
<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Fenway, Mission Park, Riverway, Back of the Hill, Boston University East, Boston University Central, Amory Street, Babcock Street, Packards Corner, Harvard Avenue, Griggs Street, Allston Street, Warren Street, Sutherland Road, Chiswick Road, Chestnut Hill Avenue
<b>1.7. Please provide the name of the person filling out this form</b>	Kara Brewton
<b>1.7a. Title</b>	Director of Planning & Community Development
<b>1.7b. Email Address</b>	kbrewton@brooklinema.gov
<b>1.7c. Phone Number</b>	(617) 730-2468
<b>1.8 Please provide the name of the municipal CEO</b>	Chas Carey
<b>1.8b Mailing address of municipal CEO</b>	Town Administrator's Office 333 Washington Street Brookline, MA 02445
<b>1.8c Email address of municipal CEO</b>	ccarey@brooklinema.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Maria Morelli, Senior Planner RKG Consultants

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

In November 2022 draft Housing Production Plan presentation, our consultant has identified the following goals: (1) increasing support for the Brookline Housing Authority (BHA) to modernize and develop affordable housing for low-income households; (2) create more deed-restricted affordable housing so that 10% of our housing stock is deed-restricted (not as measured on SHI); (3) change zoning to encourage housing as-of-right; (4) continue to monitor local preference policy.

Work to date has included: (1) additional funding to BHA with ARPA funds; (2) working on disposing of two municipal parking lots for housing: Kent-Station Street lot and Babcock Street lot; (3) multi-family study started a couple years ago identified minor changes in zoning such as height that would encourage 4-story buildings along Harvard Street; (4) led regional analysis of local preference with respect to race.

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

Upzoning on Route 9 between Brookline Village and Brookline Hills; adjusting inclusionary zoning to require on-site units on smaller projects, making accessory dwelling units easier (no special permit).

### Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

d. A new base zoning district or districts

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Harvard Street corridor; see website for work to date: <https://www.brooklinema.gov/2044> and also attached file

**File** <https://massgov.formstack.com/admin/download/file/14019199942>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Keeping commercial uses on first floor, developing specific architectural standards for Brookline Village National Register District

### Section 4: Action Plan Timeline



**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
 Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Educating elected officials on MBTA requirements
	Mar 01, 2022
	Mar 01, 2023
<b>Short Answer</b>	Analyzing gaps in current zoning to permit multifamily construction and applying compliance model
	Jan 01, 2022
	Feb 01, 2023
<b>Short Answer</b>	Small-group meetings with officials, Boards, and Town Meeting Members
	Sep 01, 2022
	Mar 01, 2023
<b>Short Answer</b>	Develop standards for Brookline Village National Register District
	Mar 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Seek reserve fund transfer for emergency funding to create form-based zoning and develop FBZ
	Feb 01, 2023
	Jun 30, 2023

<b>Short Answer</b>	General public outreach and community decisions re: Harvard Street corridor zoning
	Mar 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Develop and submit warrant article for Fall Town Meeting
	Jul 01, 2023
	Aug 30, 2023
<b>Short Answer</b>	Planning Board hearing in October, Town Meeting in Nov-Dec, submit application by 12/31/23
	Oct 01, 2023
	Dec 31, 2023

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Without having the ability to require commercial use on the ground floor in our core commercial districts along Harvard Street, we may not be able to secure a majority vote at Town Meeting. At this time we are not planning on excluding our core commercial districts to assuage the fears of obliterating our small commercial tenants because: (i) these are locations that in many cases make the most sense to add housing; (ii) we have seen in 40B developments many small businesses relocate in the new buildings; and (iii) the regulations mandate contiguous areas of at least 5 acres in size.

Additionally, we are unsure whether Town Meeting will agree to no parking minimums by right. While the Town has made major strides in getting rid of minima, our zoning now requires a special permit if an applicant seeks no parking for housing developments. Immediately after the Town Meeting vote that allowed this special permit provision (by a majority, not two-thirds), voters elected a major change in Town Meeting members -- many asking for a more comprehensive plan prior to other zoning changes. A major problem for us is that the compliance model assumes that -- even in urban areas -- developers that include parking with housing would only build units adjacent to parking. The model presumes that builders wouldn't even construct a building over surface parking. We have recently experienced a series of midrise 40Bs that have been constructed in this urban corridor, none of which are buildings built adjacent to surface parking. While no parking minimums by right may seem an obvious policy solution, it may prove to not be a politically palatable outcome.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Burlington

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 1043

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Elizabeth Bonventre

**1.7a. Title** Planning Director

**1.7b. Email Address** ebonventre@burlington.org

**1.7c. Phone Number** (781) 270-1645

**1.8 Please provide the name of the municipal CEO** Paul Sagarino

**1.8b Mailing address of municipal CEO** 29 Center Street  
Office of the Select Board  
Burlington, MA 01803

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**1.8c Email address of municipal CEO** psagarino@burlington.org

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** The core team members include the Assistant Planner, Economic Development Director, and a subcommittee of the Planning Board. At the next subcommittee meeting an MBTA Communities Working Group will be formed which will include a cross-section of the community.

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town completed a Master Plan in 2018 where the Housing Chapter made the following recommendations.

- 1) Preserve the quality of housing stock in the traditional family- oriented neighborhoods that provide the largest portion of housing in the community.
  
- 2) Expand the range of housing options in Burlington to better serve the housing needs for different age groups and living circumstances, so that young people and seniors can find excellent housing in town that is affordable relative to their available income and resources.
  
- 3) Promote housing affordability for those who are part of Burlington's workforce, so that people who work in town can live in town and so that young families are not priced out of the community.

In 2021 the Burlington Housing Partnership, a Select Board appointed committee tasked with promoting affordable housing opportunities, was revived with new leadership and new purpose. The Planning Office, in conjunction with the Housing Partnership solicited the assistance of MAPC to conduct a Housing Needs Assessment. The Assessment was completed in June of 2022 and made the following recommendations.

- 1) Burlington needs to promote and expand more diverse housing options beyond single family and large scale multi-family project.
  
- 2) Access to housing is key to fostering an inclusive and diverse community.
  
- 3) Burlington lacks enough affordable housing to meet resident's needs.

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**2.2. Is this municipality currently working on any other planning for housing?**

No

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Burlington will be creating a new zoning overlay district to achieve compliance. The district will likely be located adjacent-to or within existing commercial areas of town. These areas are already served by existing bus lines and would allow workers who currently commute to Burlington to live here, reducing traffic and bolstering the local restaurant, retail, and service industry.

**File** <https://massgov.formstack.com/admin/download/file/14094559635>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Traffic impacts and available mitigation. Proximity to employment and shopping. Potential effect on the school system. Green building technologies. Robust landscaping and LID features. Nature based solutions to mitigate the heat island effect.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

**Short Answer** Public Outreach

Oct 01, 2022

Jun 30, 2023

**Short Answer** Developing Zoning

Jul 01, 2022

Oct 30, 2023

**Short Answer** Compliance Model Testing

Mar 01, 2023

Oct 30, 2023

**Short Answer**Planning Board Hearings

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Oct 30, 2023

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Jan 18, 2024

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**Short Answer**Legislative Sessions

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Jan 18, 2024

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Sep 30, 2024

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**Short Answer**Submit for Compliance

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Oct 01, 2024

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Nov 01, 2024

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Cambridge
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<b>1.2. Community Category</b>	Rapid transit community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	13477
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	Yes
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<b>1.4a. Please list MBTA rapid transit stations that are located within this municipality's boundaries</b>	Lechmere, Kendall/MIT, Central, Harvard, Porter, Alewife
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>Description Area</b>	Although there is an MBTA commuter rail station within its municipal boundaries, this municipality's community category is Rapid Transit. This is because a community's category is determined by the transit station with the highest level of transit service. If there are 100 or more acres of rapid transit stations' developable station area within municipal boundaries, then the community category is Rapid Transit regardless of whether the community is also served by the commuter rail. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area" and "developable land" to explain how this determination was made.
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Porter
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	Yes
<b>Description Area</b>	Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".
<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Davis, Community College, Union Square, B.U. West, B.U. Central
<b>1.7. Please provide the name of the person filling out this form</b>	Iram Farooq
<b>1.7a. Title</b>	Assistant City Manager for Community Development
<b>1.7b. Email Address</b>	ifarooq@cambridgema.gov
<b>1.7c. Phone Number</b>	(617) 349-4606
<b>1.8 Please provide the name of the municipal CEO</b>	Yi-An Huang
<b>1.8b Mailing address of municipal CEO</b>	795 Massachusetts Avenue 1st Floor Cambridge, MA 02139
<b>1.8c Email address of municipal CEO</b>	citymanager@cambridgema.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	City of Cambridge staff from the Community Development Department's Zoning Division, Housing Division, and Community Planning Division, and the Law Department. This project is coordinated by Jeff Roberts, Director of Zoning and Development (jroberts@cambridgema.gov), and Mason Wells, Associate Zoning Planner (mwells@cambridgema.gov). Additional support for mapping and data analysis is being provided by Cliff Cook, Senior Planning Information Manager, Brendan Monroe, GIS Planner, and Scott Walker, Planning Data Analyst.

## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

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Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

In 2019, the city published a comprehensive plan entitled “Envision Cambridge.” The extensive planning process affirmed our community’s commitment to safe, affordable, and life-enriching housing. The “Housing Plan” section is found on pages 137 to 155 of “Envision Cambridge.” Below are several relevant strategies and actions from this plan:

Strategy 1 - Increase overall housing production.

- o Action - Change zoning to enable more housing, including affordable housing, to be built along major corridors, squares, and in other areas that have the capacity to accommodate growth and are well served by transit
- o Action - Require the creation of significant new housing in areas that are being rezoned.

Strategy 2 - Encourage affordable housing production for low-, moderate-, and middle-income households through regulatory and zoning incentives.

- o Action - Offer density bonuses and relief from other dimensional regulations for fully affordable housing developments through a citywide affordable housing overlay.

Strategy 3 - Expand resources for affordable housing production and preservation

Strategy 4 - Maintain a range of housing options to enable households to transition to units best suited to them as their needs change.

Strategy 5 - Expand tools and resources to prevent displacement and housing insecurity, and address homelessness.

Strategy 6 - Develop a broader coalition of public and private entities to support housing production, especially affordable housing, in Cambridge and the region.

Cambridge also has many longstanding policies related to housing production and affordability. These initiatives are reviewed and updated on an ongoing basis:

- Incentive Zoning (linkage) Ordinance adopted in 1989 to generate funds for affordable housing. More than \$55 million has been raised to-date.
- Affordable Housing Trust created in 1989. The Trust has supported more than 4,000 affordable units and more than \$317 million in City funds have been provided to-date.
- Inclusionary Housing Ordinance adopted in 1998 to create affordable units in new market-rate housing. 1,500 affordable units have been created to-date under this ordinance, along with market-rate units. The ordinance was last amended in 2017 following a study that assessed financial feasibility.
- Community Preservation Act adopted in 2001. 80% of CPA funds have been used to fund affordable housing.
- Short-Term Rentals are regulated to minimize housing units lost as permanent housing.
- In redeveloping areas of the City, such as Kendall Square and North Point, new housing is required as a component of mixed-use development.
- The City offers several programs supporting homeownership, including education and funding assistance for first-time homebuyers, and funding for

homeowners to complete needed home repairs and improvements.

- Housing is recognized as a critical pillar of public health in the City's Community Health Improvement Plan (CHIP).
- Cambridge is part of the Metro Mayors Coalition, a group of regional municipal city leaders, who set a goal to produce 185,000 new housing units across fifteen towns and cities in the region by 2030.

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

The following zoning initiatives are completed or underway based on the Housing Plan section of Envision Cambridge:

- 2020 adoption of Affordable Housing Overlay Zoning – relaxed zoning requirements and established as-of-right approvals for affordable housing. The City has permitted ~500 new units of affordable housing through this zoning. City Council discussing revisions to increase allowable housing in some areas.
- 2022 Zoning Amendment – eliminated minimum parking requirements for new housing.
- 2022 Cambridge Street Planning Study – recommends increased height and density for housing along a major mixed-use corridor.
- Alewife Zoning Working Group – in progress, discussions have included increasing allowed residential heights and densities and requiring housing as part of mixed-use development in an area expected to have major redevelopment.
- Allowing multifamily housing citywide – City Council discussing zoning changes to allow multifamily in districts that allow only single-family, two-family, or townhouse development, which cover about ¼ of the city and tend to be farther from transit.
- North Massachusetts Avenue Planning Study – City is planning to start a study process that will consider zoning changes along this major mixed-use corridor.
- The City will continue its periodic studies of Incentive Zoning and Inclusionary Housing policies.

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### **Section 3: Preliminary Zoning Strategies**

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Cambridge is a dense urban community with approximately 6.4 square miles of land area, 117,000 residents, and 6 MBTA rapid transit stations. Most of Cambridge is zoned to allow multifamily housing as-of-right. The districts that allow the highest residential densities tend to be directly next to MBTA rapid transit stations. The districts that do not allow multifamily housing are Open Space districts and Residence A and B districts, which cover about one quarter of the total land area of the city and tend to be further from rapid transit.

The attached map identifies zoning districts that are (90% by area) within a half-mile of at least one rapid transit station and allow multi-family housing as-of-right at a density that could potentially meet the Section 3A criteria. Because Cambridge's zoning districts are small and fine-grained, compliant zoning districts that are geographically contiguous will need to be combined to meet all of the DHCD guidelines, particularly the guidelines for minimum unit capacity. Our initial review suggests that a subset of these existing districts can constitute a "compliant district" meeting all of the DHCD guidelines.

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**File** <https://massgov.formstack.com/admin/download/file/14094589834>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Our ongoing zoning and planning work is guided by the "Envision Cambridge" plan. Important non-housing characteristics identified in this plan include: livability, diversity and equity, economic opportunity, sustainability and resilience, community health and wellbeing, and learning. Envision Cambridge describes a set of policies and actions that are part of an integrated planning strategy for the entire city.

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## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;&nbsp;&nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;&nbsp;&nbsp;Public outreach  
Developing zoning&nbsp;&nbsp;&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;&nbsp;&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;&nbsp;&nbsp;Submit District Compliance application to DHCD

---

**Description Area** Task

---

**Description Area** Start

---

**Description Area** Finish

---

<b>Short Answer</b>	Apply DHCD's compliance model to test current zoning for density and unit capacity.
	Dec 01, 2022
	Oct 31, 2023
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Nov 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	N/A - Cambridge expects to submit existing zoning for compliance. Therefore, no formal adoption process is anticipated.
	Jan 31, 2023
	Jan 31, 2023
<b>Short Answer</b>	N/A
	Jan 31, 2023
	Jan 31, 2023
<b>Short Answer</b>	N/A
	Jan 31, 2023
	Jan 31, 2023
<b>Short Answer</b>	N/A
	Jan 31, 2023
	Jan 31, 2023

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Canton

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 1490

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Canton Center  
Canton Junction

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Kevin Shea

**1.7a. Title** Housing Coordinator

**1.7b. Email Address** kshea@town.canton.ma.us



<b>1.7c. Phone Number</b>	(339) 502-5728
<b>1.8 Please provide the name of the municipal CEO</b>	Charles Doody
<b>1.8b Mailing address of municipal CEO</b>	801 Washington Street Canton, MA 02021
<b>1.8c Email address of municipal CEO</b>	townadmin@town.canton.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	<p>Canton MBTA Multi-Family Zoning Working Group appointed by Select Board includes Town Administrator, Chair of the Zoning Board of Appeals, Planning Board member, Building Commissioner, Interim Town Planner, and Housing Coordinator.</p> <p>Also, the six members of the Canton Affordable Housing Trust that includes Select Board Member, Planning Board member, CPC Member, Canton Housing Authority Chair, Town Administrator, and Town Finance Director.</p> <p>The Town has been awarded a Technical Assistance Grant through the Massachusetts Housing Partnership to hire a consultant to assist Canton in complying with the new Section 3A MBTA Multi Family Zoning Requirement.</p>

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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---

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Draft Zoning Updates for Downtown Canton prepared by MAPC .  
Community Outreach Meeting was held on November 29, 2022.

Canton Center Economic Opportunity District (TOD) Bylaw established in 2002 to increase allowable densities and encourage mixed residential and commercial uses.

Town Meeting established a Canton Affordable Housing Trust in 2021.

The Town of Canton's Master Plan was updated in 2017 and 2019 and adopted in 2020 with a housing component designed to expand housing choice throughout the community and to increase capacity to implement housing strategies. The Masterplan notes the critical connection between the future of the Canton Junction TOD and the Town's housing goals.

The Town recently hired a part-time professional Housing Coordinator through CPA funds.

The Canton Junction Equitable Transit-Oriented Development Plan was completed in 2020 with technical assistance from MAPC.

The Canton Housing Action Plan was completed in 2015 with technical assistance from MAPC.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

Draft Housing Production Plan prepared with the assistance of JM Goldson LLC for review by the Select Board and Planning Board in January of 2023.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- d. A new base zoning district or districts

---

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- District boundaries
  - Use schedule
  - Dimensional regulations
-

**Explanation:**

One potential option for the Town of Canton to use for compliance with Section 3A is to amend one sub-district of the existing Canton Center Economic Opportunity District (CCEOD). This overlay district has successfully led to mixed-use development in the area over the past twenty years. CCEOD zoning bylaw attached)

The sub-district that could potentially be amended is Priority Revitalization Area C. Priority Revitalization Area C runs along Revere Street from Priority Revitalization A (Canton Center) to the intersection of the railroad bridge/tracks and Revere Street. The boundaries of Area C would need to be expanded to the northwest to an area along Jackson, Chapman and Neponset streets. This expanded area would remain in the half mile radius of Canton Junction. (map of half mile radius of Canton MBTA stations and CCEOD Priority Areas attached)

Several changes may be necessary in Priority Revitalization Area C to comply with Section 3A. For example, residential uses, including multi-family dwellings, are allowed, but with a special permit by the Zoning Board of Appeals. It is also anticipated that some dimensional requirements would have to be reviewed.

---

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Another potential option for the Town of Canton to use as a possible compliant Section 3A district would be to create a new base zoning district around Canton Junction. The Canton Junction Equitable Transit-Oriented Development Plan (portions attached) was completed in 2020 by the Town of Canton with technical assistance by the Metropolitan Area Planning Commission. Through this public engagement process an updated vision for Canton Junction was developed. "Overtime, Canton Junction will have a neighborhood that fully takes advantage of its location in the Town-centered around a commuter rail station, adjacent to the Paul Revere Heritage site, and walkable to the downtown." Within the report MAPC staff recommended creating a new base zoning district that would be conducive to the Canton Junction vision statement which would provide an opportunity for arrange of uses and densities.

MAPC suggested creating two sub areas which would include the areas along Revere Street, which is currently located in the CCEOD Priority Revitalization Area C, and the area to the northwest of Area C along Jackson, Neponset, and Chapman streets.

The Canton Junction Equitable TOD Plan also emphasizes the link to the Town's Master Plan. The Town's Master Plan places a strong focus on planning for the future of Canton Junction. The Master Plan also notes the critical connection between the future of the Canton Junction TOD and the Town's housing goals.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

As outlined in the Canton Junction Equitable Transit-Oriented Development Plan other non-housing characteristics to consider are,

Creating a vibrant neighborhood that is both welcoming and affordable across a range of incomes.

New types of development that introduces high quality design and meets the needs of existing and new Town residents

A neighborhood that is safe and comfortable to walk and bike

A distinct sense of place that connects seamlessly with the downtown and the Paul Revere Heritage site.

An area that transitions in scale from existing single -family neighborhoods to higher scale development towards the rail station

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Apply DHCD Compliance Model to Test For Density and Unit Capacity
	Feb 01, 2023
	Apr 30, 2023
<b>Short Answer</b>	Public Outreach
	Apr 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Planning Board Public Hearing
	Mar 01, 2023

Jun 30, 2023

**Short Answer**

Hold Legislative Sessions and Adopt Compliant Zoning

Sep 01, 2023

Oct 31, 2023

**Short Answer**

Public Communication and Education About Proposed Zoning Articles

Mar 01, 2024

Mar 31, 2024

**Short Answer**

Submit Zoning Changes to Town Meeting

May 15, 2024

May 15, 2024

**Short Answer**

Submit District Compliance Application to MA DHCD

Dec 31, 2024

Dec 31, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Carlisle

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 95

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Julie Mercier

**1.7a. Title** Town Planner

**1.7b. Email Address** jmercier@carlislema.gov

**1.7c. Phone Number** (978) 369-9702

**1.8 Please provide the name of the municipal CEO** Ryan McLane

<b>1.8b Mailing address of municipal CEO</b>	Carlisle Town Hall 66 Westford Street Carlisle, MA 01741
<b>1.8c Email address of municipal CEO</b>	rmclane@carlislema.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Town Planner Planning Board Carlisle Affordable Housing Trust Select Board Housing Production Plan Advisory Committee

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Carlisle recently completed a Master Plan (April 2022) that has goals related to housing, one of which is to update the Housing Production Plan to guide the Carlisle Affordable Housing Trust's work and priorities over the next handful of years. The Housing Production Plan update is nearly complete, and includes a goal to pursue compliance with MBTA Communities. Various boards and committees in Town will be continuing this conversation in the coming months.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	The Housing Production Plan update, which is nearly complete, includes a number of goals and strategies related to affordable housing and attainable housing.

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	c. A new 40R or other overlay zoning district
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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Very preliminary strategies include: (1) consideration of housing on a Town-owned property not far from the center of Town, known as the Banta-Davis land; and (2) rezoning or creating an overlay around the Town center.

These strategies are noted in the Housing Production Plan, and align with strategies in the Master Plan.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The big challenge to developing housing in Carlisle is the lack of municipal water and wastewater systems and the need for relatively large areas to accommodate wells, cisterns and septic, which informs the minimum lot size of 1-2 acres. Carlisle also has extensive wetland resources and riverfront area throughout Town, and prioritizes preservation of open space in all Town planning efforts.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Strategizing with PB, SB and CAHT

Jan 20, 2023

Mar 31, 2023

**Short Answer**

Public Outreach

Apr 01, 2023

Oct 31, 2025

**Short Answer**

Developing Zoning

Apr 01, 2023



Aug 31, 2025

**Short Answer**

Compliance Model

Apr 01, 2023

Aug 31, 2025

**Short Answer**

Planning Board hearings

Jan 01, 2025

Aug 31, 2025

**Short Answer**

Town Meeting - 1st try

May 01, 2025

May 31, 2025

**Short Answer**

Town Meeting - 2nd try (if needed)

Oct 01, 2025

Oct 31, 2025

**Short Answer**

Submit for Compliance

Dec 31, 2025

Dec 31, 2025

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

I am new to the Town of Carlisle and am inserting myself into ongoing processes and conversations that have been led by very capable and knowledgeable residents and volunteers. I am getting up to speed with the 3A requirements for adjacent small towns, and want time to work through some ideas with the appropriate local stakeholders. At this time, a lot more conversations are needed at the local level to determine if there is a viable strategy the Town of Carlisle can and wants to pursue. I have built the above schedule with large buffers of time for each step, though if a viable strategy can be found, things may happen more quickly.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Carver

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 235

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Thomas Bott

**1.7a. Title** Town Planner

**1.7b. Email Address** thomas.bott@carverma.gov

**1.7c. Phone Number** (508) 866-3405

**1.8 Please provide the name of the municipal CEO** Robert Fennessy

**1.8b Mailing address of municipal CEO** 108 Main Street  
Carverq, MA 02330

---

**1.8c Email address of municipal CEO** Robert.Fennessy@carverma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Carver Planning Board  
Carver Select Board  
SRPEDD

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** The Town of Carver has identified several relevant housing strategies in their 2017 Master Plan, including allowing multi-family housing development in village areas and a general review of their zoning bylaws to promote a mix of uses.

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**2.2. Is this municipality currently working on any other planning for housing?** No

---

## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)** c. A new 40R or other overlay zoning district  
d. A new base zoning district or districts

---

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).** The Town of Carver will explore the creation of a new multi-family district (through a 40R overlay or new base zoning district) within existing areas of density, including the Village (V) districts located near and along Route 58.

---

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.** The Town of Carver will explore the creation of a new multi-family district (through a 40R overlay or new base zoning district) within existing areas of density, including the Village (V) districts located near and along Route 58.

---

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Access to commercial and civic amenities;  
 Access to municipal services;  
 Compact development that encourages walkable neighborhoods; and  
 Siting that considers the continued preservation of Carver's numerous natural and agricultural resources.

**Section 4: Action Plan Timeline**

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

Description Area	Task
Description Area	Start
Description Area	Finish
Short Answer	Ongoing public outreach.
	Apr 01, 2023
	Dec 31, 2025
Short Answer	Suitability analysis to determine siting for a new district.
	Sep 01, 2023
	Dec 31, 2023
Short Answer	Exploration of options for new, compliant multi-family zoning (through 40R or otherwise).
	Jan 01, 2024
	Jun 30, 2024
Short Answer	Presentation of district options to Planning and Select Boards.
	Jul 01, 2024
	Sep 30, 2024

<b>Short Answer</b>	Compliance modeling for new district(s).
	Nov 01, 2024
	Dec 31, 2024
<b>Short Answer</b>	Final review of district(s) with the Planning and Select Boards, including any necessary public outreach.
	Nov 01, 2024
	Dec 31, 2024
<b>Short Answer</b>	Adoption of new district(s) at Spring or Fall Town Meeting.
	Jan 01, 2025
	Nov 30, 2025
<b>Short Answer</b>	Submission of District Compliance to DHCD (dependent of date of Town Meeting).
	Jan 01, 2025
	Dec 31, 2025

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Chelmsford

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 1477

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Evan Belansky

**1.7a. Title** Director of Community Development

**1.7b. Email Address** ebelansky@chelmsfordma.gov

**1.7c. Phone Number** (978) 250-5231

**1.8 Please provide the name of the municipal CEO** Paul Cohen

**1.8b Mailing address of municipal CEO** 50 Billerica Road  
Chelmsford, MA 01810

---

**1.8c Email address of municipal CEO** pcohen@chelmsfordma.gov

---

**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Elected Planning Board, Northern Middlesex Council of Governments (NMCOG) via DLTA technical assistance, in-kind assistance from NMCOG Executive Director, and Community Development Director.

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The following are ongoing goals as identified in the 2020 Master Plan Housing Chapter.

1. Target identified Potential Housing sites for development
2. Continue to implement the CEIOD zoning bylaw, Center Village Zoning Overlay, the Route 129 BAOD bylaw and the Inclusionary Housing Bylaw
3. Prioritize mixed-use redevelopment projects

Additionally, the Master Plan states the importance of the Town being able to "Maintain eligibility for state funding programs for housing, economic development, infrastructure, transportation." The Master Plan Land Use and Zoning goals describe the importance of managing and directing growth, including redevelopment and new development, by revitalizing the local economy, and promoting the development of diverse and affordable opportunities for all

The Housing Production Plan includes goals to: create housing and address unmet housing needs; to promote the development and maintenance of diverse and affordable housing opportunities for Chelmsford residents consistent with the community's character for all income levels, lifestyles and age groups; and to utilize the Village and Mill Reuse Overlay District as a means to encourage the redevelopment of existing sites into mixed-use, higher value properties.

**2.2. Is this municipality currently working on any other planning for housing?**

No

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts
- e. Other zoning strategy

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The following would possibly be a 3A-compliant district:

1. In February 2022, Town Meeting adopted the UMass West Multi Family Zoning Overlay District which permits 15 units an acre for by right multi-family (see 9.a file attachment).
2. The Overlay property is about three-quarters of a mile from the North Chelmsford Village commercial district. There are sidewalks leading to the commercial district. Route 495 and Route 3 are major highways located approximately 7.5 and 2.5 miles from the Subject Area, respectively. The Subject Area is served by the Lowell Regional Transit Authority ("LRTA"), and a bus stop exists for the Route 17 bus at the northern boundary of the Subject Area, on Princeton Street. There are additional bus stops in the area and the LRTA route makes stops at locations such as the Boys & Girls Club, the Chelmsford Senior Center, Walmart, Middlesex Village, Princeton Village, Vinal Square and Drum Hill shopping areas and other commercial and educational sites. The LRTA route originates and terminates at the Kennedy Bus Transfer Center in the Gallagher Transportation Terminal, which houses integrated parking and transit related facilities, including the MBTA commuter rail and the Kennedy Bus hub. Therefore, it is possible to access and enhance connectivity to the Lowell MBTA Commuter Rail Line via the LRTA from the Subject Area.
3. NMCOCG is running the compliance model to for this overlay.

**File**

<https://massgov.formstack.com/admin/download/file/14086233622>

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Other: no existing district comply



**Explanation:**

No existing zoning districts comply and would likely require significant modifications to achieve compliance. Anticipated to be investigated as part of the Action Plan element of "developing zoning". Underlying zoning districts do not permit multi-family other than the RM Multi-family zoning district. These RM zones are primarily built out per current zoning but could be up zoned to accommodate 15 units per acre. An existing zoning overlay, the Community Enhancement and Investment District, which applies to all existing commercial districts permits multi-family but currently requires a special permit for units over 5. This overlay district could be modified to accommodate 15 units per acre.

---

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Potential district is not identified. Anticipated to be investigated as part of the Action Plan element of "developing zoning". A new zoning overlay specific to "MBTA zoning" modeled on the Umass west multifamily overlay district (see 3.1.a) could also be an option.

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Potential district is not identified. Anticipated to be investigated as part of the Action Plan element of "developing zoning". Option to create a new base zoning districts appears unlikely.

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**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

Option may likely include a combination of modifying existing zoning districts and overlays and the creation of new overlays for purposes of targeting specific housing types in different geographic areas of the town.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

1. Existing sewer capacity is limited.
2. Siting and location of future Title V systems within Aquifer protection zones.
3. Community fatigue for additional multifamily typology that mirrors existing multifamily rental housing developments created under MGL Chapter 40B (4-story central corridor).

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**Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jan 01, 2023
	Oct 30, 2024
<b>Short Answer</b>	Developing Zoning
	Jan 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Applying DHCD's compliance model
	Jan 01, 2023
	Jul 31, 2023
<b>Short Answer</b>	Submit final draft to DHCD for advisory review / opinion
	Jan 01, 2024
	Mar 31, 2024
<b>Short Answer</b>	Revise final draft per DHCD comments
	Apr 01, 2024
	Jun 30, 2024
<b>Short Answer</b>	Planning Board public hearing
	Aug 01, 2024
	Sep 30, 2024

**Short Answer**

Legislative sessions of the Select Board and Fin Com

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Sep 01, 2024

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Sep 30, 2024

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**Short Answer**

Town Meeting adoption

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Oct 01, 2024

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Oct 31, 2024

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Chelsea
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<b>1.2. Community Category</b>	Rapid transit community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	3639
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	Yes
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<b>1.4a. Please list MBTA rapid transit stations that are located within this municipality's boundaries</b>	SL3 Eastern Avenue, SL3 Box District, SL3 Bellingham Square, SL3 Chelsea
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>Description Area</b>	Although there is an MBTA commuter rail station within its municipal boundaries, this municipality's community category is Rapid Transit. This is because a community's category is determined by the transit station with the highest level of transit service. If there are 100 or more acres of rapid transit stations' developable station area within municipal boundaries, then the community category is Rapid Transit regardless of whether the community is also served by the commuter rail. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area" and "developable land" to explain how this determination was made.
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**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Chelsea - Newburyport/Rockport Line

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**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

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**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

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**1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.** Blue Line Wood Island

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**1.7. Please provide the name of the person filling out this form** Alexander Train

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**1.7a. Title** Director

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**1.7b. Email Address** atrain@chelseama.gov

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**1.7c. Phone Number** (617) 466-4192

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**1.8 Please provide the name of the municipal CEO** Edward Keefe

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**1.8b Mailing address of municipal CEO** 500 Broadway  
302  
Chelsea, MA 02150

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**1.8c Email address of municipal CEO** nkeefe@chelseama.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Karl Allen (Economic Development Planner), Ibrahim Lopez-Hernandez (Sustainability Manager)

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## **Section 2: Housing Overview**

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<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The City of Chelsea has allocated \$3.54 million towards housing through ARPA funds. \$2.22 million will increase equitable affordable and mixed-income housing opportunities, including affordable housing (below 80% AMI) and workforce housing (between 80% AMI and 120% AMI). \$1.32 million will support housing stability initiative and programs to prevent evictions and displacement.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Fair Housing Plan

### Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
<b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b>	District boundaries Use schedule Dimensional regulations Parking requirements
<b>Explanation:</b>	Current mixed-use district would be expanded geographically to comply with Multifamily Unit Capacity Requirement. See attached file for preliminary Compliance Model results with expanded district.
<b>File</b>	<a href="https://massgov.formstack.com/admin/download/file/14087281382">https://massgov.formstack.com/admin/download/file/14087281382</a>
<b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b>	Walkability, bike lanes, ground-floor retail, connectivity to the SL3 and Commuter Rail (Chelsea) station.

### Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Housing Affordability Study
	Apr 01, 2023
	Aug 31, 2023
<b>Short Answer</b>	Developing Zoning
	Aug 01, 2023
	Sep 30, 2023
<b>Short Answer</b>	Applying DHCD Model
	Sep 01, 2023
	Sep 30, 2023
<b>Short Answer</b>	Public Outreach
	Jun 01, 2023
	Sep 30, 2023
<b>Short Answer</b>	Planning Board Hearing
	Oct 01, 2023
	Nov 30, 2023
<b>Short Answer</b>	Legislative Sessions
	Oct 01, 2023
	Nov 30, 2023

**Short Answer**

Submit Compliance DHCD

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Dec 01, 2023

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Dec 31, 2023

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Cohasset

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 638

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Cohasset Commuter Rail Station

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	North Scituate Commuter Rail Station
<b>1.7. Please provide the name of the person filling out this form</b>	Lauren Lind
<b>1.7a. Title</b>	Planning & Zoning Director
<b>1.7b. Email Address</b>	LLind@Cohassetma.org
<b>1.7c. Phone Number</b>	(781) 383-4100 ext. 5128
<b>1.8 Please provide the name of the municipal CEO</b>	Christopher Senior
<b>1.8b Mailing address of municipal CEO</b>	41 Highland Avenue Cohasset Town Hall Cohasset, MA 02025
<b>1.8c Email address of municipal CEO</b>	CSenior@CohassetMA.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Select Board, Planning Board, Zoning Bylaw Committee, Planning & Zoning Office staff, and Town Counsel; Future work may include professional consultants

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	2019 Master Plan & 2020 Housing Production Plan
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Working to implement housing goals of Master Plan & HPP with Affordable Housing Steering Committee & Affordable Housing Trust

## Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines

c. A new 40R or other overlay zoning district

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Use schedule  
Dimensional regulations

**Explanation:** Opportunity to modify existing commercial and/or Transit-Oriented Development Overlay Districts; Interest in exploring potential to introduce new 40R district(s)

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Considering parcels that are within reasonable proximity to transit station & consistent with appropriate locations identified in HPP; Two sites in particular identified for further research in preliminary review and other general locations identified that may be appropriate for further study

**File** <https://massgov.formstack.com/admin/download/file/13991289576>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Sustainability & resiliency; Affordability; Traffic generation & multimodal circulation impacts; Architectural aesthetics for compatibility with community history; Infrastructure & linkage improvement opportunities

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

**Short Answer** Public Outreach

Jan 01, 2023

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Dec 31, 2024

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**Short Answer**

Developing Zoning

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Jan 31, 2023

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Jan 31, 2024

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**Short Answer**

Applying DHCD compliance model to test for density & unit capacity

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Jan 31, 2023

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Jan 31, 2024

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**Short Answer**

Holding legislative sessions and adopt compliant zoning

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Feb 01, 2024

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Jun 30, 2024

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**Short Answer**

Submit district compliance application to DHCD

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Nov 01, 2024

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Dec 31, 2024

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**Short Answer**

Holding planning board hearings

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Feb 01, 2024

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Jun 01, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Concord
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	1094
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Concord Center, West Concord
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Elizabeth Hughes
<b>1.7a. Title</b>	Town Planner
<b>1.7b. Email Address</b>	ehughes@concordma.gov

<b>1.7c. Phone Number</b>	(978) 318-3290
<b>1.8 Please provide the name of the municipal CEO</b>	Kerry Lafleur
<b>1.8b Mailing address of municipal CEO</b>	22 Monument Square Concord, MA 01742
<b>1.8c Email address of municipal CEO</b>	klafleur@concordma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Planning and Regional Housing Services Office staff will work with the Select Board, Planning Board, Concord Municipal Affordable Housing Trust, Concord Housing Development Corporation, Concord Housing Foundation and Concord Housing Authority. The Town is seeking assistance from MHP on initial public engagement to educate the community on Section 3A and the DHCD Guidelines, drafting zoning and have public engagement during the development of the new zoning, and development of the required compliance model.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>2018 Envision Concord-Bridge to 2030 Comprehensive Long Range Plan:  <a href="https://www.concordma.gov/DocumentCenter/View/15250/Final-Envision-Concord-Plan-7-30-18-Full-Version-79MB">https://www.concordma.gov/DocumentCenter/View/15250/Final-Envision-Concord-Plan-7-30-18-Full-Version-79MB</a></p> <p>2022 Housing Production Plan:  <a href="https://www.concordma.gov/DocumentCenter/View/40227/Concord-Housing-Production-Plan-2022">https://www.concordma.gov/DocumentCenter/View/40227/Concord-Housing-Production-Plan-2022</a></p> <p>In 2020 and 2021, Town Meeting adopted by-right ADU bylaw (Zoning Bylaw Section 4.2.2.2) and two-family by special permit in Residence C Zoning District (ZBL Section 4.2.2.1):  <a href="https://www.concordma.gov/DocumentCenter/View/1383">https://www.concordma.gov/DocumentCenter/View/1383</a></p>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes

**2.2a. Please briefly describe the housing work underway.**

At the 2023 Annual Town Meeting is a warrant article (Article 35) to amend ZBL Section 4.2.3 Combined Business/Residence to better define the requirement for affordable housing to provided units at 80% AMI and units between 100% and 120% AMI. Additionally, the amendment will reduce the required percentage of affordable housing for smaller projects to hopefully generate more smaller projects in the village centers:  
<https://www.concordma.gov/DocumentCenter/View/40669/2023-Annual-Town-Meeting-Warrant> The Town is working with the Concord Housing Development Corporation on the creation of a 5 unit affordable housing project (Assabet River Bluff) and the Concord Housing Authority is working with Habitat of Humanity on the construction of a new affordable single family dwelling.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- Use schedule
- Dimensional regulations
- Parking requirements

**Explanation:**

The Thoreau Depot Business District is the business village district that surrounds the Concord Center Commuter Rail Station. There are 28 parcels in the district, comprising 15 acres (excluding public roadways and the MBTA right-of-way). The second potential district is located around the West Concord Commuter Rail Station, and is comprised of the Industrial Park A District and the West Concord Industrial District, which are adjacent to the train station and across the Assabet River and the Nashoba Brook. There are 25 parcels, comprising approximately 200 acres (excluding roadways and the MBTA right-of-way)

Was only able to attached one file showing the TDB District. A map of the second district will be attached under Question 3.1c

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**File**

<https://massgov.formstack.com/admin/download/file/14085795581>

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Thoreau Depot Business District is the business village district that surrounds the Concord Center Commuter Rail Station. There are 28 parcels in the district, comprising 15 acres (excluding public roadways and the MBTA right-of-way). The second potential district is located around the West Concord Commuter Rail Station, and is comprised of the Industrial Park A District and the West Concord Industrial District, which are adjacent to the train station and across the Assabet River and the Nashoba Brook. There are 25 parcels, comprising approximately 200 acres (excluding roadways and the MBTA right-of-way)

**File** <https://massgov.formstack.com/admin/download/file/14085795583>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Maintaining vibrant, walkable commercial districts around both train stations is important to the community as is ensuring that any development is sustainably constructed, respectful of the natural environment, provides diverse housing opportunities and options, and is accessible to all. Another critical consideration is the impact on the Town's aging infrastructure and capacity limitations related to the wastewater treatment plant, which cannot be adequately addressed without state and federal action.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

**Short Answer** MHP Assistance Grant Request for public engagement, compliance model and drafting new zoning

Feb 01, 2023

Jun 01, 2023

**Short Answer** Compliance Model



Feb 01, 2023

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Jun 01, 2023

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**Short Answer**

Develop Draft Zoning

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Jun 01, 2023

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Jan 01, 2024

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**Short Answer**

Public Engagement on Draft Zoning

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Jun 01, 2023

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Jan 01, 2024

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**Short Answer**

Planning Board ATM Public Hearing

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Mar 15, 2024

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Mar 16, 2024

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**Short Answer**

2024 Annual Town Meeting

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Apr 28, 2024

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Apr 29, 2024

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**Short Answer**

Submit New Zoning to AG

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May 15, 2024

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Jul 01, 2024

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**Short Answer**

Submit Compliant Zoning to DHCD for approval

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Nov 01, 2024

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Dec 01, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The initial public engagement with MHP assistance would be an opportunity for citizens to learn and understand Section 3A requirements, the DHCD Guidelines and provide the consultant feedback on developing a compliant Zoning Bylaw.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Danvers

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 1176

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Brian Szekely

**1.7a. Title** Planning Director

**1.7b. Email Address** bszekely@danversma.gov

**1.7c. Phone Number** (978) 777-0001

**1.8 Please provide the name of the municipal CEO** Steven Bartha

<b>1.8b Mailing address of municipal CEO</b>	Town Hall 1 Sylvan Street Danvers, MA 01923
<b>1.8c Email address of municipal CEO</b>	sbartha@danversma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Municipal Planning Staff: Brian Szekely, Georgia Pendergast, Josh Morris, Aaron Henry. Additionally, the Planning Board and Affordable Housing Trust will be involved in addition to the Town Manager and Asst. Town Manager.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	No
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	The Town is preparing a Housing Production Plan RFP to potentially be put out Spring of '23.

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> </ul>
<b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b>	<ul style="list-style-type: none"> <li>District boundaries</li> <li>Dimensional regulations</li> <li>Parking requirements</li> </ul>
<b>Explanation:</b>	The Town of Danvers recently passed downtown zoning in 2020 that would comply with 3A as far as density requirements but considers multifamily buildings at 4 units/building where the legislation requires a minimum of 3 units/building. Additionally, the parking requirements may be too stringent to allow for 15 units/acre so parking requirements would most likely have to change. The size of the district has not been determined, and we possibly plan to have different levels of density that average out to 15 units/acre

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

This is a downtown district that we plan to use portions of in order to comply. It is likely that we will use the High Street Mixed Use corridor and the Downtown Corridor Core zone together as our location for the new zoning district/overlay in an area of 50-60 acres.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The scale of downtown and its relation to public infrastructure such as walkability is extremely important. Many interested residents want to move into the area as a downsizing option and seniors have shown their large preference for easily walkable areas that are near town services.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Jan 17, 2023

Sep 22, 2023

**Short Answer**

Developing Zoning

Jan 01, 2023

Jun 01, 2023

**Short Answer**

Test Compliance Model

Apr 01, 2023

Jun 01, 2023

**Short Answer**

Planning Board Hearings

Mar 01, 2023

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Oct 02, 2023

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**Short Answer**

Adopt Zoning

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Nov 13, 2023

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Nov 14, 2023

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**Short Answer**

Submit District Compliance

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Mar 01, 2023

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Mar 02, 2023

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Dedham

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 1569

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Dedham Corporate Station  
Endicott Station  
Route 128 Station

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Readville
<b>1.7. Please provide the name of the person filling out this form</b>	Jeremy Rosenberger
<b>1.7a. Title</b>	Planning Director
<b>1.7b. Email Address</b>	jrosenberger@dedham-ma.gov
<b>1.7c. Phone Number</b>	(781) 751-9241
<b>1.8 Please provide the name of the municipal CEO</b>	Leon Goodwin
<b>1.8b Mailing address of municipal CEO</b>	450 Washington Street Dedham, MA 02132
<b>1.8c Email address of municipal CEO</b>	lgoodwin@dedham-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Planning & Zoning Department, Town of Dedham Planning Board and consultants Stantec

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The Town is currently working toward final approval of an updated Master Plan. The plans seeks to diversify the housing stock, provide more affordable options, etc. From the previous Master Plan, inclusionary housing and an affordable housing trust were identified as goals which have both recently been implemented.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

## Section 3: Preliminary Zoning Strategies

3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

c. A new 40R or other overlay zoning district

3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).

The Town has been working with consultant Stantec to determine how the Town could comply. As a result, a proposed overlay adjacent to the Dedham Corporate Center has been identified.

File <https://massgov.formstack.com/admin/download/file/13999683497>

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

Walkability

## Section 4: Action Plan Timeline

Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

Description Area Task

Description Area Start

Description Area Finish

Short Answer Meeting with Planning Board & Select Board

Mar 09, 2022

Mar 09, 2022

Short Answer RFQ for MBTA Communities Impact Analysis Issued

Apr 28, 2022

May 22, 2022

Short Answer Hired consultant Stantec for Impact Analysis



Jun 07, 2022

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Jan 31, 2023

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**Short Answer**

Presentation to Planning Board

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Nov 09, 2022

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Nov 09, 2022

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**Short Answer**

Presentation to Planning Board

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Jan 11, 2023

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Jan 11, 2023

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**Short Answer**

Draft MBTA Communities Overlay District Zoning Amendment/Map

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Dec 12, 2022

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Feb 10, 2023

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**Short Answer**

Submission of Zoning Amendment for Town Meeting

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Feb 10, 2023

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Feb 10, 2023

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**Short Answer**

Town Meeting

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May 15, 2023

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

the compliance model is going to require us, and likely many other municipalities , to hire a consultant again to submit for compliance.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Dover

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 102

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Laura Harbottle

**1.7a. Title** Interim Town Planner

**1.7b. Email Address** lharbottle@doverma.gov

**1.7c. Phone Number** (508) 785-0032 ext. 240

**1.8 Please provide the name of the municipal CEO** Robyn Hunter

<b>1.8b Mailing address of municipal CEO</b>	Dover Town House 5 Springdale Ave. Dover, MA 02030
<b>1.8c Email address of municipal CEO</b>	rhunter@doverma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Robyn Hunter, Chair, Board of Selectmen Carol Lisbon, Chair, Planning Board Carl Valente, Interim Town Administrator Town Planner (when permanent position is filled) Board of Selectmen Planning Board

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	HPP Goal 2) - Promote a... diverse and inclusive community with a mix of housing opportunities...by making key regulatory updates. The Planning Board is sponsoring a zoning amendment for May, 2023 Town Meeting which would allow Accessory Dwelling Units by right where attached and by SP where detached. It will also remove a cap on the annual number of ADU's and a restriction on the age of house where they can be permitted.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	The Planning Board hired a consultant to review zoning for Dover's village center. More work is needed, but mixed use with apartments above businesses is under discussion.

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	d. A new base zoning district or districts
<b>3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.</b>	The Town anticipates using a consultant to identify the best location(s) for a new base zoning district.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Availability of utilities including water  
 Capacity of land to absorb wastewater and septic waste unless sewer becomes available  
 Access to transit stations and/or public transportation in neighboring communities  
 Access to shopping and services

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Begin work with MHP consultant assistance

Jun 01, 2023

Oct 31, 2023

**Short Answer**

Hire consultant to develop zoning

Nov 01, 2023

Apr 30, 2025

**Short Answer**

Education process for Town boards and committees

Nov 01, 2023

Dec 31, 2023

**Short Answer**

Public education and outreach

Jan 01, 2024

Oct 31, 2024

<b>Short Answer</b>	Develop zoning map and text amendments
	Mar 01, 2024
	Dec 31, 2024
<b>Short Answer</b>	Apply compliance model on preliminary basis. Review results with DHCD.
	Mar 31, 2024
	May 15, 2024
<b>Short Answer</b>	Submit zoning map and text amendments to Town Meeting vote
	Jan 01, 2025
	May 15, 2025
<b>Short Answer</b>	Submit District Compliance Application for DHCD approval.
	May 15, 2025
	Aug 15, 2025
<b>If there is any other feedback you would like to share about the compliance process, please use this space to provide it.</b>	Submission of this Action Plan was approved by the Board of Selectmen on January 20, 2023.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Dracut

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 1233

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Alison Manugian

**1.7a. Title** Community Development Director

**1.7b. Email Address** amanugian@dracutma.gov

**1.7c. Phone Number** (978) 453-4557

**1.8 Please provide the name of the municipal CEO** Ann Vandal

**1.8b Mailing address of municipal CEO** 62 Arlington Street  
Middlesex County, MA 01826

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**1.8c Email address of municipal CEO** avandal@dracutma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Zoning Bylaw Review Committee and Affordable Housing Partnership  
Board of Selectmen  
Planning Board  
Town Department Heads

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The current Town of Dracut Master Plan includes a recommendation to "Update and revise the Town's Zoning Bylaw to provide clarity and consistency, update uses, and add appropriate design standards, guidelines, and performance standards, including updated standards for landscaping, lighting and signage. Conduct a comprehensive review of the town's Zoning Bylaw and development regulations every five years." We have begun this work and within the process we will incorporate the following Master Plan recommendations:

- Resolve the split-zoned parcels, particularly those located within the town's business districts.
- Consider revising the zoning requirements in the neighborhoods around the town's lakes, ponds, and mill areas, to allow for smaller lot sizes that are consistent with the neighborhoods' existing character.
- Modify to better articulate the Town's support of agricultural enterprises by including food processing and packaging, shared community commercial kitchen facilities, and farmer's co-ops as allowed uses.
- Revise and update the parking requirements to reflect current day standards.
- Modify to consider the town's cultural and artistic enterprises by including museums, artist work/live space, studios, galleries and performing arts facilities as allowed uses in appropriate districts.
- Adopt revisions that strengthen environmental protection and protect water quality.
- Modify the Zoning Bylaw to encourage renewable energy initiatives with the assistance of NMCOG.

The Town of Dracut Housing Production Plan (HPP) also makes recommendations that impact the Zoning Bylaw and housing in Town. The HPP charges the Affordable Housing Partnership to implement recommendations working with the Planning Board, Board of Selectmen, Zoning Board of Appeals, Town Meeting and others to implement these zoning changes. The HPP recommends that the Town provide for more affordable housing opportunities, by special permit for multi-family and open space residential subdivision incentives, accessory apartments, assisted living facilities, retirement communities, etc. These recommendations are under consideration and will likely be incorporated into the Zoning Bylaw Re-write. Additionally the HPP recommends to develop an Inclusionary Housing Bylaw to create more housing for low and moderate-income households, and to increase support for affordable housing through outreach and public education.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

We have several different projects underway that impact our Zoning Bylaw and ultimately the MBTA Community Housing District. Currently we have a grant underway with NMCOCG to analyze Inclusionary Zoning with our Affordable Housing Partnership. The final intent of this work is for the AHP to recommend various elements to the Zoning Bylaw Review Committee. The Zoning Bylaw Review Committee is a standing committee here in Dracut currently undertaking, with BSC Group, a re-write of the Zoning Bylaw overall. The document, while amended fairly frequently, was last comprehensively updated in the 1980s and the work underway was identified in the Master Plan and Housing Production Plans as needed. We anticipate taking various sections and topics to Town Meetings in June and November of 2023 for voter adoption. Following adoption of the overall Zoning Bylaw updates we anticipate moving to finalize and bring to Town Meeting the MBTA compliant district information. The language, which we anticipate as an overlay area, will be drafted first allowing sufficient time for exploration and discussion of different district locations.

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**Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The district is anticipated to be an overlay that includes several areas of Dracut. It is anticipated that the overlay will allow for reduced setbacks and height of up to 4 stories. The district will likely require site plan review with the Planning Board and 10% affordability will likely be required. Without any commuter rail station, subway station, ferry terminal or bus station we are permitted to place MBTA district segments where it makes sense within our community. Considering the entirety of Dracut will be complicated and time consuming.

Scenario 1 - The Town of Dracut has a few LRTA bus stops within the western section of town. This area is appealing for MBTA compliant housing as such would be in keeping with the existing neighborhoods. There are a few underutilized historic mills that should be considered for inclusion in the MBTA district, although virtually no parking is available. Redevelopment of this area will increase housing stock, but the overall impact may be reduced by the loss of existing units and effects of small parcels. Development within this existing denser area allows for retention and preservation of the agricultural open land in Eastern Dracut.

Scenario 2 - The eastern side of Dracut has larger parcels, including several in recent/current agricultural use. These parcels should be considered allowing for sections of MBTA district that support larger coherent development, with more economics of scale. This new development effort could create a viable multi-use center, drawing commercial development and possible expansion of LRTA service to a new section of Dracut.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

One of the goals of the new MBTA compliant housing appears to be creation of Complete Neighborhoods. Unlike many Massachusetts communities, Dracut has no single historic town center and no historically dense area of mixed-use development. Long standing zoning regulations have prioritized single family development on parcels of at least one acre located separately from commercial entities. Sidewalks throughout town are fragmented where parking and street dimensions preclude connectivity. Most major roads serve heavy traffic and are not designed to include safe cycling. Consideration of various transit modes and paths will be needed; both to procure needed goods and services and to provide job opportunities. While part of the long-term intent is to reduce vehicle traffic Dracut is currently a car-dependent community. Parking needs and impacts of traffic in the district and nearby areas will need to be considered.

The availability (inclusive of capacity and condition) of various utility services - particularly public water and sewer will need to be considered. Currently a portion of public sewerage is directed to Lowell, where there is no additional capacity, and some is directed through Methuen to Lawrence. Currently it is anticipated that the sewer/septic will be the biggest limiting factor to development; although not MBTA compliance. Effectively to provide capacity a new treatment plant will need to be constructed.

Currently the training and equipment of our Police and Fire Departments reflect the largely single-family residential nature of our community. The largest fire truck can only provide protection to buildings of 4 or fewer stories. Fire service and protection assistance may be needed from other communities. Additional training and tools may be needed to meet the needs in more densely developed areas.

The decisions around which parcels to include in a MBTA compliant district may be difficult politically, as inclusion is likely to dramatically increase the value of a given parcel. Currently, a single parcel of 1.5 acres could be developed with two residential units; the same parcel in an MBTA compliant zone could allow construction of up to 23 units. A process will need to be clearly determined in advance to avoid giving preference, or perception of preference, in creating areas that may benefit the existing owner(s).

Presence of wetlands and important species will also need to be considered, both for protection of environment and for pragmatic impacts on density and siting.

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**Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach - needs, program and possible scenarios
	Nov 01, 2022
	Feb 28, 2024
<b>Short Answer</b>	Developing Zoning
	Sep 01, 2023
	Feb 28, 2024
<b>Short Answer</b>	Compliance Testing
	Jan 01, 2024
	Apr 01, 2024
<b>Short Answer</b>	PB Meetings and Hearing(s)
	May 01, 2024
	Oct 15, 2024
<b>Short Answer</b>	Town Meeting(s)
	May 01, 2024
	Nov 15, 2024
<b>Short Answer</b>	DHCD Submission
	May 01, 2024
	Nov 15, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Duxbury

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Christopher Ryan

**1.7a. Title** Director of Planning

**1.7b. Email Address** cryan@duxbury-ma.gov

**1.7c. Phone Number** (781) 934-1100 ext. 5475

**1.8 Please provide the name of the municipal CEO** Rene Read

**1.8b Mailing address of municipal CEO** 878 Tremont Street  
Duxbury, MA 02452-8800

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**1.8c Email address of municipal CEO** read@duxbury-ma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

Emily Hadley, Planning Administrator  
Scott Casagrande, Planning Board Chair  
Brian Glennon, Planning Board Vice-Chair  
Kristin Rappe, Planning Board Member  
Keith MacDonald, Planning Board Member  
David Uitti, Planning Board Member  
Jennifer Turcotte, Planning Board Member  
JM Goldson Associates, Technical Consultant

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

#### 2019 Housing Production Plan Update

- Zoning & Planning Strategies (p. 81)
  4. Amend Inclusionary Bylaw
  5. Amend Neighborhood Business District to encourage upper floor multifamily
- Housing Production Strategies (p. 85)
  2. ID and make available town-owned land for affordable housing development
  3. ID vacant, abandoned, underutilized land for affordable or mixed income housing projects
  5. Continue to partner with private developers.

#### 2019 Comprehensive Plan

Housing Goal 1: Diversify housing options to support an aging population, affordability, and a more diverse population.

- Strategy 1.1: Foster new housing types, such as mixed-use housing at neighborhood business districts or new housing types for downsizing seniors/starter homes.
- Strategy 1.3: Encourage efforts to address housing affordability including supporting the Affordable Housing Trust, cooperative housing, or other models to diversify housing offerings and options, identify Town-owned or privately owned land suitable for housing production, permit and document previously un-permitted housing units, and preserve existing affordable units and deed restrictions.

Housing Goal 5: Integrate new housing into existing neighborhood business districts.

- Strategy 5.2: Encourage the redevelopment of single-story commercial buildings into multiple story buildings that include ground floor commercial uses and upper floor residential units in the neighborhood business districts of Hall's Corner, Snug Harbor, and Millbrook.
- Strategy 5.3: Streamline zoning and permitting approvals for projects that include residential uses and amend the zoning bylaw to encourage mixed uses in existing neighborhood business districts
- Strategy 5.4: Explore targeted infrastructure investments, such as wastewater, to support additional mixed-use activity in neighborhood business districts.
- Strategy 5.5: Focus regulations and incentives on the creation of both smaller units and rental units to diversify housing options in existing neighborhood business districts

Economic Development Goal 1: Focus on distinct neighborhood business district-based economic development

- Strategy 1.3: Increase residences within and near the business districts by working with property owners to determine priority underutilized sites for mixed use redevelopment.

Land Use Goal 2: Incrementally improve nodes of current activity, such as neighborhood business districts, as walkable, amenity-rich neighborhood centers.

- Strategy 2.2: Explore zoning options to enhance incentives for the creation of diverse housing options where suitable.



**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

Seeking funds to revise the inclusionary and OSRD bylaws for expanded housing opportunity and affordability

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts
- e. Other zoning strategy

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Duxbury is considering one site, composed of 15 separate parcels comprising 27.38 acres that are being strongly considered for the primary minimum 25-acre MBTA zoned area. Much of the 27.38-acre area has already been developed for market rate multifamily housing at a density just over 13 units per acre. However, some of the parcels may not be eligible so we have also identified an additional two parcels with over 50 acres combined that could be used to supplement acreage to reach the required 25. The expectation is that this area would be rezoned to a base multifamily zone with as-of-right permitting at 15 units per acre. It is possible that there would be the potential for new development in this zone based on designating enough of the additional 50 acres. This site is served by public transit as it is located along a bus route. Additionally, the Town is looking to develop pedestrian facilities linking the site to shopping and services via the Complete Streets program.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

There is one potential 40R or similar type of development opportunity located around a key intersection on Route 53 in west Duxbury. The area is ideally situated and structured for a mixed-use village type of development opportunity. The site consists of six (6) initial parcels totaling 22.08 acres but additional land adjacent to the site may also be available for acquisition. A master plan would be needed to fully flesh out the conceptual idea but the expectation is that it would include multifamily buildings, row houses, and apartments above storefront commercial uses and be able to accommodate from 150-250 units. There is a strong interest in using Form-Based Codes for this area. The site is located along a state highway but currently lacks transit or pedestrian facilities. However, it is located on the most direct route to the Kingston commuter rail station.

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

There are four areas currently under consideration with areas including 3, 104, 32, 18, and 9 acres respectively that are being considered for two new base multifamily zone types based on development scale. Larger parcels would likely be appropriate for a more conventional multifamily zoning district while the smaller sites might be appropriate for more a boutique-like development. Sites have just recently been identified from a larger pool of options and we are currently looking for comparable bylaws that fit the typology. One of these sites is located on a public transit route and none currently have pedestrian facilities adjacent or nearby.

**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

There are two other areas under consideration to establish a special zoning district, base or overlay, which affixes to an already developed area. One is a traditional commercial center or node and another is an intersection with some commercial uses that could be reconfigured. The idea would be to develop opportunities for residential infill (by-right) for specific parcels in the district and some additional residential opportunities all according to an area or specific plan. Both of these areas are served by public transit and one is already served by sidewalks.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Duxbury considers it important that potential multifamily districts be integrated into the community fabric and function seamlessly in regard to mobility, services, and amenities. We are striving to have selected sites located along commuter routes including bus lines and those roads that most directly connect to adjacent community commuter rail stations. Additionally, connecting facilities and services to these sites via pedestrian and bicycle facilities is a key criterion. We have a number of specific Complete Streets projects identified in our 2021 Prioritization Plan and several additional projects expected to be added to a 2023 update to the Plan that we aim to coordinate with the designated sites. We feel that it is important to residents of these developments to have some means to reasonably access shopping, government services, recreation, and other activities without the need for a private car. Finally, we hope to integrate green and sustainable elements in these developments including but not limited to useable open space, shade trees, community gardens, alternative energy provisions, and other sustainable building practices, understanding that these elements are not intended to add any significant cost to the developments.

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## **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Site Selection
	Jan 02, 2023
	Feb 28, 2023
<b>Short Answer</b>	Public Participation
	Mar 06, 2023
	Dec 06, 2024
<b>Short Answer</b>	Compliance Model Analysis
	Jan 30, 2023
	Jun 30, 2023
<b>Short Answer</b>	Short-Range Plans
	May 19, 2023
	Jun 06, 2024
<b>Short Answer</b>	Developing Zoning
	Jun 02, 2023
	Aug 17, 2024
<b>Short Answer</b>	Planning Board Public Hearings
	Aug 20, 2024
	Oct 01, 2024

**Short Answer**

Town Meeting Legislative Cycle

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Jun 01, 2024

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Oct 17, 2024

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**Short Answer**

Submittal to DHCD

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Nov 01, 2024

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Dec 31, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

For several sites under consideration, Duxbury must engage in a community planning process in order to develop land use plans in advance of creating the unique zoning tools necessary to carry out the visions. This will require funding and/or technical assistance to help the Town develop and implement the plans through zoning. The bulk of the challenge will be to obtain the funding and carry out the planning work in a narrow timeframe. However, the Town will have several backup sites in our inventory as an alternative to these specific sites in case we cannot execute this program in sufficient time.

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	East Bridgewater
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<b>1.2. Community Category</b>	Adjacent community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	750
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Charles Seelig
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<b>1.7a. Title</b>	Town Administrator
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<b>1.7b. Email Address</b>	cseelig@eastbridgewaterma.gov
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<b>1.7c. Phone Number</b>	(508) 378-1601
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<b>1.8 Please provide the name of the municipal CEO</b>	Peter Spagone, Jr.
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<b>1.8b Mailing address of municipal CEO</b>	175 Central Street East Bridgewater Town Hall East Bridgewater, MA 02333
<b>1.8c Email address of municipal CEO</b>	pspagonejr@eastbridgewaterma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Charlie Seelig, Town Administrator Roy Gardner, Chair of the Planning Board I expect that the Town will work with the Old Colony Planning Council on this project along with the rest of the Board of Selectmen and the Planning Board.

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	No
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	d. A new base zoning district or districts
<b>3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.</b>	A district has not been determined yet but because Route 18 is the heaviest traveled road in East Bridgewater and connects to communities with commuter rail stations (Whitman and Bridgewater), the likeliest area to be rezoned would either be along Route 18 or nearby.
<b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b>	A good sidewalk network, nearby retail properties, nearby municipal buildings/services, potential bus routes to neighboring communities.

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## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Organize planning group
	Mar 01, 2023
	Apr 01, 2023
<b>Short Answer</b>	Public outreach I
	May 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Develop zoning options
	Jul 01, 2023
	Sep 30, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Oct 01, 2023
	Oct 31, 2023
<b>Short Answer</b>	Public outreach II
	Nov 01, 2023
	Jan 31, 2024
<b>Short Answer</b>	Planning Board hearings
	Mar 01, 2024

Mar 31, 2024

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**Short Answer**

Town Meeting/legislative vote

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May 01, 2024

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May 31, 2024

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**Short Answer**

Submit District Compliance application to DHCD

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Jun 01, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Easton

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 913

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Stephanie Danielson

**1.7a. Title** Director of Planning & Economic Development

**1.7b. Email Address** sdanielson@easton.ma.us

**1.7c. Phone Number** (508) 230-0641

**1.8 Please provide the name of the municipal CEO** Connor Read

**1.8b Mailing address of municipal CEO** 136 Elm Street  
Easton, MA 02302

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**1.8c Email address of municipal CEO** cread@easton.ma.us

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

Easton formed an MBTA Communities Zoning Implementation Team chaired by the Select Board Chair, and comprise Town Administrator, Planning Director, School Superintendent, chairs of planning board, affordable housing trust, school committee, finance committee, conservation committee, economic development council. This team determined sub districts that could make up the MBTA MFBR district, provided comments to the draft guidance and will be re-activated as development of the zoning and public input process proceeds.

The Planning Board with assistance from the Planning Director, Community Planner and others will be responsible for finalizing the district, drafting the zoning and coordinating public input sessions.

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

2022 Housing Production Plan

Goal: Variety of housing units is maintained and expanded to exceed the 10% state standard for affordable housing:

Easton is currently at 10.3% with housing units in the queue to keep at or above 10% through 2030

Goal: Locate new residential multi-family and mixed-use development in and near existing business centers, transportation hubs, and village districts to enhance economic vitality, promote walkable, vibrant neighborhoods and ensure environmentally just and sustainable land use practices.

The town adopted a Compact Neighborhood Overlay District in 2018 that requires smaller lots and maximum single-family homes of 1,700 s.f. . A forty-four unit residential project is currently under construction within the CNOD.

In 2020 the town adopted new zoning in the Furnace Village District that encourages preservation of older, more affordable housing stock, mixed use, and multi-family development.

Goal: New housing in Easton is strategically distributed in a manner that is harmonious with the community vision to ensure new housing options are compatible in scale, siting and design.

Goal: New affordable housing construction and rehabilitation is encouraged through adaptive reuse of buildings and redevelopment of underutilized sites and surplus town-owned properties that incorporate sustainability standards.

An addition eight residential rental units were permitted and are under construction adding to the 30 units created in a previously converted school in north Easton.

A development that will result in twenty-two units of rental housing, with four units as affordable, within the Furnace Village District is in the permitting process.

Goal: A more equitable community is promoted through housing options that provide for people of diverse socioeconomic, racial and ethnic backgrounds while meeting the needs of both young families and an aging population.

This past fall work completed on an 8 bedroom duplex dedicated to individuals with acquired brain injuries.

Easton has added 422 and permitted an additional 166 rental units to its housing stock over the past 12 years

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

In addition to above and a small standard conventional subdivision and three flexible development (adding four affordable ownership units), the town is currently exploring the potential of utilizing town-owned properties anticipated to be decommissioned for family housing, senior housing or supportive housing. The Affordable Housing Trust is working with Habitat for Humanity to develop three units of affordable family housing on Trust-provided parcels. The Town is actively working to comply with Section 3A.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- d. A new base zoning district or districts
- e. Other zoning strategy

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The MBTA Communities Implementation Review Team identified at least seven potential subdistricts of varying size and characteristics that either already contain multi-family housing or could be redeveloped with multi-family housing at the required density. See attached file.

**File**

<https://massgov.formstack.com/admin/download/file/14038124363>

**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

the Town began by identifying areas where multi-family housing already existed in conformance with the required 15 units per acre, recognizing that these were also areas where it was most likely a district could be created (i.e. expanded beyond the existing conforming development) that would be able to accommodate the required density and were located in areas consistent with with smart growth principles.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Easton has amended its zoning over the last ten years to encourage mixed-use commercial areas, walkability, bicycling and connectivity to public services, businesses, and work and recreation opportunities. Easton is primarily a residential community and protecting its few commercial districts is of importance to the town's residents. Many of the zoning changes have been tied to the town's target growth areas to foster mixed-use growth and protect priority open space, as recognized in planning documents, including the town's 2014 Master Plan, Envision Easton. These target areas, portions of which are included in the proposed MBTA MFBR district, have benefited from installed infrastructure improvements such as public sewer systems and roadway improvements that improve traffic management and provide sidewalks and bike lanes. Planning continues for sewer expansion and additional roadway improvements.

**Section 4: Action Plan Timeline**

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jan 24, 2022
	Jan 31, 2023
<b>Short Answer</b>	Developing Zoning
	Mar 15, 2023
	Feb 28, 2024
<b>Short Answer</b>	Applying DHCD compliance model to test for density and unit capacity

Mar 01, 2023

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Nov 30, 2023

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**Short Answer**

Holding planning board hearings

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Jan 08, 2024

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Feb 19, 2024

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**Short Answer**

Holding legislative sessions and adopt compliant zoning

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Mar 04, 2024

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May 20, 2024

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**Short Answer**

Submit District Compliance application to DHCD

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May 24, 2024

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May 24, 2024

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Essex
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<b>1.2. Community Category</b>	Adjacent small town
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<b>1.3. Multifamily Unit Capacity Requirement</b>	83
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Dana Menon
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<b>1.7a. Title</b>	Town Planner
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<b>1.7b. Email Address</b>	dmenon@essexma.org
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<b>1.7c. Phone Number</b>	(603) 781-1846
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<b>1.8 Please provide the name of the municipal CEO</b>	Ruth Peraan
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<b>1.8b Mailing address of municipal CEO</b>	Essex Town Hall 30 Martin Street - 2nd Floor Essex, MA 01929
<b>1.8c Email address of municipal CEO</b>	ruthpereen@gmail.com
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Town of Essex Planning Board Town of Essex Board of Selectmen Town of Essex Town Administrator Brendhan Zubricki Metropolitan Area Planning Council (consultant)

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>Goals from the 2020 Essex Economic Development Action Plan:</p> <ul style="list-style-type: none"> <li>- Review the town's zoning bylaws and consider changes that remove obstacles to creating a full range of housing types, including naturally occurring affordable housing (NOAH) and deed-restricted Affordable Housing. Potential tools include creation of an inclusionary zoning bylaw, zoning amendments to facilitate construction of ADUs.</li> <li>- Increase the customer base in Town and support the local workforce by adding a wider range of housing options</li> <li>- Work with a consultant to draft a Housing Production Plan</li> <li>- Increase capacity for housing planning and production</li> </ul> <p>Goals from the 2023-2028 Essex Strategic Plan:</p> <ul style="list-style-type: none"> <li>- Finance additional affordable housing in Essex, Annual Town Meeting of 2022 established an Affordable Housing Trust.</li> <li>- Meet the housing needs of all Essex residents through community housing initiatives and regulation of short-term rental units: Develop a housing plan that includes 5- and 10- year goals, helping Essex meet its affordable housing goals and plan for its implementation; Manage and guide the development of affordable housing for the benefit of current and future residents, and to fulfill the State recommendations, maximizing local initiatives and minimizing any adverse economic and environmental impacts to the Town.</li> </ul> <p>Recommendations specifically addressing housing from the May 2022 Essex Zoning Diagnostic (MAPC):</p> <ul style="list-style-type: none"> <li>- Allow ADUs</li> <li>- Update requirements for two-family and multi-family homes</li> <li>- Adopt an inclusionary zoning bylaw</li> </ul>

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

At the 2022 Annual Town Meeting the Town created an Affordable Housing Trust, which has been fully appointed and will begin work in January 2023. Additionally, the Town has utilized a State grant to contract with MAPC to build on the work started with its 2022 Essex Zoning Diagnostic, and develop specific zoning revision recommendations to be considered at the 2023 Fall Town Meeting, and future Town Meetings as needed. One of the goals in revising the existing zoning bylaw is to facilitate creation of affordable housing.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Essex Downtown Zoning District is an existing zone in the heart of Essex that allows 3-4 unit residential multi-family by right, and multi-family of 5 or more units with a Special Permit, as well as mixed-use by right up to 3 units, and with 4 or more residential units with Special Permit. Essex is an "adjacent small town" and according to the Section 3A guidelines is required to have a minimum multifamily capacity of 83 units. According to the 3A District Compliance Model, the Essex Downtown Zoning District has capacity for 757 units, far exceeding the 3A requirements. In support of these findings, please see the following documents emailed to dhcd3a@mass.gov: the 3A compliance model workbook and pdf of the GIS shapefile for the Essex Downtown Zoning District (completed by MAPC, consultant on Essex's zoning revisions), and an excerpt from Town of Essex By-Laws pertaining to the Downtown Zoning District.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Walkability, accessibility, municipal services

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### **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Apply to DHCD for Certificate of Compliance
	Feb 01, 2023
	Mar 01, 2023
<b>Short Answer</b>	IF NOT COMPLIANT - public outreach
	May 01, 2023
	Nov 13, 2023
<b>Short Answer</b>	IF NOT COMPLIANT - developing zoning
	Feb 02, 2023
	May 31, 2023
<b>Short Answer</b>	IF NOT COMPLIANT - holding planning board hearings
	Sep 01, 2023
	Oct 31, 2023
<b>Short Answer</b>	IF NOT COMPLIANT - hold legislative sessions and adopt compliant zoning
	Sep 01, 2023
	Nov 13, 2023
<b>Short Answer</b>	IF NOT COMPLIANT - submit district compliance application
	Nov 17, 2023

Dec 15, 2023

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Given the results of the 3A Compliance Model, Essex intends to apply for DHCD-certified 3A district compliance as soon as the application becomes available. Should DHCD find that Essex is not already in compliance, and details the cause for non-compliance, then Essex can draft the required zoning revisions.

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Everett
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<b>1.2. Community Category</b>	Rapid transit community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	4552
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>Description Area</b>	Although there are no MBTA rapid transit stations within its municipal boundaries, this municipality's community category is Rapid Transit. This is because the methodology used to determine community category considers not only stations located within municipal boundaries, but also any stations that create 100 or more acres of "developable station area" within the boundaries. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area", and "developable land" to explain how this determination was made. Developable station area from stations located outside of municipal boundaries may also affect district location criteria as further described in Section 8 of the Guidelines.
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<b>1.4b. Please list the MBTA rapid transit stations that are located outside of this municipality's boundaries that could be affecting this municipality's community category.</b>	Wellington (Medford), Assembly (Somerville), Chelsea (Chelsea), Malden (Malden)
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	Yes
<b>Description Area</b>	Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".
<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Wellington (Medford), Assembly (Somerville), Chelsea (Chelsea),
<b>1.7. Please provide the name of the person filling out this form</b>	Matt Lattanzi
<b>1.7a. Title</b>	Director, Planning & Development
<b>1.7b. Email Address</b>	matt.lattanzi@ci.everett.ma.us
<b>1.7c. Phone Number</b>	(617) 944-0206
<b>1.8 Please provide the name of the municipal CEO</b>	Carlo DeMaria
<b>1.8b Mailing address of municipal CEO</b>	484 Broadway Mayor's Office Everett, MA 02149
<b>1.8c Email address of municipal CEO</b>	Mayor@ci.everett.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Jay Monty - Director of Transportation & Mobility Stantec Sasaki

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** Community outreach for a Housing Production Plan was initiated in 2015, with a Five-Year Affordable Housing Plan - entitled "Everett for Everyone" - produced in June of 2018. The City has been actively working with MAPC to update this Housing Production Plan for 2023.

The City has also produced two Master Plans - Lower Broadway Economic Development District Master Plan and the Commercial Triangle Economic Development District Master Plan - which focused on two large areas within the municipality historically occupied by industrial users. The result of these Master Plans was the creation of two new sections of our Zoning Ordinance (Section 30 - Lower Broadway; Section 33 - Commercial Triangle), which allows for dense, housing/commercial developments in place of continued industrial use.

Since 2018, over 5,000 new units of housing have been permitted in the City, with a vast majority of these units located within the Commercial Triangle. Additionally, large commercial projects have been approved and/or constructed, including the first phase of Wynn/Encore's East of Broadway development, totaling 876,221 sq. ft. and a 221,800 sq. ft. warehouse facility.

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**2.2. Is this municipality currently working on any other planning for housing?** Yes

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**2.2a. Please briefly describe the housing work underway.** As mentioned above, a great deal of new housing units are being developed in the City of Everett. The zoning in certain areas, including the Commercial Triangle, allows for dense, by-right mixed-use structures to be permitted through an objective and timely process.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)** a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The Commercial Triangle, which has seen the majority of interest in terms of new housing/mixed-use development, allows mixed-use development by right and stipulates that any multi-family residential development provide a minimum density of 50 units per acre. Some examples of large-scale housing developments approved/constructed in the Commercial Triangle that evidence this point include the following: 35 Garvey Street (450 units on 203,861 sq. ft. of land), 85 Boston Street (714 units on 273,892 sq. ft. of land), 1690 Revere Beach Parkway (741 units on 245,811 sq. ft. of land), 2nd & Vine (450 units on 135,469 sq. ft. of land), 380 Second Street (624 units on 70,649 sq. ft. of land), 114 Spring Street (384 units on 41,556 units of land), 128 Spring Street (222 units on 66,000 sq. ft. of land). This non-exhaustive list of mixed-use developments, all approved in the past few years, is located within a 95-acre area of the City now known as the Commercial Triangle

Lower Broadway Economic Development District (Section 30 of the Revised Zoning Ordinance) - Historically home to industrial users, this area had its potential recognized with the approval and construction of the Encore Resort and Casino. Multi-Family Housing is a by-right allowed use in many of the subdistricts within the Lower Broadway Economic Development District.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

By far, the biggest factor that the City of Everett considers in planning/permitting developments is our focus on transportation. The DeMaria Administration has made it their goal to emphasize the importance of multi-modal transit options with new developments, allowing for greater investment in infrastructure to drastically decrease reliance on single-rider vehicular trips.

The City enacted a comprehensive Transportation Demand Management (TDM) Ordinance, which allows developments to build well-under the number of "required" parking so long as they meet thresholds for mitigation - Through this TDM ordinance, an "impact score" is calculated based on the amount of trips generated and number of parking spaces above or below zoning requirements, which must be offset through a "credit score", points for which can be achieved through resident and community mitigation factors such as free shuttle service, reduced MBTA fare passes, sponsoring BlueBike stations, increasing the amount of ground-floor retail on their site, increasing the percentage of affordable housing units on site, increasing the amount of publicly-accessible green space on site, etc. TDM allows for denser developments which replace impervious, black-top hardscapes with activated uses that our residents can enjoy.

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## **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.

Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jan 01, 2022
	Jan 01, 2022
<b>Short Answer</b>	Developing Zoning
	Jan 01, 2022
	Jan 01, 2022
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Jan 01, 2022
	Jan 01, 2022
<b>Short Answer</b>	Holding planning board hearings
	Jan 01, 2022
	Jan 01, 2022
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning
	Jan 01, 2022
	Jan 01, 2022
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Jan 01, 2022

Jan 31, 2023

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The answers/timelines provided above in Section 4 reflect the fact that I believe the City of Everett, through existing Zoning mentioned in the application, need not develop any new zoning to comply with Section 3A. As such, action items and timelines pertaining to said action items may not be relevant to the municipality.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Fall River
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	6652
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Davol Street Station
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Daniel River
<b>1.7a. Title</b>	Director of Engineering & Planning
<b>1.7b. Email Address</b>	daguiar@fallriverma.org

<b>1.7c. Phone Number</b>	(508) 324-2512
<b>1.8 Please provide the name of the municipal CEO</b>	Paul Coogan
<b>1.8b Mailing address of municipal CEO</b>	One Government Center Fall River, MA 02722
<b>1.8c Email address of municipal CEO</b>	mayor@fallriverma.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Daniel Aguiar, Director of Engineering & Planning Christopher Payrano, Assistant Planner TJ Sullivan, GIS Specialist

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	In recent years, higher density multifamily housing Zoning Districts have been created. (WTOD-Waterfront Transit Oriented Development District)
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
<b>3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.</b>	The City currently provides 47 +/- Acres of developable parcels within the required radius to the Commuter Rail Station that fall within our WTOD Zoning District. The also City provides an additional 269 Acres within the WTOD Zoning District directly adjacent to the subject area.
<b>File</b>	<a href="https://massgov.formstack.com/admin/download/file/14355842180">https://massgov.formstack.com/admin/download/file/14355842180</a>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The corridor that traverses the 47 acres is currently being reconstructed through the MASSDOT Davol Street/ Route 79 Project. This project includes improved, vehicular, pedestrian and bicycle access, new landscaping and municipal parking.

**Section 4: Action Plan Timeline**

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Applying DHCD Compliance Model
	Oct 01, 2023
	Dec 01, 2023
<b>Short Answer</b>	Submit District Compliance Application
	Jan 01, 2024
	Mar 01, 2024
<b>Short Answer</b>	na
	Jan 01, 2024
	Jan 02, 2024
<b>Short Answer</b>	na
	Jan 01, 2024
	Jan 01, 2024
<b>Short Answer</b>	na

Jan 01, 2024

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Jan 02, 2024

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**Short Answer**

na

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Jan 01, 2024

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Jan 02, 2024

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**Short Answer**

na

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Jan 01, 2024

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Jan 02, 2024

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**Short Answer**

na

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Jan 01, 2024

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Jan 02, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Fitchburg

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 2654

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Fitchburg, and Wachusett - (both on Fitchburg Line)

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Liz Murphy

**1.7a. Title** Executive Director of Planning & Community Development

**1.7b. Email Address** lmurphy@fitchburgma.gov

<b>1.7c. Phone Number</b>	(978) 829-1897
<b>1.8 Please provide the name of the municipal CEO</b>	Stephen DiNatale
<b>1.8b Mailing address of municipal CEO</b>	Fitchburg City Hall 718 Main Street, 3rd floor Fitchburg, MA 01420
<b>1.8c Email address of municipal CEO</b>	sdinatale@fitchburgma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Municipal staff, Fitchburg Planning Board, Fitchburg Redevelopment Authority, NewVue Communities, VHB (consulting firm during Zoning Ordinance update).

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>Economic Development Strategic Plan (adopted 2018) identifies Quality Housing Stock as an important asset, and specifically states in Action H1-1: Identify locations in the downtown &amp; vicinity of commuter rail stations for construction of multi-family and mixed-use housing. Amending zoning to increase number of units/acre &amp; decrease parking requirements to promote construction are added to this action.</p> <p>Fitchburg expanded beyond its original West Smart Growth (40R) District, situated along River Street just west of the downtown, to create a new Downtown Smart Growth (40R) district which incorporates parts of both the Intown Business (IB) and Downtown Business (DB) zoning districts, each of which are directly proximate to transit. During the 2021-2022 major update to the Fitchburg Zoning Ordinance, specific revisions were implemented to address Smart Growth Districts with multifamily residential being allowable as-of-right. This zoning update also provided for reduced parking requirements for downtown multifamily residential development.</p> <p>The Fitchburg Redevelopment Authority has established a financial incentive program to attract upper-story residential developers within the Downtown Urban Renewal Area, and that Urban Renewal Plan was recently updated/extended to 2040.</p>



**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

In 2022, the city of Fitchburg was awarded technical assistance from MHP through the Complete Neighborhood Initiative. This will provide expertise in planning, community engagement & predevelopment activities within targeted districts to build local development capacity and readiness for investment. Fitchburg aims to utilize this support to unlock the multifamily residential development potential within its Smart Growth Districts.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Fitchburg's 40R Smart Growth Districts were created in two installments. First came the River Street Smart Growth District located slightly west of the downtown, approximately 1 mile from MBTA commuter rail. Next, a Downtown Smart Growth District was established to address the core downtown area itself, situated within a half-mile of MBTA commuter rail.

It is worth noting that the Fitchburg MBTA commuter rail station is located within Fitchburg's Intermodal Transportation Center, joined by the Montachusett Area Regional Transit (MART) bus hub. After completion of Phase 2 of the Twin Cities Rail Trail (TCRT) project, that pedestrian/bicycle recreation-transportation corridor will have its terminus at the Fitchburg Intermodal Center, further strengthening the overall walkability and cycling accommodation of downtown Fitchburg.

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**File**

<https://massgov.formstack.com/admin/download/file/14094796927>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The Nashua River runs east-west through Fitchburg and passes through the downtown district. This is relevant due to floodplain boundaries which will have design considerations for new development. FEMA's update to floodplain maps are pending, but current mapping still has jurisdiction at this time.

The Twin Cities Rail Trail (TCRT) project completed Phase 1 to connect the cities of Leominster and Fitchburg. Presently, that transportation/recreation corridor terminates at 3rd Street in Fitchburg, less that a half-mile from Fitchburg's Intermodal Transportation Center (MBTA commuter rail & MART regional bus). Construction of Phase 2 of the TCRT project will provide for a complete trail connection to regionally significant transportation options, further improving the overall walkability of downtown Fitchburg.

The MA Rt. 12 (Water St. bridge) over the Nashua River is a primary gateway into downtown Fitchburg, and MassDOT has embarked on the design process toward a total reconstruction of this bridge. This project is an opportunity to greatly improve pedestrian walkability along what is traditionally considered are automotive corridor.

There is an existing Market Basket grocery store situated along Water St. directly opposite the Intermodal Transportation Center, so there already is a significant degree of pedestrian crossing over the Nashua River (from the downtown to the Market Basket), demonstrating that downtown Fitchburg already enjoys a reasonable degree of walkability. Upon the completion of both the TCRT Phase 2 terminus and the Water St. Bridge reconstruction will greatly enhance the desirability of downtown Fitchburg as a transit-oriented location for multifamily housing.

Upon receiving a \$3.3million MassWorks grant in 2021, Fitchburg successfully completed construction to convert both Main Street and Boulder Drive to 2-way vehicular travel, and a dedicated bike lane along Boulder Dr. was established through that project. (Main/Boulder represent the two primary east-west commercial corridors through the downtown district.) Also during the Main/Boulder conversion project, Cushing Street ( a north-south connector) was closed off to vehicular travel and converted to a pedestrian seating plaza further improving the downtown district's core for pedestrians.

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**Section 4: Action Plan Timeline**

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Short Answer

NA

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Short Answer

NA

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The city of Fitchburg has taken proactive and deliberate steps to enable and to attract multifamily residential development to its downtown district. Fitchburg is fortunate to have excellent public transportation (MBTA commuter rail & MART regional bus) situated in the core of its downtown, which ideally positions the city to become a hub for transit-oriented, mixed-use development. Some of this new multifamily housing will result from repurposing of vacant upper stories within historic buildings downtown that have remained vacant for decades. Some will result from new construction on downtown sites where demolition has created vacant parcels awaiting mixed-use redevelopment. Fitchburg is fully embracing the opportunity for the creation of new multifamily housing within its Downtown 40R District to revitalize and improve downtown vitality which will support economic development goals for vibrancy through arts/culture and fully capitalizing on the city's identity as a university community.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Foxborough

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 768

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Paige Duncan

**1.7a. Title** Director of Land Use and Economic Development

**1.7b. Email Address** pduncan@foxboroughma.gov

**1.7c. Phone Number** (508) 543-1250

**1.8 Please provide the name of the municipal CEO** Leah Gibson

**1.8b Mailing address of municipal CEO** Select Board Chair  
Foxborough Town Hall, 40 South Street  
Foxborough, MA 02035

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**1.8c Email address of municipal CEO** LGibson@foxboroughma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Town Manager, Director of Land Use and Economic Development, Town Engineer, Staff Planner, Town Moderator and Chairs of the following boards:  
Select Board  
Planning Board  
Zoning Board  
Housing Authority

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Through 2019 and early 2020, Foxborough was actively engaged in a robust and interactive Conversation on Housing. The following strategies were identified in the HPP issued in May 2021, and several of these initiatives are currently underway, including the most significant which will create 200 all affordable housing units. See <https://www.foxboroughma.gov/common/pages/DisplayFile.aspx?itemId=18780637> for HPP:

1. Housing Choice and Multi-Family Zoning Requirements for MBTA Communities - zoning to be voted Spring or Fall 2024 Annual Town Meeting.
2. Accessory Dwelling Unit Bylaw - failed to pass in 2021.
3. Foxborough Housing Authority Walnut Street Project - 200 senior affordable apartments - permitting underway as of 1/31/23.
4. 119 Morse Street 40B Application - 38 ownership units, decision due 2/16/23
5. 17 Centennial Street - Duplex house lot to be developed by Housing Authority. Expression of Interest to be filed spring 2023 seeking assistance with design and permitting of this project.
6. Additional Housing Opportunities -The Town may want to actively pursue housing at several other sites:
  - a. The old Auditorium at the former Foxborough State Hospital and the Pratt School on Community Way in East Foxborough could be redeveloped as senior housing, Affordable Housing, and/or other housing. Disposition of both properties will be on Annual Town Meeting warrant for May 2023.
  - b. The now-vacant Schneider Electric USA facility on both sides of Neponset Street was declared no longer needed or wanted by the French company, with a US presence, that owns it. It is an extremely large facility with many buildings and ample parking areas and could be redeveloped as housing. Currently zoned General Industrial.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

Since 2010, Foxborough has permitted 250 single family housing units, 38 two-family and 430 multi-family units, for a total of 718 new housing units (representing an increase of greater than 10% of the 2010 year-round housing units). Foxborough ZBA is currently reviewing a 38-unit LIP project (ownership) with a decision expected on February 16, 2023. The Town and Foxborough Housing Authority (FHA) are currently working on developing 200 units of affordable senior housing developed on FHA owned property. ZBA will begin review of this 40B on February 16, 2023. Walnut Street Joint Venture (WSJV), comprising of Affordable Housing and Services Collaborative, Inc., Peabody Properties, Inc., and the Onyx Group, is working with the FHA and the Town of Foxborough on a senior adult apartment community. The proposed project is a 200-unit three (3) building project with central open space for the residents that will be permitted through the 408 Comprehensive Permit Process. The project is proposed to be developed in two phases with Phase I constructing 141 units in Buildings 1 & 2 and Phase II constructing 59 units in Building 3. The proposed community will maintain 100% of the units specifically for low to moderate income residents. A Project Eligibility/Site Approval letter has been obtained from the Massachusetts Department of Housing & Community Development (DHCD), dated January 12, 2023. The Planning Board has approved 123 apartments in Uptown Foxborough permitted in past five years. Fifty-seven of these units will be built/occupied by February 2023.

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**Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

See maps for details.

- 1. Route 1 - two possible districts:
  - ? District 1 - 44.39 acres
  - ? District 2 - 50.38 acres
  
- 2. Neponset Ave - District 3 - 14.79 acres
  
- 3. I95/Route 140 - four possible districts
  - ? District 4 - 22.18 acres (The Lodge, density = 11.27 units per acre)
  - ? District 5 - 36.99 acres
  - ? District 6 - 15.54 acres (future site of Walnut Street FHA project, density = 12.87 units per acre)
  - ? District 7 - 17.56 acres (The Sylvan, density 14.12 units per acre)



**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

See above and attached.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Foxborough is unique in that there is an 11-month pilot program underway evaluating the need for full-time commuter rail service to the existing Foxboro Station. Previously this station has been used for events only. Full commuter rail service commenced September 12, 2022, under the 11-month pilot to determine if permanent, full-time commuter rail service will continue. We should know by August 2023 whether this full time service will continue.

Today Foxborough is classified as an "adjacent community" under the MBTA communities requirements. If the pilot is successful, Foxboro Station would then become a permanent station, which would likely result in the reclassification of Foxborough as a "commuter rail community". Such a designation would affect the location of the proposed districts. While it makes sense to locate the housing units near Foxboro Station, there is tremendous competing interest with the need to park vehicles for stadium events. We believe it is important for our Town Meeting voters to have certainty as to the location requirements before they vote.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Mar 01, 2023

Dec 31, 2024

**Short Answer**

Develop Zoning

Aug 01, 2023

May 01, 2024

**Short Answer**

Applying DHCD's compliance model to test for density and unit capacity

Sep 01, 2023

May 01, 2024

**Short Answer**

Hold Planning Board hearings

Mar 01, 2024

Oct 30, 2024

**Short Answer**

Town Meeting(s)

May 13, 2024

Nov 15, 2024

**Short Answer**

Submit District Compliance application to DHCD

Jun 13, 2024

Dec 15, 2024

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

On September 12, 2022, the MBTA launched a new, year-long pilot to test interest in weekday Commuter Rail service to Foxboro. For this reason, we are delaying bringing MBTA communities zoning amendments until Spring 2024 to allow time for the MBTA to determine the future status of Foxboro Station. Our schedule accounts for both spring and fall 2024 town meetings, if required.

Rest assured, in the meantime, Foxborough is actively creating housing. As mentioned previously, the Foxborough Planning Board has permitted 123 multi-family apartments in our Uptown (downtown) in the past five years. Fifty-seven of these units will be built/occupied by February 2023. Foxborough's SHI stands at 12.81% today. Assuming 38 ownership units are approved under the Morse Street LIP on 2/16/23, and the town-sponsored FHA project of 200 units is approved this spring, Foxborough's SHI will stand at 14.16%. Since 2010, Foxborough has created more than 718 housing units, 430 of which were multi-family.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Framingham
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	12777
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Framingham Station Metrowest Transit Au
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Sarkis Sarkisian
<b>1.7a. Title</b>	Director- Planning and Community Development
<b>1.7b. Email Address</b>	ssarkisian@framinghamma.gov

<b>1.7c. Phone Number</b>	(508) 532-5455
<b>1.8 Please provide the name of the municipal CEO</b>	Charlie Sisitsky
<b>1.8b Mailing address of municipal CEO</b>	150 Concord St Framingham, MA 01702
<b>1.8c Email address of municipal CEO</b>	lmillerr@framinghamma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	<p>The Framingham Planning Board in accordance with Massachusetts General Law (M.G.L.) Chapter 41, Section 81 is responsible for the adoption and management of a community's Master Plan . It is understood that a strong Plan will be required for the City to support all land use efforts at all levels. The Planning Board is the statutorily responsible governmental body under state law (M.G.L. Chapter 41, Section 81D) and is required to retain and maintain the upkeep of the Plan as its long-term steward. The Planning Board understands that long term planning is necessary to make appropriate changes that are needed to successfully bring Framingham up to current best land use practices. Therefore, the Planning Board shall work in collaboration with the Mayor, the City Council, the community at large, municipal departments, the Framingham business community, and appropriate consultants to integrate the and implement this Master Land Use Plan into action.</p> <p>Framingham Master Plan: 1988  Framingham Master Land Use Plan: September 2012  Framingham Master Land Use Plan (technical revisions): updated July 2014  Framingham Master Land Use Plan (update for government transition): November 2019</p>

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

New Approaches to Land Use Management (Appendix of the Master Land Use Plan)

The New Approaches to Land Use Management provide innovative methods and techniques being used throughout the country as options for positive change. This section includes ideas such as Low Impact Development (LID) Transit Oriented Development (TOD) Standards, Form Based Codes (FBC), Sustainable Site Design and Green Infrastructure, and Institutional Master Plans (IMP), as well as lesser-used methods of financing infrastructure that could be incorporated into the Zoning Ordinances, municipal regulations, and project developments. The information, programs, and regulations found in this section can be utilized as a platform for other municipal programs. As Framingham proceeds with Implementation, it is recommended that these ideas continue to be further developed and implemented, as appropriate from time to time.

1 Neighborhoods and Community

Framingham will protect and enhance the quality of life by reinforcing the distinct identity of each of the City's villages and neighborhoods, while providing walkable and safe communities that support local housing, recreational, and open space opportunities, improved transportation, in addition to the support of appropriately sized businesses. Village and neighborhood centers will have neighborhood-oriented goods and services. Uses located in each of the respective villages and neighborhoods will be compatible with residential activities. Consistency in visual quality will be addressed through the implementation of design standards and effective code enforcement.

Imagine Framingham's Downtown ... a walkable, vibrant city center with renovated historic buildings, attractive signage, easy access to parking, the rail station and other public transportation. There will be a wide variety of retail, artistic, cultural and culinary offerings during the day as well as safe and enticing evening venues. Connections to Farm Pond will provide a pleasing interconnection to enhance the downtown experience. There will also be connections to surrounding neighborhoods, the hospital and area institutions of higher education. Imagine Framingham's Downtown as a historic vibrant city center with an urban flair.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

Currently updating housing plan. Increased affordability component to 13%. 2% of such units will be at 60% AMI.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

See enclosed of developments that have been produced. Framingham's diverse housing stock is one of the community's strengths and allows for it to be an alternative to the Boston housing market. However, efforts will be required to ensure that those presently living in Framingham will continue to be able to do so and that new residents will be able to find a variety of housing options.  
Through cluster, mixed-use, historic preservation, and creative housing types of development, Framingham faces an opportunity to expand its options while encouraging affordable housing for its residents.

**File**

<https://massgov.formstack.com/admin/download/file/14071935826>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

First floor retail or commercial. The City of Framingham just signed a P&S for the Bruce Freeman Trail.

## **Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Community Engagement As Framingham continues to transition with a new form of government, a rare opportunity has been created to engage various populations that typically would not have participated in their community previously, while maintaining engagement of those already involved. Given Framingham's unique and diverse population, the Mayor, the City Councilors, the Conservation Commission, the Planning Board, the ZBA, municipal staff, and community partners need to think outside of the traditional meeting box and engage the Framingham community at large.

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Jan 01, 2022

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Jan 26, 2023

**Short Answer**

CB District complete

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Jan 01, 2022

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Jan 26, 2023

**Short Answer**

CB District

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Jan 01, 2022

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Jan 26, 2023

**Short Answer**

CB District

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Jan 01, 2022

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Jan 26, 2023

**Short Answer**

CB District

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Jan 01, 2022

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Jan 26, 2023

**Short Answer**

CB District

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Jan 01, 2022

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Jan 01, 2023

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The City of Framingham submitted a certification form last year and that we have identified a district that can produce the requested units. See enclosed map.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Franklin
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	1883
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Franklin, Forge Park/495
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Amy Love
<b>1.7a. Title</b>	Town Planner
<b>1.7b. Email Address</b>	alove@franklinma.gov



<b>1.7c. Phone Number</b>	(508) 520-4907
<b>1.8 Please provide the name of the municipal CEO</b>	Jamie Hellen
<b>1.8b Mailing address of municipal CEO</b>	355 East Central St Town Hall Franklin, MA 02038
<b>1.8c Email address of municipal CEO</b>	jhellen@franklinma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Bryan Taberner, Director of Planning and Community Development Mark Cerel, Town Attorney Gus Brown, Building Commissioner/Zoning Enforcement Officer

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>In 2022 the Town completed two important housing related planning projects that relate directly to 3A compliance (see below). The Town's Department of Planning &amp; Community Development and the Economic Development Committee are putting forward changes to zoning that will align with 3A compliance.</p> <p>Housing Production Plan, updated 2022. Goal 1: Maintain Franklin's Subsidized Housing Inventory above ten percent through 2030 and beyond. Goal 2: Increase the number of housing units affordable to Franklin's very low income, low income, and moderate income residents. Goal 6: Adopt strategies that incentivize the production of affordable housing. Goal 7: Adopt zoning strategies that will advance affordable housing production. Including the following: Perform an extensive assessment of the Town of Franklin Zoning Bylaw; Consider increasing the density of residential units allowed by-right in Downtown Franklin and surrounding neighborhoods; Develop an Inclusionary Zoning Bylaw that incentivizes inclusion of affordable housing units in multifamily housing developments.</p> <p>Franklin for All, 2022. The project included an assessment of zoning within and surrounding Downtown Franklin, as well as 11 recommendations, including: Establish a 40R Smart Growth Overlay District, adopt a Town-wide inclusionary zoning policy, and add to the Town's Zoning Bylaw definitions and related regulations for "mixed-use" and "three-family" and "accessory dwelling units".</p>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes

**2.2a. Please briefly describe the housing work underway.**

Adopt Inclusionary Zoning, Amend housing density in the Downtown area zoning districts: Supporting Franklin Ridge - over 55 affordable community and 237 Pleasant St - 66 units, both with 100% affordability.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
  - b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- 

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Downtown Commercial Zoning District allows by-right multifamily housing at 1 housing unit per 2,000 sq/ft of lot area.

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Use schedule

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**Explanation:**

The Town of Franklin is currently working on by-laws to allow as-of-right housing units within 0.5 miles of the Downtown MBTA station. The most important change being made is removing the Special Permit requirement for multifamily housing; up to 15 housing units per acre would be allowed by-right in the Commercial I and General Residential V Zoning Districts.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The Town's proposed 3A zoning district already has all of the non-housing characteristics that were listed in the on-line Action Plan form.

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### **Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

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<b>Description Area</b>	<b>Task</b>
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach (ongoing)
	Mar 07, 2022
	Jan 04, 2023
<b>Short Answer</b>	Developing Zoning
	Sep 01, 2022
	Jan 04, 2023
<b>Short Answer</b>	Compliance Model
	Jan 01, 2023
	Apr 01, 2023
<b>Short Answer</b>	Planning Board Hearings
	Apr 01, 2023
	Oct 01, 2023
<b>Short Answer</b>	Town Council Hearings
	Apr 01, 2023
	Oct 01, 2023
<b>Short Answer</b>	Submit to DHCD
	Nov 01, 2023
	Dec 31, 2023

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Freetown
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	750
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Freetown Station
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Victoria D'Antoni
<b>1.7a. Title</b>	Planning and Land Use Administrator
<b>1.7b. Email Address</b>	planning@freetownma.gov

1.7c. Phone Number (508) 644-2201

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1.8 Please provide the name of the municipal CEO Deb Pettey

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1.8b Mailing address of municipal CEO 3 North Main Street  
P.O. Box 438  
Assonet, MA 02702

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1.8c Email address of municipal CEO planning@freetownma.gov

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1.9. Please briefly describe other members of the core team developing the multi-family zoning district. The Planning Board will be leading the development of the multi-family zoning district.

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## Section 2: Housing Overview

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2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan? Yes

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2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date. Relevant goals outlined in the Housing Production Plan include allowing for a diversity of housing options that will allow young adults, seniors, and single-person households to remain in the community, locate new housing that maximizes access to services and minimizes impacts on the environment and existing neighborhoods, and strengthen local housing development capacity.

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2.2. Is this municipality currently working on any other planning for housing? No

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## Section 3: Preliminary Zoning Strategies

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3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply) c. A new 40R or other overlay zoning district  
d. A new base zoning district or districts

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3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s). Please see Attachment #1.

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**File** <https://massgov.formstack.com/admin/download/file/14025986749>

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Please see Attachment #1.

**File** <https://massgov.formstack.com/admin/download/file/14025986751>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Non-housing characteristics that are important for the community to consider are accessibility, municipal services, and bike lanes.

## Section 4: Action Plan Timeline

### Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

### Description Area

Task

### Description Area

Start

### Description Area

Finish

### Short Answer

Public Outreach

Feb 01, 2023

Mar 15, 2023

### Short Answer

Developing Zoning

Mar 16, 2023

Jun 15, 2023

### Short Answer

Compliance Model

Jun 16, 2023

Jul 15, 2023

**Short Answer**

Public Hearings

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Jul 16, 2023

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Sep 30, 2023

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**Short Answer**

Town Meeting

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Oct 01, 2023

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Oct 31, 2023

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**Short Answer**

Submit for Compliance

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Oct 31, 2023

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Oct 31, 2023

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Georgetown
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<b>1.2. Community Category</b>	Adjacent community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	750
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	John Cashell
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<b>1.7a. Title</b>	Town Planner
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<b>1.7b. Email Address</b>	jcashell@georgetownma.gov
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<b>1.7c. Phone Number</b>	(978) 352-5613
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<b>1.8 Please provide the name of the municipal CEO</b>	Orlando Pacheco
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<b>1.8b Mailing address of municipal CEO</b>	Town Hall 1 Library St Georgetown, MA 01833
<b>1.8c Email address of municipal CEO</b>	opacheco@georgetownma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The Core Team will most likely be comprised of 2 Select Board Members, 2 Planning Board members, 1 - 2 Georgetown Affordable Housing Trust Members and several Land Use Development municipal staffers.

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Presently the Town has an active Affordable Housing Production Plan, which is in the process of being updated under a contract with Merrimac Valley Planning Commission; the town has an Inclusionary Housing Balance Bylaw, which is employed for all new single-family and multi-family developments, wherein, all new housing development must provide 10% of the total number of units as affordable housing or a calculated in lieu of payment, which is established for the acquisition of affordable housing units. Georgetown also has an active Open Space Residential Development bylaw, relative to creating affordable housing, and at the same time open space.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	The Town of Georgetown, over the past decade or more, has worked effectively with landowners, relative to creating Friendly 40B proposals and 40B developments, e.g., Long View Apartment Complex, Tenney St.

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>c. A new 40R or other overlay zoning district</li> <li>d. A new base zoning district or districts</li> <li>e. Other zoning strategy</li> </ul>
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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

In compliance with the most recent 3A guidelines, Georgetown being an Adjacent Community (i.e., not having an MBTA related transit station within its borders nor one within 0.5 miles of any of its borders, it is generally contemplated at this time that a 3A compliant overlay district would have to be planned for and located within the immediate downtown area and its immediate surroundings. Note: this is taking into consideration the guidelines specifying, that in lieu of said transit station locus, said overlay district should be located within or near pedestrian accessible community services, including consumer goods and services.

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

As cited in 3.1c. of this form, the contemplated potential district and location would be located within the downtown area and immediate vicinity of Georgetown (main intersection, Rtes. 133 & 97. Within this locus, relative to government services, Town Hall, the Public Safety Building (housing both Police and Fire Depts.), the Municipal Library, an Elementary School and a Middle-High School are located, as well as several parks and ponds having recreational capacity. In regard to consumer services located within this locus, there is a supermarket, a variety of eateries, banks, dentists and doctors offices, together with many other consumer retail outlets and boutiques.

**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

The strategy to provide for all the requirements of 3A has really just begun, through reading the most recently adopted guidelines of 3A, and recognizing that, in all likelihood, the only area of the community that meets the location criteria for a 3A district is within said downtown area and vicinity of Georgetown.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Making certain that all individuals and families living within the 3A produced housing units have access to all of the community and consumer services listed in above 3.1d. and that all of the individuals and families feel welcome in Georgetown and that they become active and productive members of the community.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**                      **Task**

<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach: conducting newspaper interviews, public hearings and meetings.
	Jan 31, 2023
	Dec 31, 2024
<b>Short Answer</b>	Developing zoning: work with MVPC & DHCD to development 3A Compliant Housing District & associated Bylaw.
	Feb 12, 2023
	Aug 31, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Feb 12, 2023
	Aug 31, 2023
<b>Short Answer</b>	Holding planning board hearings
	Jan 15, 2024
	Mar 31, 2024
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning
	May 12, 2024
	May 16, 2024
<b>Short Answer</b>	Submit town adopted 3A zoning district & associated bylaw to AG
	Jun 12, 2024
	Sep 14, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD after approval by AGtion to DHCD
	Sep 15, 2024

## Action Plan for MBTA Communities

### Description Area

Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

## Section 1: Identification

### Description Area

The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

#### 1.1 MBTA Community Name

Gloucester

#### 1.2. Community Category

Commuter rail community

#### 1.3. Multifamily Unit Capacity Requirement

2270

#### 1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?

No

#### 1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?

Yes

#### 1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries

Gloucester, West Gloucester

#### 1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?

No

#### 1.7. Please provide the name of the person filling out this form

Jill Cahill

#### 1.7a. Title

Chief Administrative Officer

#### 1.7b. Email Address

jcahill@gloucester-ma.gov

<b>1.7c. Phone Number</b>	(978) 281-9700
<b>1.8 Please provide the name of the municipal CEO</b>	Greg Verga
<b>1.8b Mailing address of municipal CEO</b>	9 Dale Avenue Gloucester, MA 01930
<b>1.8c Email address of municipal CEO</b>	mayor@gloucester-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The core team will include the City Solicitor, Planning Director, and Community Development Director, who will work in conjunction with the Planning Board to develop a proposal(s) for City Council review.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The city completed a Housing Production Plan that identified key strategies to increase the stock of housing to meet identified community needs. Such needs included housing of all types (single and two-family and multifamily) for households of varying income levels, including low and moderate income households. Following the adoption of the plan the city has undertaken zoning efforts that have broadened the City's inclusionary housing requirements and promoted an increase in year-round rental stock by permitting Accessory Dwelling Units by-right. The city has also supported the redevelopment of several key sites identified in the plan through the development of city-owned land and the Local Initiative Program. The plan has since expired, but housing will be the focus of an upcoming comprehensive planning process.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	The Gloucester Affordable Housing Trust recently returned to full membership, and it is currently engaged in a strategic planning process to identify ways in which it can be most effective in promoting, developing and preserving affordable housing. This effort is timely as the Mayor recently announced a commitment to transfer \$1.5M to support the work of the trust.

### Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts
- e. Other zoning strategy

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The district may likely be located adjacent to the "Gloucester" MBTA Commuter Rail Station, which is located in Gloucester's downtown.

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The district would likely be located adjacent to the "Gloucester" MBTA Commuter Rail Station, which is located in Gloucester's downtown.

**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

The City will be undergoing a comprehensive planning process during 2023, which will culminate with zoning recommendations presumed to be compliant with the amendments to M.G.L. Ch. 40A, Sec. 3A.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Street retail, walkability, and public realm improvements

### Section 4: Action Plan Timeline

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Issue Comp Plan RFP

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Jan 19, 2023

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Feb 21, 2023

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**Short Answer**

Create Comp Plan

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Feb 28, 2023

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Apr 01, 2024

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**Short Answer**

Develop Compliant Zoning

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Apr 02, 2024

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May 09, 2024

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**Short Answer**

Planning Board Hearings

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May 10, 2024

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Jul 01, 2024

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**Short Answer**

Hold legislative sessions and adopt zoning

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Jul 02, 2024

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Oct 20, 2024

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**Short Answer**

Submit application to DHCD

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Oct 21, 2024

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Nov 01, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The City will be updating its comprehensive plan over the next 1.5 years. We intend to front load the public process of plan development with housing to ensure robust discussion around multi-family housing and housing in general. The recommendations from the plan will inform whatever model of compliant zoning results.

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Grafton
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<b>1.2. Community Category</b>	Adjacent community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	776
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>Description Area</b>	Although there is an MBTA commuter rail station within its municipal boundaries, this municipality's community category is Adjacent. This is because the methodology used to determine community category considers not only whether a station is located within municipal boundaries, but also whether that station has at least 100 acres of "developable station area" within the boundaries. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area", and "developable land" to explain how this determination was made.
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Grafton Commuter Rail Station - Framingham/Worcester Line
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Fiona Coughlan
<b>1.7a. Title</b>	Town of Grafton Town Planner
<b>1.7b. Email Address</b>	coughlanf@grafton-ma.gov
<b>1.7c. Phone Number</b>	(508) 839-5335 ext. 1402
<b>1.8 Please provide the name of the municipal CEO</b>	Evan Brassard
<b>1.8b Mailing address of municipal CEO</b>	30 Providence Road Grafton, MA 01519
<b>1.8c Email address of municipal CEO</b>	brassarde@grafton-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The Town Planner, the Planning Board, and the Central MA Regional Planning Commission.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Established housing-related goals and strategies from the 2001 Comprehensive Master Plan:

Create a station district. Completed: The North Grafton Transit Village study was completed in 2017 and resulted in the creation of the North Grafton Transit Village Overlay District (NGTVOD), a 40R district. It is adjacent to the MBTA station, and there is now a mixed-use project underway that includes over 300 units of multi-family housing.

Pursue enactment of a mill village mixed-use amendment to the zoning by-law. Completed: four Village Mixed Use (VMU) zoning districts have been created, including one adjacent to MBTA station. The districts encourage multi-family development with or without associated commercial development, allowing multi-family by right up to a density that varies among the districts.

Allow townhouses in villages. This has been done to the extent of encouraging townhouses in VMU districts.

Increase affordable housing by using set-asides. Completed: The Fisherville Mill Smart Growth Overlay District and the NGTVOD require a minimum number of affordable units in new development and a deed restriction filed with the registry of deeds.

Continue to encourage flexible development. Completed. The Town supports flexible development or "cluster development" via a Special Permit in the agricultural, R-20, R-40, and Residential Multifamily districts in town. This promotes housing density and the preservation of open space.

Established housing-related goals and strategies from the 2018 Housing Production Plan:

Pursue mixed-use and transit-oriented development. This strategy is reflected in the creation of the NGTVOD, Fisherville Mill Overlay, and VMU districts noted above.

Review 40B Comprehensive Permit Proposals. There continues to be a process involving many Town parties, including the Affordable Housing Trust, Town Planner, Zoning Enforcement Officer, Town Administrator, and ZBA. The process ensures sound development and the upholding of state affordability standards.

Other planning includes the Route 30/Westboro Road Corridor Study, the North Grafton Transit Village Master Plan, the Housing Trust Action Plan, and a Low Impact Development Study. Each has been implemented to the extent feasible since publication, and major recommendations are reflected in recent amendments to the Town's Zoning Bylaw.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

An update of the Comprehensive Master Plan is currently underway. Housing will be a major part of that. An update of the Housing Production Plan is currently underway. The Town recently wrote a letter of support to the Central MA Regional Planning Commission for the creation of a Regional Housing Coordinator position.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Both the NGTVOD and the Fisherville Mill Smart Growth Overlay Districts are 40R districts, meaning they foster a range of housing opportunities and transit-oriented development, with mixed-use development that promotes compact design, preservation of open space, and a variety of transportation options, and enhanced pedestrian access to employment and nearby systems. The NGTVOD has the Grafton Commuter Rail Stop, and the Fisherville Overlay is serviced by the Worcester Regional Transit Authority (WRTA).

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Use schedule  
Dimensional regulations  
Parking requirements

---

**Explanation:**

The Chapter 43D Priority Development Overlay District (PDD) does not currently allow for housing, only commercial and industrial underlying uses. Dimensional regulations and parking requirements would need to be established to accommodate. There are other, more favorable, options to consider. The Campus Development Overlay does not currently allow for housing, only commercial, industrial, and research and development uses. Dimensional regulations and parking requirements would need to be established to accommodate. There are other, more favorable, options to consider.

The existing Residential Multi-Family (RMF) district would need to be amended to comply in terms of use schedule and dimensional regulations. Probable changes would be allowing multi-family units by right, up to the limits established in the 3A regulations. Currently all multi-family units in RMF require a special permit. If completed, parking parameters would need to be amended to allow for density and transit-oriented options. However, we would probably not choose to amend the entire RMF district to comply.

The four Village Mixed-Use districts (VMU) can be amended to comply by increasing the number of multi-family units allowed by right in a mixed-use development; we have not fully investigated this yet. This would ultimately affect parking and require modifications to promote walkability and density. Other options include removing the special permit requirement for: (1) multifamily without mixed-use; and (2) multifamily in excess of 8 units per acre for parcels less than 2 acres and within an existing structure(s), not to exceed 16 units per acre. These options must be considered more strongly by the Board and have not been fully investigated yet.

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

We may consider a new overlay or 40R, probably on top of some existing RMF or at Centech Park, allowing multi-family by right. Based on activity in North Grafton near the commuter rail station, a new overlay or 40R in that area would be preferable. We are not prepared to describe definitively where we might create new base or overlay districts. We expect to consider such in conjunction with our master plan update.

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

We may consider new base districts, converting existing RMF or possibly other residential to a new district allowing multi-family by right. We are not prepared to describe where or how we might create new base districts. We expect to consider such in conjunction with our master plan update.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Walkability/pedestrian access, affordability, mixed-use, transit-oriented development, accessibility, street tree canopy, and municipal services.

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**Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach
	Jan 31, 2023
	Sep 01, 2023
<b>Short Answer</b>	Developing zoning
	Aug 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Aug 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Holding planning board hearings
	Nov 01, 2022
	Oct 31, 2024
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning
	Oct 01, 2024
	Oct 31, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Nov 01, 2024



## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Groton

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 208

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Takashi Tada

**1.7a. Title** Land Use Director & Town Planner

**1.7b. Email Address** ttada@grotonma.gov

**1.7c. Phone Number** (978) 448-1105

**1.8 Please provide the name of the municipal CEO** Mark Haddad

**1.8b Mailing address of municipal CEO** 173 Main Street  
Groton, MA 01450

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

- ? Takashi Tada, Town Planner
- ? Planning Board Members: George Barringer, Alyson Bedard, Lorayne Black, David Bonnett, Russell Burke, Annika Nilsson Ripps, Scott Wilson (Chair)
- ? Francis Stanley, Housing Coordinator
- ? Montachusett Regional Planning Commission
- ? Potential other consultants or technical assistance providers TBD as needed

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

- ? Groton Housing Summit (2021 & 2022)
- ? Subsidized Housing Inventory (DHCD 2022, verified by Groton Housing Coordinator)
- ? Multifamily Zoning Bylaw Update (Planning Board - ongoing)
- ? The Affordable Housing Trust continues to evaluate town-owned parcels to determine suitability for siting affordable housing, as recommended in the Housing Production Plan.
- ? The Affordable Housing Trust has met with the Community Preservation Committee and the Town Manager about the possibility of receiving annual funding from the CPA to support affordable housing development.
- ? Groton Farms, 500 Main Street - residential project pursuant to Ch. 40B
- ? The town anticipates receipt of the Comprehensive Permit application to the ZBA before the end of December 2022.
- ? The town applied for, and received, approval from MHP for technical assistance specific to the ZBA's review of this forthcoming comprehensive permit application.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

The Planning Board is working on a Multi-family Zoning Bylaw Update. The Affordable Housing Trust continues to evaluate town-owned parcels to determine suitability for siting affordable housing, as recommended in the Housing Production Plan. The Affordable Housing Trust has met with the Community Preservation Committee and the Town Manager about the possibility of receiving annual funding from the CPA to support affordable housing development.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Town of Groton intends to create a new Multi-family Housing Overlay Zoning District. Potential areas have been preliminarily reviewed for consideration, however, at this time the Planning Board intends to conduct additional discussion and review of potential areas using the DHCD Compliance Model. The Planning Board requested, and received, an advisory opinion from EOHED relative to a specific property, 500 Main Street, a property located within proximity to existing multi-family housing, commercial properties, a school, and the Nashua River Rail Trail (which has its terminus at the Ayer Commuter Rail Station). EOHED issued an opinion that this subject area is a "highly suitable" location for residential or mixed-use smart growth zoning districts. Below is a paraphrased summary of several important characteristics considered and demonstrated as part of that advisory opinion:

- The Subject Area is in an area characterized by a mix of residential, commercial, and municipal uses, as well as significant parcels of undeveloped land. It is located directly across from Groton Residential Gardens, a 44-unit affordable condominium development, which includes a 4,000 square foot commercial building and a commercial childcare facility. There is a fitness facility immediately adjacent to the Subject Area. The Subject Area also is located close to Mill Run Plaza, a commercial development that includes restaurants and professional offices. The subject area is currently served by municipal water and sewer and existing sidewalks provide safe, convenient pedestrian access directly from the Subject Area to an elementary school, a middle school, town hall (1.3 miles), the public library, a town field, and playground (1.6 miles). Direct access to the Nashua River Rail Trail from the Subject Area could be made by means of a potential easement across private land (approximately 120 feet). The Nashua River Rail Trail can be utilized to travel by foot, bicycle, or other non-motorized means, from the Groton town center, to the north through Pepperell and to the south into the Ayer town center. The southern terminus of the Nashua River Rail is located directly adjacent to the MBTA commuter rail station in Ayer. The distance from the Subject Area to the Ayer Commuter Rail Station, via the Nashua River Rail Trail, is approximately 4.8 miles.

See the attached map of the referenced district and EOHED's advisory opinion of "Eligible Location".

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**File** <https://www.formstack.com/admin/download/file/13825957787>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

- ? Access to town sewer and water
  - ? Proximity to Town Center amenities (Public Library, Town Hall, schools, etc.)
  - ? Proximity to other services and amenities (retail, foodservice, bank, medical, etc.)
  - ? Pedestrian and bicycle connectivity (sidewalks, crosswalks, Rail Trail, etc.)
  - ? Environmental impacts
  - ? Traffic impacts
-

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Jan 01, 2023

Oct 31, 2025

**Short Answer**

Developing/Writing Zoning

Jan 01, 2023

Aug 01, 2025

**Short Answer**

Applying DHCD's Compliance Model to test for density & unit capacity

Jul 01, 2023

Jul 01, 2024

**Short Answer**

Holding Planning Board Hearings

Jul 01, 2023

Aug 01, 2025

**Short Answer**

Holding Legislative Sessions & Adopting Compliant Zoning (Presentation to Select Board and Town Meeting Vote)

Aug 01, 2025

Oct 31, 2025

**Short Answer**

Submitting District Compliance Application to DHCD

Jan 01, 2025

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Oct 31, 2025

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Groveland

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 130

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Annie Schindler

**1.7a. Title** Town Planer & Conservation Agent

**1.7b. Email Address** aschindler@grovelandma.com

**1.7c. Phone Number** (978) 556-7214

**1.8 Please provide the name of the municipal CEO** Rebecca Oldham

<b>1.8b Mailing address of municipal CEO</b>	183 Main Street Groveland, MA 01834
<b>1.8c Email address of municipal CEO</b>	roldham@grovelandma.com
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Rebecca Oldham - Town Administrator Annie Schindler - Town Planner & Conservation Agent Sam Joslin - Building Commissioner & Zoning Enforcement Officer

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The Town currently has a Housing Production Plan, which is being updated with the Merrimack Valley Planning Commission, as well as a Affordable Housing Implementation Plan that was created in 2020.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	d. A new base zoning district or districts
<b>3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.</b>	The Town is currently looking at the area from 833 Salem Street to 899 Salem Street, from the street to essentially the Georgetown boarder, for the potential MBTA zoning district.
<b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b>	Non-housing characteristics that are important to the Town are proximity to main roads sidewalks, proximity to open space and recreation, proximity to retain and business areas, and the availability and capacity of municipal services and infrastructure.

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## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	May 01, 2023
	Dec 31, 2025
<b>Short Answer</b>	DHDC Compliance Model Testing
	May 01, 2023
	Sep 01, 2024
<b>Short Answer</b>	Developing Zoning
	Sep 01, 2023
	Sep 01, 2024
<b>Short Answer</b>	Planning Board Hearings
	Jan 01, 2025
	Feb 28, 2025
<b>Short Answer</b>	Town Meeting
	Apr 28, 2025
	Apr 28, 2025
<b>Short Answer</b>	DHDC Compliance
	Sep 01, 2025
	Dec 31, 2025

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Halifax

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Halifax

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Cody Haddad

**1.7a. Title** Town Administrator

**1.7b. Email Address** cody.haddad@halifax-ma.org



<b>1.7c. Phone Number</b>	(781) 294-1316
<b>1.8 Please provide the name of the municipal CEO</b>	John Bruno
<b>1.8b Mailing address of municipal CEO</b>	499 Plymouth Street Halifax, MA 02338
<b>1.8c Email address of municipal CEO</b>	john.bruno@halifax-ma.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The team will consist of the Town administrator working with the Old Colony Planning Council. The Board of Selectmen has also suggested to bring in the Town's Zoning Bylaw Review Committee to assist. This committee has professional staff from the Town as well as representative from key boards such as the Planning Board and the Select Board.

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	No
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	c. A new 40R or other overlay zoning district
<b>3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).</b>	The Town will work throughout the next 22 months to best determine the location of the proposed zoning. There is a vacant parcel of approximately 50 acres that abuts the commuter rail station, but the work has not yet been done to determine the feasibility of this parcel. It is important that the Town work collectively with its residents to best understand where the zoning should take place.
<b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b>	It is imperative for the Town that any 3A zoning not put a significant strain on already slim municipal services. We plan to conduct public workshops to better understand the characteristics, housing and non-housing, that are important to the community.

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## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Apply for Community Planning Grant

Mar 01, 2023

Mar 30, 2023

**Short Answer**

Begin Public Outreach

Apr 01, 2023

Oct 30, 2023

**Short Answer**

Develop Zoning

Nov 01, 2023

Feb 28, 2024

**Short Answer**

Apply DHCD Compliance Model

Mar 01, 2024

Mar 30, 2024

**Short Answer**

Hold Public Hearings

Apr 01, 2024

Jun 30, 2024

**Short Answer**

Propose Zoning Bylaw to Town Meeting

May 01, 2024

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Oct 30, 2024

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**Short Answer**

Submit to DHCD

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Nov 01, 2024

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Dec 30, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Hamilton
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	731
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Hamilton - Wenham Commuter Rail Station
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Patrick Reffett
<b>1.7a. Title</b>	Director of Planning & Inspections
<b>1.7b. Email Address</b>	Preffett@Hamiltonma.gov

<b>1.7c. Phone Number</b>	(978) 626-5248
<b>1.8 Please provide the name of the municipal CEO</b>	Joseph Domelowicz
<b>1.8b Mailing address of municipal CEO</b>	Town Hall - 577 Bay Road Hamilton , MA 01982
<b>1.8c Email address of municipal CEO</b>	JDomelowicz@Hamiltonma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Corey Beaulieu - resident, former Planning Board member.  Patrick Norton - resident, Planning Board Associate member.  Kate McGuire - Director, Hamilton Housing Authority.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Advance local housing stock diversity; generate appropriately located affordable housing; promote and manage 40b projects; etc. Have prepared and gained approval of a Housing Production Plan; have prepared a Housing section of a local master plan document and are updating it; are working with the local affordable housing trust in funding various affordable housing projects. An 18 unit rental mixed use building was just completed in downtown - town provided \$500,000 from housing Trust/CPA funds to the project. Town (through Affordable Housing Trust) provided in excess of \$400,000 to a 10 unit project which Habitat For Humanity is starting construction upon.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Engaged in review of 45 unit 40B project being undertaken by Harborlights. Expect final decision in early 2023.

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> </ul>
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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Other: By right residential development ability

**Explanation:**

The Business (B) district zoning at present allows site plan approval for residential in our downtown district but it requires a site plan approval. Our proposed amendment would allow for by-right residential.

The B district expansion is being proposed to extend to a nearby elementary school campus which may soon be surplus and the school would be consolidated elsewhere.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The proposed Business district expansion would add a nearby elementary school campus. Additional land area would include land in close proximity to remain within the 1/2 mile distance maximum.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

State and local infrastructure is likely underqualified to adequately handle expanded traffic demands (roadway capacity of SR 1A), drainage, septic system/wastewater considerations, pedestrian improvements, accessibility, local retail improvements; etc.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public outreach

Nov 30, 2022

May 31, 2023

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**Short Answer**

Develop zoning

---

Apr 30, 2023

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Jun 30, 2023

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**Short Answer**

Apply compliance modeling

---

Jul 01, 2023

---

Aug 01, 2023

---

**Short Answer**

Hold Planning Board Hearings

---

Jul 15, 2023

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Sep 15, 2023

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**Short Answer**

Hold legis. sessions/adopt zoning

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Oct 01, 2023

---

Nov 15, 2023

---

**Short Answer**

Submit compliant zoning to DHCD

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Nov 30, 2023

---

Dec 30, 2023

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Hanover

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".



<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Whitman (2.1 miles), Hanson (2.8 miles), S. Weymouth (2.7 miles), Halifax (6 miles)
<b>1.7. Please provide the name of the person filling out this form</b>	Christine Stickney
<b>1.7a. Title</b>	Town Planner
<b>1.7b. Email Address</b>	christine.stickney@hanover-ma.gov
<b>1.7c. Phone Number</b>	(781) 826-5000 ext. 1016
<b>1.8 Please provide the name of the municipal CEO</b>	Joseph Colangelo
<b>1.8b Mailing address of municipal CEO</b>	Town Manager's Office - Town Hall 550 Hanover Street Hanover, MA 02339
<b>1.8c Email address of municipal CEO</b>	christine.stickney@hanover-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Consultant (TBD) Town Manager Director of CDMI Affordable Housing Trust Representative Town Planner BOH Representative Building Representative Conservation Representative

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Hanover Housing Production Plan - 2021 Hanover 300 Master Plan - 2018 Working With Affordable Housing Trust
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes

2.2a. Please briefly describe the housing work underway.

Proposed Inclusionary Housing Bylaw (ATM 2023)

### Section 3: Preliminary Zoning Strategies

3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

- c. A new 40R or other overlay zoning district
- e. Other zoning strategy

3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).

Based on Consultant involvement - other zoning strategy recommendations may be considered.

3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.

None at this time

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

- Available Water Supply.
- Available Title V or private treatment facilities.
- Upland availability - Wetlands/Floodplain.
- Proximity to Transportation & walkability to retail, commercial & business areas for employment & daily needs.
- Impact on municipal services (public safety & education)

### Section 4: Action Plan Timeline

Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

Description Area

Task

Description Area

Start

Description Area

Finish

<b>Short Answer</b>	Obtain consulting services
	Jan 03, 2023
	Feb 28, 2023
<b>Short Answer</b>	GIS Upgrade needed
	Apr 01, 2023
	May 31, 2023
<b>Short Answer</b>	Public Outreach
	Jan 03, 2023
	Dec 31, 2025
<b>Short Answer</b>	Thru Town Meeting
	May 06, 2024
	Jul 01, 2024
<b>Short Answer</b>	Develop Zoning & Rezone
	Apr 01, 2023
	Jan 03, 2024
<b>Short Answer</b>	Identify Parcels Thru Town Meeting
	May 06, 2024
	Dec 31, 2025
<b>Short Answer</b>	Submit District Compliance
	Apr 01, 2024
	Dec 31, 2025

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Hanover has only a part time planner and no GIS personnel. The current GIS has not been updated for over three years - much of the Town's new growth is not reflected in the GIS mapping. Zoning layers do not reflect current zoning districts, the Aquifer Protection Overlay is not shown and the FIRM (2021) floodplain mapping as approved by Town Meeting. Parcels that had been rezone are only shown since 2014 on Town Zoning map.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Hanson
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	750
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Hanson
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Antonio De Frias
<b>1.7a. Title</b>	Town Planner
<b>1.7b. Email Address</b>	tdefrias@hanson-ma.gov

**1.7c. Phone Number**

(781) 293-9035

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

The Town of Hanson will be using municipal staff, such as the Town Planner, Building Commissioner, Board of Health, Conservation Agent and Zoning Administrator to assist in developing and reviewing proposed zoning bylaw creation/amendments. Additional assistance from the Town Administrator and Select Board along with the Zoning Bylaw Committee may be utilized.

The Town will also be seeking assistance from the Regional Planning Authority (Old Colony Planning Council) and/or a private or state agency in developing and/or reviewing the proposed regulations for compliance.

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town of Hanson currently has an approved Housing Production Plan (exp. date 05/21/24), a Master Plan (2008) and an Economic Development Plan (2019). Though each of these plans have various specific goals, the common thread is the creation of affordable housing within the Town of Hanson and increasing business development.

The commuter rail station is located within south Hanson on Main Street, which is an area the town is interested in revitalizing through public and private cooperation. The main goal for this area is to create a mixed use of residential housing and retail/office space within walking distance for local residents. The town has approved three residential projects within this area which assists with achieving these goals. The projects are in various stages of construction, from ground breaking to fully occupied. One of the projects was approved under the current zoning bylaw and the remaining two were approved as Comprehensive Permits.

The completed project known as Depot Village (located on Phillips Street) created 48 affordable rental units and is located within 1000 feet of the commuter rail station. The site is connected to the rail station via a paved and lit walking path.

Station Landing located at 965-999 Main Street will be a mixed used project with retail space located on the ground floors and 46 residential apartment units above within two free standing buildings with related parking. The project is located within a half mile of the rail station.

Brookside landing located at 1139 Main Street is a quadplex which will create four residential units. One of the units will be established as an affordable unit. The site is located approximately 500 feet from the commuter rail station.

The Town hopes that this will be the catalyst for the revitalization of Main Street. Additionally, the town is exploring improvements to the existing roadway infrastructure through the Complete Streets program to create/improve sidewalks, roadways and bike paths.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

The town has approved a project located at 280 Liberty Street under a Comprehensive Permit for 21 condo unit style buildings.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- District boundaries
- Use schedule
- Dimensional regulations
- Parking requirements

---

**Explanation:**

A portion of the new required zoning area falls within the Town of Hanson's existing Flexible Overlay Zone. The existing zone would require expansion to the east of the existing commuter rail station to include additional potential sites that would not be impacted by current Title V and wetland restrictions.

The existing dimensional requirements would require adjustment (reduction) to allow for new construction or additions to existing buildings within the district. A review of existing parking requirements or parking stall sizes would be required to allow for either a reduction in the number of spaces or the size of the spaces. Currently, structures containing 1-8 dwelling units require a Special Permit by the Zoning Board of Appeals. The Special Permit requirement would have to be removed to allow for as of right use. The proposed changes would require approval through the town Meeting process.

Attached is a copy of Section VI of the Hanson Zoning Bylaw. Please refer to Section VI(H) - Flexible Zoning Bylaw/Special District (Section is highlighted).

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**File**

<https://www.formstack.com/admin/download/file/13471999274>

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The proposed district will be located along the Main Street corridor (Route 27) within the 0.5-1.0 mile radius of the existing commuter rail station. A portion of the proposed district location falls within a Zone II Interim Wellhead Protection District. Additionally, individual sites may/will be subject to the MGL 131 Section 40 (The Wetlands Protection Act) and may be limited on the size of expansion.

The Town of Hanson would like to include two areas owned by the local housing authority within the proposed district. Discussions with the Planning Board, Select Board, Economic Development Committee and Community Preservation Committee to expand housing on these sites for residents and veterans is a goal of the town. The Planning Department has also reviewed the properties located within the original 0.5 mile radius of the commuter rail station to examine what restraints these properties may have due to Title V and the Wetlands Protection Act (See Attached).

The Town Planner has presented information regarding the guidelines to the boards and committees mentioned previously to educate and promote discussion of the process. The town has also begun examining what improvements to existing roadway infrastructure and streetscape will be required to provide safe pedestrian and vehicular movement while enhancing the visual landscape with trees and shrubbery.

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**File**

<https://www.formstack.com/admin/download/file/13471999276>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

As mentioned on the above sections, the Town of Hanson is seeking to improve the existing roadway infrastructure to allow for more efficient and safer pedestrian and vehicular access through the use of dark sky compliant lighting, signage and streetscapes. Improvements to the streetscapes would include the planting of street trees and low maintenance flower beds along with sitting areas for all to enjoy. Additionally the creation of bike lanes would be used to connect to existing wildlife/recreation areas and trails located within the area of the proposed zone.

Outdoor seating areas would be created for any eatery businesses that wish to locate within this area. The town would also examine creating a Railway Quiet Zone within the area to reduce noise pollution created by the commuter rail. The town would also seek to improve the entrance/egress from the existing commuter rail station and possible expand available parking on the site.

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**Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.

Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach
	Apr 03, 2023
	Apr 30, 2023
<b>Short Answer</b>	Developing zoning
	May 01, 2023
	Sep 01, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Oct 02, 2023
	Dec 29, 2023
<b>Short Answer</b>	Holding planning board hearings
	Jan 08, 2024
	Mar 25, 2024
<b>Short Answer</b>	Adopt Zoning Bylaw
	May 06, 2024
	Oct 07, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Nov 01, 2024



## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Harvard

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 113

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Frank O'Connor

**1.7a. Title** Dir. of Planning

**1.7b. Email Address** FOConnor@Harvard-MA.gov

**1.7c. Phone Number** (978) 456-4100 ext. 323

**1.8 Please provide the name of the municipal CEO** Tim Bragan

**1.8b Mailing address of municipal CEO** Office of Town Administrator  
13 Ayer Road  
Harvard, MA 01451

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**1.8c Email address of municipal CEO** TBragan@Harvard-MA.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Planning Board

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** Town of Harvard is in the process of updating its Housing Production Plan.  
Town is working with a developer to break ground on a 24 unit mixed income 40-B housing development, also.

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**2.2. Is this municipality currently working on any other planning for housing?** Yes

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**2.2a. Please briefly describe the housing work underway.** Harvard is exploring potential of 55 & older housing development behind Town Hall.

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)** c. A new 40R or other overlay zoning district  
d. A new base zoning district or districts

---

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).** Town of Harvard is reviewing the potential of creating a multi-family overlay district which would be almost equidistant in proximity to MBTA commuter rail stations in Littleton, Ayer and Shirley.

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**File** <https://massgov.formstack.com/admin/download/file/14064174239>

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Potential District is located the town's commercial district.

Site would be within walking distance to Council on Aging office, coffee shop, post office and medical offices.

**File** <https://massgov.formstack.com/admin/download/file/14064174241>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Municipal services such as public schools and fire department response times are important.

Well and septic compliance with state law are very important also.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach / Community information form

Apr 10, 2022

Dec 30, 2022

**Short Answer**

Letter to multi-family parcel owners

Aug 30, 2022

Dec 30, 2022

**Short Answer**

Working with Montachusett Reg. Planning Comm. to develop GIS map of existing Multi-family parcels

Oct 30, 2022

Dec 07, 2022

<b>Short Answer</b>	Complete & Apply DHCD Compliance model
	Nov 19, 2022
	Apr 30, 2023
<b>Short Answer</b>	Propose potential overlay district for MBTA multi-family overlay district
	Feb 27, 2023
	Mar 06, 2023
<b>Short Answer</b>	Legal notices for Planning Board public hearings
	Feb 24, 2023
	Mar 17, 2023
<b>Short Answer</b>	Planning Board Hearings
	Mar 20, 2023
	Apr 24, 2023
<b>Short Answer</b>	Present Potential overlay district for approval at Town Meeting
	Oct 07, 2023
	Oct 21, 2023
<b>If there is any other feedback you would like to share about the compliance process, please use this space to provide it.</b>	<p>Finding potential site with adequate water and septic capacity to support 113 units of housing will be a challenge.</p> <p>Harvard does not have municipal sewer and water services.</p>

# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Haverhill
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	4189
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
--	----

<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
--	-----

<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Haverhill Station, Bradford Station, MVRTA bus Station
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	William Pillsbury
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<b>1.7a. Title</b>	Economic Development and Planning Director
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<b>1.7b. Email Address</b>	wpillsbury@cityofhaverhill.com
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<b>1.7c. Phone Number</b>	(978) 374-2330
<b>1.8 Please provide the name of the municipal CEO</b>	James Fiorentini
<b>1.8b Mailing address of municipal CEO</b>	CITY HALL RM 100 4 SUMMER ST HAVERHILL, MA 01830
<b>1.8c Email address of municipal CEO</b>	mayor@cityofhaverhill.com
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Economic Development and Planning Staff Community Development Staff MVPC Staff Atty Mark Bobrowski Atty William Cox Planning Board Chair Zoning Board of Appeals Chair Haverhill Housing Task Force

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Updated Housing Production Plan, Updated Master Plan, updated zoning to implement master plan, updated community development Comprehensive Plan, established HDIP zone with By right multifamily approval component. completed comprehensive downtown and waterfront zoning in our Transformative Development District, created by right multifamily housing approval process in the city's 40R waterfront and downtown districts
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	New update to Housing Production Plan underway.

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Downtown Smart Growth Overlay District (40R) adjacent to Haverhill Station allows by right multifamily housing;

Merrimack Street Gateway Renaissance District within .5 miles of Haverhill Station allows by right multifamily housing;

Waterfront Zoning District (Subzone C) within .5 miles of Haverhill Station allows by right multifamily housing

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Multimodal transit connectivity (including bus connections); increased pedestrian walkability and bike lanes throughout the transformative development district, downtown and waterfront; upgraded municipal services ;upgraded utilities; mixed use commercial development; expanded public access to the Merrimack River via boardwalk and Rail trail; expand cultural and active and passive recreational opportunities. Overall the city has and will continue to pursue transit oriented development best practices combined with smart growth strategies.

## Section 4: Action Plan Timeline

<b>Description Area</b>	This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreachDeveloping zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacityHolding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD
<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach -ongoing
	Jan 23, 2022
	Sep 19, 2023
<b>Short Answer</b>	develop Zoning -ongoing
	Jan 01, 2023
	Jul 09, 2023

<b>Short Answer</b>	Apply model-ongoing
	Jan 11, 2023
	Sep 19, 2023
<b>Short Answer</b>	Planning Board action (if needed)
	Aug 09, 2023
	Aug 09, 2023
<b>Short Answer</b>	City Council action (if needed)
	Sep 19, 2023
	Sep 19, 2023
<b>Short Answer</b>	Submit District compliance application
	Oct 31, 2023
	Oct 31, 2023
<b>If there is any other feedback you would like to share about the compliance process, please use this space to provide it.</b>	<p>The City of Haverhill has begun to work aggressively with the model. We have uncovered some difficulties in both the shape file and the excel file which we are troubleshooting and are seeking DHCD assistance.</p> <p>We are also awaiting the final district compliance application form.</p>

# Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

## Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Hingham

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 1490

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** West Hingham, Nantasket Junction, Hingham Ferry

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	East Weymouth, Cohasset
<b>1.7. Please provide the name of the person filling out this form</b>	Emily Wentworth
<b>1.7a. Title</b>	Community Planning Director
<b>1.7b. Email Address</b>	wentworthe@hingham-ma.gov
<b>1.7c. Phone Number</b>	(781) 804-2394
<b>1.8 Please provide the name of the municipal CEO</b>	Tom Mayo
<b>1.8b Mailing address of municipal CEO</b>	210 Central Street Hingham, MA 02043
<b>1.8c Email address of municipal CEO</b>	mayot@hingham-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	GIS Administrator, Senior Planner, Town Counsel

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The 2021 Housing Plan includes the following zoning strategies: 1. Better promote and advocate for expanded ADUs; 2. Amend Flexible Residential Development By-Law; 3. Explore inclusionary zoning; 4. Pursue measures to resolve problematic teardown activity; and 5. Adopt zoning for additional mixed-use development. The plan also includes the following development strategies: 1. Partner with private developers on private property; and 2.) Make suitable public property available for affordable housing.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes

**2.2a. Please briefly describe the housing work underway.**

There is a pending zoning amendment that would expand accessory dwelling units. The Hingham Affordable Housing Trust is in the process of rehabilitating 4 units and planning to develop another dwelling on a property it owns.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
  - c. A new 40R or other overlay zoning district
- 

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- District boundaries
  - Use schedule
  - Dimensional regulations
  - Parking requirements
- 

**Explanation:**

The Hingham Zoning By-Law allows townhouses and garden apartments by special permit in Residence E District, which is largely located within 0.5 miles of the Hingham Ferry. The district could potentially be modified to allow multi-family by right with appropriate dimensional standards to permit the requisite minimum density (please see attached excerpts from the Zoning By-Law). The Town could also consider a potential new overlay district within one or more of the five transit station areas affecting Hingham.

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**File**

<https://massgov.formstack.com/admin/download/file/14095009537>

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Residence E District is located off of Beal Street and largely within 0.5 miles from the Hingham Ferry.  
The five transit station areas affecting Hingham are shown on the attached map.

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**File**

<https://massgov.formstack.com/admin/download/file/14095009539>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Impacts on municipal services, traffic impacts, historic character, risk related to climate change and projected sea level rise, walkability, bike lanes, neighborhood amenities (retail, restaurants, recreation), tree preservation, landscaping

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### **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Assess developable station areas
	Feb 01, 2023
	Mar 15, 2023
<b>Short Answer</b>	Develop district options using compliance model
	Mar 15, 2023
	Jun 15, 2023
<b>Short Answer</b>	Present options to Planning Board, Select Board, Public
	Jun 15, 2023
	Aug 01, 2023
<b>Short Answer</b>	Draft zoning amendments
	Aug 01, 2023
	Sep 15, 2023
<b>Short Answer</b>	Present draft zoning amendments to Planning Board, Select Board, Public
	Sep 15, 2023
	Dec 01, 2023
<b>Short Answer</b>	Hold Planning Board hearings; present articles to Select Board and Advisory Committee

Jan 01, 2023

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Mar 01, 2023

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**Short Answer**

Town Meeting

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Apr 22, 2024

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**Short Answer**

Submit Compliance application to DHCD if Town Meeting adopts multi-family zoning district

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Jun 01, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The Town officials referenced in Sections 1.7 and 1.8 are listed solely as the contact persons for the Town. All matters involving compliance with and/or zoning amendments under GL c. 40A, s. 3A shall require a vote of Town Meeting.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Holbrook
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	662
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Holbrook/Randolph Station
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Eric Erskine
<b>1.7a. Title</b>	Director of Inspectional Services/ Building Commissioner
<b>1.7b. Email Address</b>	eerskine@holbrookmassachusetts.us



1.7c. Phone Number	(781) 353-5577
1.8 Please provide the name of the municipal CEO	Daniel Lee
1.8b Mailing address of municipal CEO	50 N. Franklin St Holbrook, MA 02343
1.8c Email address of municipal CEO	dlee@holbrookmassachusetts.us
1.9. Please briefly describe other members of the core team developing the multi-family zoning district.	Planning Board Members

## Section 2: Housing Overview

2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?	No
2.2. Is this municipality currently working on any other planning for housing?	No

## Section 3: Preliminary Zoning Strategies

3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)	c. A new 40R or other overlay zoning district
3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).	The MBTA Overlay District consists of both residential and commercial zoned underlying districts. The application was first presented to the Select Board on March 16, 2022 and then to the Planning Board on April 12, 2022 for review and approval. It was sent back to the Select Board on April 27, 2022 to be placed on the Town Meeting Warrant on May 18, 2022. Town Meeting voted to send this case back to the Planning Board for more information. The application will be in front of the Planning Board on March 14, 2023 and then forwarded to the Select Board to be put on the May 2023 Warrant.

File	<a href="https://massgov.formstack.com/admin/download/file/14093629552">https://massgov.formstack.com/admin/download/file/14093629552</a>
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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

small retail businesses, open space, different style construction

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public outreach

Mar 16, 2022

May 24, 2023

**Short Answer**

developing Zoning was completed

Mar 16, 2022

May 24, 2023

**Short Answer**

Compliance Model

May 24, 2023

May 24, 2023

**Short Answer**

Planning Board Hearing

Mar 14, 2023

Apr 18, 2023

**Short Answer**

Select Board Hearing

Mar 22, 2023

Apr 05, 2023

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**Short Answer**

Town Meeting

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May 10, 2023

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May 11, 2023

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Holliston

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Karen Sherman

**1.7a. Title** Town Planner

**1.7b. Email Address** shermank@holliston.k12.ma.us

**1.7c. Phone Number** (508) 429-0635

**1.8 Please provide the name of the municipal CEO** Travis Ahern

**1.8b Mailing address of municipal CEO** 703 Washington Street  
Town Hall  
Holliston, MA 01746

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**1.8c Email address of municipal CEO** ahernt@holliston.k12.ma.us

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** municipal staff to date

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** Objectives of the 2010 Affordable housing Plan will likely carry over to the 2023 Production Plan: To support Smart Growth, To promote Affordability, To distribute and Diversify New Production, To Make own-Owned land Available. To date, the Housing Trust has certified 4 units through their Single-Family Home/Buy Down program and has renovated converted and sold 2 units in tax title properties using CPA funds (diverted from auction through the Town Treasurer).

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**2.2. Is this municipality currently working on any other planning for housing?** Yes

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**2.2a. Please briefly describe the housing work underway.** FY2022 Housing Choice Grant for Housing Production Plan, 2022 "Envision Holliston" community survey and 2022 UMASS/Council on Aging over 55 survey

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)** b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines  
d. A new base zoning district or districts  
e. Other zoning strategy

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.** District boundaries  
Use schedule  
Dimensional regulations  
Parking requirements

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<b>Explanation:</b>	All aspects of current zoning must be reviewed and altered to address guidelines. There is no easy fit to existing by-laws or actual conditions.
<b>3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.</b>	Existing Village Center Commercial District and adjacent Rte. 16 corridor along Metrowest Regional Transit Authority service area
<b>3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.</b>	Utilize MAPC and MHP technical assistance and tool kits as well as local Housing Trust resources in conjunction with the Planning Board and other town agencies. Identify area(s) sufficient to meet criteria and density and then work to assemble a new district, overlay or modify existing district (or all of the above)
<b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b>	Potential locational conflicts with existing Village Commercial uses such as small retail and service establishments (i.e. street retail). Municipal service study underway in Village Center Commercial only for municipal sewer to support businesses. Walkability to public transportation as well as local businesses is a prime consideration.

## Section 4: Action Plan Timeline

<b>Description Area</b>	This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD
<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	public outreach
	Dec 15, 2023
	Sep 15, 2024
<b>Short Answer</b>	developing zoning

Sep 15, 2023

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Sep 15, 2024

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**Short Answer**

compliance model

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Mar 15, 2024

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Jun 15, 2024

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**Short Answer**

hearings

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Jun 15, 2024

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Sep 15, 2024

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**Short Answer**

adoption - special town meeting

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Sep 30, 2024

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Oct 20, 2024

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**Short Answer**

compliance submission

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Nov 01, 2024

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Nov 15, 2024

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Hopkinton
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<b>1.2. Community Category</b>	Adjacent community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	750
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	Yes
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<b>Description Area</b>	Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".
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<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Southborough Commuter Rail Station
<b>1.7. Please provide the name of the person filling out this form</b>	John Gelcich
<b>1.7a. Title</b>	Principal Planner
<b>1.7b. Email Address</b>	jgelcich@hopkintonma.gov
<b>1.7c. Phone Number</b>	(508) 497-9745
<b>1.8 Please provide the name of the municipal CEO</b>	Norman Khumalo
<b>1.8b Mailing address of municipal CEO</b>	18 Main Street 2nd Floor Hopkinton, MA 01748
<b>1.8c Email address of municipal CEO</b>	nkhumalo@hopkintonma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	John Gelcich, Principal Planner Elaine Lazarus, Asst. Town Manager/Land Use Director John Westerling, DPW Director Kim Ciaramicoli, Conservation Administrator Chief Bill Miller, Fire Department Chief Joe Bennett, Police Department Dave Daltorio, Town Engineer

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Master Plan (2017) - Monitor housing development and create new affordable rental housing when needed to that the Town remains above the 10% affordable housing goal. - Maintain a balanced housing stock, and modify the Zoning Bylaw as needed to guide future residential development. -Study ways to create lower priced dwellings for first time homebuyers.

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

Hopkinton is the Lead Community on an effort to establish a regional Shared Housing Services Office in coordination with MAPC. Additionally, we have applied for DLTA/TAP funding to create a Housing Production Plan.

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### Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The areas we have identified for preliminary research on locating MBTA Communities-compliant zoning include areas around the I-495/West Main Street intersection, the soon-to-be former Elmwood School, the former Center School, and a portion of the land within 0.5 miles of the Southborough Commuter Rail Station. Maps attached.

**File**

<https://massgov.formstack.com/admin/download/file/13998380694>

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

See 3.1c.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Infrastructure availability (water and sewer), walkability, transportation options, natural resource conservation/preservation.

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### Section 4: Action Plan Timeline

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

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**Description Area**

**Task**

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<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jan 01, 2023
	Apr 30, 2024
<b>Short Answer</b>	Developing Zoning
	Aug 31, 2022
	Dec 31, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Oct 15, 2023
	Dec 31, 2023
<b>Short Answer</b>	Holding planning board hearings
	Jun 01, 2023
	Apr 30, 2024
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning
	May 01, 2024
	May 31, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD
	May 01, 2024
	Jul 31, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Hull

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 586

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** Yes

**Description Area** Although there is a MBTA rapid transit station within its municipal boundaries, this municipality's community category is Adjacent. This is because the methodology used to determine community category considers not only stations that are located within municipal boundaries, but also whether the transit station area associated with those stations amounts to at least 100 acres of "developable station area" within the boundaries. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area", and "developable land" to explain how this determination was made.

**1.4a. Please list MBTA rapid transit stations that are located within this municipality's boundaries** Pemberton Ferry Terminal

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Christopher Diiorio
<b>1.7a. Title</b>	Community Development and Planning Director
<b>1.7b. Email Address</b>	cdiiorio@town.hull.ma.us
<b>1.7c. Phone Number</b>	(781) 925-3595
<b>1.8 Please provide the name of the municipal CEO</b>	Philip Lemnios
<b>1.8b Mailing address of municipal CEO</b>	253 Atlantic Avenue Hull , MA 02045
<b>1.8c Email address of municipal CEO</b>	plemnios@town.hull.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Hull Planning Board: seven elected members from the community  Zoning By-law Review Committee: consists of representatives of the Planning Board, Zoning Board, Select Board, Building Commissioner and 3 at-large members.  Consultant RKG Associates

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The Town completed a Housing Production Plan within the last year and identified multiple options for developing new Affordable Housing units in Town. The Affordable Housing Committee has been reestablished and is in the process of reviewing the goals and recommendations presented in the plan with the objective of future implementation. Strategies for developing affordable housing included financial rehabilitation assistance, inclusionary zoning, expanded multi-family zoning, and creating an Affordable Housing Trust.

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

The Hull Redevelopment Authority is developing a new urban renewal plan which proposes to develop an urban renewal property under their control with 150 units of multi-family housing that includes a retail component, new open space, affordable units and a major overhaul of the roadway network in the downtown area.

### Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Dimensional regulations  
Other: units per acre

**Explanation:**

It is probable that a combination of several zoning changes will be necessary to meet the requirements of the Section 3A Guidelines while allowing for a development form that is acceptable to the community.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Walkability, bike lanes, bus connections, accessibility, municipal services, climate change and sea level rise, storm water, water supply, traffic, senior and workforce housing. lighting.

### Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

<b>Description Area</b>	Finish
<b>Short Answer</b>	Develop Zoning
	Jan 18, 2023
	Jun 30, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Jan 18, 2023
	Jun 30, 2023
<b>Short Answer</b>	Public outreach/Planning Board Discussions
	Jul 01, 2023
	Oct 31, 2023
<b>Short Answer</b>	Holding planning board hearings
	Nov 01, 2023
	Jan 31, 2024
<b>Short Answer</b>	Finalize Draft/Check DHCD Compliance Model/Advisory Board/Insert Warrant Language
	Jan 01, 2024
	Feb 29, 2024
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning /Town Meeting
	May 01, 2024
	May 31, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Jun 01, 2024
	Jun 30, 2024
<b>If there is any other feedback you would like to share about the compliance process, please use this space to provide it.</b>	Hull was chosen as a 3A Early Adopter Community and received technical assistance from the Mass Housing Partnership to review initial proposals the town had to comply with the 3A guidelines. The resulting technical memo outlined areas where the Town should focus its efforts. The Town received additional technical assistance to continue working with RKG associates to develop a proposal that will meet the guidelines by the end of 2024.

# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Ipswich
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	971
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Ipswich MBTA Commuter Rail Station
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Glenn Gibbs
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<b>1.7a. Title</b>	Interim Planning Director
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<b>1.7b. Email Address</b>	glennng@ipswichma.gov
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<b>1.7c. Phone Number</b>	(978) 356-6607
<b>1.8 Please provide the name of the municipal CEO</b>	Stephen Crane
<b>1.8b Mailing address of municipal CEO</b>	25 Green Street Ipswich, MA 01938
<b>1.8c Email address of municipal CEO</b>	andreab@ipswichma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The Ipswich Town Manager has designated a Task Force supported by the Planning & Development Department and comprised of the following: two Planning Board members (one of whom is also on the Climate Resiliency Committee), one Select Board member (also on the Affordable Housing Trust Fund Board), one Housing Partnership member, one Historical Commission member, one Ipswich Partnership member, one resident specialist on architecture, and one resident specialist on zoning (also serving as the Interim Planning Director).

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>Ipswich adopted a new 2020-2035 Community Development Plan, which identified the need for a more diverse housing stock, specifically rental, multi-family, affordable, smaller, and service-enriched housing units. It identified the need for Town Center redevelopment to create new housing options in neighborhoods near shops and services. The CDP also identified the need to amend zoning in and near the Town Center and commuter rail station to all multi-family or mix-use options by-right.</p> <p>Ipswich completed a 2020-2025 housing plan in 2020. The HPP recommends, among other goals: the adoption of zoning near Town Center to allow multifamily and/or mixed-used options by-right rather than by special permit only; adopting a 40R District; allowing for the creation of ADUs (this was adopted in 2022), etc.</p>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes

2.2a. Please briefly describe the housing work underway.

Priorities revolve around the CDP- and HPP- identified tasks.

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### Section 3: Preliminary Zoning Strategies

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3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.

- District boundaries
- Use schedule
- Dimensional regulations
- Parking requirements

Explanation:

District boundaries: Multiple Ipswich zoning districts allow multi-family housing; the district locations may need to be adjusted depending on siting.

Use schedule: Multi-family uses are currently only allowed by Special permit; this will need to change to by-right.

Dimensional regulations: Density regulations will likely need to be adjusted.

Parking requirements: Parking requirements will likely need to be adjusted.

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3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).

One approach under consideration is to create an overlay district on the existing Intown Residential, General Business, and Central Business zoning districts, all of which allow multi-family housing, and most of which are located within the station area.

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3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

Characteristics that are important for Ipswich include: existing municipal infrastructure, including water availability and water use mitigation; climate resiliency and sustainability; walkability; bike and pedestrian accommodations; ground-floor retail; accessibility; street canopy; socio-economic diversity; and access to transit.

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### Section 4: Action Plan Timeline

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach
	Feb 01, 2023
	Dec 31, 2024
<b>Short Answer</b>	Developing zoning
	May 15, 2023
	Dec 31, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density/unit capacity
	Jul 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Holding PB hearings
	Jan 01, 2024
	Mar 31, 2024
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning
	May 01, 2024
	Oct 31, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Jun 01, 2024
	Dec 31, 2024

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

We will bring a compliant zoning district to the Annual Town Meeting in May 2024. If this does not pass by a simple majority vote, we will have another opportunity to bring the compliant zoning district to Special Town Meeting in October 2024.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Kingston

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 805

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Town of Kingston MBTA Commuter Rail

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Plymouth, Massachusetts MBTA train station, which currently is left out of the list of MBTA commuter rail stations by DHCD but has long been, and continues to be, seeking designation as a commuter rail station with a large TOD constructed
<b>1.7. Please provide the name of the person filling out this form</b>	Valerie Massard
<b>1.7a. Title</b>	Town Planner
<b>1.7b. Email Address</b>	vmassard@kingstonma.gov
<b>1.7c. Phone Number</b>	(781) 585-0549
<b>1.8 Please provide the name of the municipal CEO</b>	Keith Hickey
<b>1.8b Mailing address of municipal CEO</b>	Town Offices 26 Evergreen Street Kingston, MA 02364
<b>1.8c Email address of municipal CEO</b>	khickey@kingstonma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	<p>MBTA Zoning Implementation Task Force:  1 member, Board of Selectmen  1 member, Planning Board  1 member, Conservation Commission  1 member, Water Commission  1 member, Wastewater/Sewer Commission</p> <p>Lead staff: Town Planner/Town Administrator  Supporting staff: Land Use Department Heads</p> <p>MHP Technical Assistance Grant Consultant: OCPC  Technical Engineering Consultant: TBD to adapt site plan criteria for dirty soils, contaminated sites, and environmental hazards such as proximity to commercial turbines, commuter train tracks, wetlands, active DEP Consent Order fill sites and proximity to WWTP infiltration sites.  Technical Planning Consultant: TBD to assist with design guidelines for selected districts</p>

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Town Planner is doing first-ever comprehensive reporting by the town to DHCD to bring SHI unit count to current standards going back over a decade (approximately 64 new eligible units are being document and are at the final stages of submitting requested additional information);

Town has six current 40B applications pending resulting in hundreds of units once processed (2 have filed for eligibility at this time, the others are about to file) - the town will be seeking Safe Harbor;

Currently, the town may already meet Safe Harbor this year as 29+ units are under construction from LIP initiatives and 40Bs

The Town hired a new Town Planner in 2021

Housing Trust recently evaluated a tax title property (2022) for housing but before action could be taken the back taxes were paid out. Other parcels have been reviewed and options are limited with respect to actionable parcels that are in arrears (conservation land, stormwater parcels); prices have increased 18% in the past year making options limited for the Trust; treasurer is not taking action on seniors who cannot pay out in arrears at this time

Town Planner produced Housing Resources pamphlet for the public and this has been posted to the town website and distributed to various departments (2022)

Town posts local affordable housing lotteries

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

The town is actively participating in Senator Moran's Housing Roundtables, and is working on loan programming contacts to provide direction to the Affordable Housing Trust for low interest loans for retrofits to age in place or adapt to ADA needs for disabilities (Town Planner)

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- c. A new 40R or other overlay zoning district
  - d. A new base zoning district or districts
  - e. Other zoning strategy
-

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

We have submitted detailed information to the DHCD seeking direction and/or a waiver on the "family friendly" test component and expressing our concerns with respect to the 40% of the units within our industrial park - we have shown an area just outside (partially within the 1/2 mile radius that could be zoned and would meet the requirements) and have requested consideration of a waiver to allow this for the 40%. We have an active DEP Administrative Consent Order and are in a legal dispute over those activities, dust violations, a solar array (also in private litigation on this property) and 3 commercial turbines on our 40R district parcel(s). All other land is severely hampered by environmental restrictions including wetlands and riverfront constraints, flicker/noise areas, landfill, WWTP with vast leaching fields, conservation land and land restricted by MEPA, and is otherwise landlocked. We have not received a response but look forward to having a dialogue with the state regarding these concerns.

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**File** <https://www.formstack.com/admin/download/file/13874407210>

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

We have land which will be redeveloped where we are in active discussions with the developer about meeting MBTA Zoning Implementation here to mutually meet objectives, which will require significant water and wastewater infrastructure improvements but will be located on state roads and near conservation land with on site recreation. We hope to dialogue with the state on this property/region in early 2023.

We have a brownfield near the Plymouth Town Line not far from their train station which could support the parking used by the MBTA commuters in Kingston - use has dropped dramatically since COVID and we support transitioning the commuter rail status to Plymouth while keeping our rail station as the working railyard, which it is today. OCPC and physical counts demonstrate that fewer than 300 cars use the site daily. We have reached out to Plymouth and our delegation expressing this same information. We look forward to working with the state on a regional solution, perhaps as an MBTA zone with parking below to add housing. We seek to actively partner with the state and Plymouth to further explore options here.

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**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

Previously noted. We are in active dialogues with several developers on large 40Bs where we expect that they will proceed with 40B. We are actively working with others as described above, and have met with the Selectmen and Planning Board, Water and Sewer Commissions, to explain the MBTA Zoning requirements and build their support for the Task Force, and appointments have already been made.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

access to water, sewer and the highway. Very few residents use the Kingston rail - about a dozen come from Cape Cod and most drive 15 minutes north to use the Red Line.

Our roads are state roads, and are getting tapped out by the 40R in Plymouth which has no commuter rail but is being built out and we are experiencing real problems on the 3A corridor from their site to the former Exit 9

We have asked the MassDOT bridge office, who is studying design for Smiths Lane bridge, to widen their traffic study to include this corridor; we are investing tens of thousands of dollars doing a townwide road safety improvement prioritization plan (ready this early spring) to share with the state since the problems reside on the state owned roads in many cases, and are initiating TIP applications next year - we cannot do any implementation of improvements without state cooperation

Once the abutting towns build their hundreds (and in Plymouth's case, thousands) of by-right units adjacent to us, these roads will fail, they already are at capacity in peak hours, including egress off of the highway, which backs up in both directions ONTO HIGHWAY 3 at peak hours now for Route 44, Smiths Lane and 3A exits

**Section 4: Action Plan Timeline**

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Have drafted public outreach plan for review by TA consultant
	Nov 10, 2022
	Jan 20, 2023

<b>Short Answer</b>	Appoint Task force for Implementation
	Nov 01, 2022
	Jan 01, 2023
<b>Short Answer</b>	ongoing public outreach and public task force meetings monthly
	Oct 01, 2023
	Nov 30, 2024
<b>Short Answer</b>	Develop several zoning districts
	Feb 15, 2023
	Oct 31, 2023
<b>Short Answer</b>	Apply DHCD Test Models
	Feb 28, 2023
	Oct 31, 2023
<b>Short Answer</b>	Hold zoning hearings with PB
	Feb 01, 2024
	Mar 30, 2024
<b>Short Answer</b>	Hold second set of hearings with PB if first Town Meeting fails
	Aug 01, 2024
	Oct 30, 2024
<b>Short Answer</b>	Town Meeting 1 and 2 with submittal to DHCD for compliance
	Apr 01, 2024
	Nov 30, 2024

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.** We very much look forward to working with the state to implement successful outcomes.

# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Lakeville
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<b>1.2. Community Category</b>	Adjacent small town
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<b>1.3. Multifamily Unit Capacity Requirement</b>	231
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>Description Area</b>	Although there is an MBTA commuter rail station within its municipal boundaries, this municipality's community category is Adjacent Small Town. This is because the methodology used to determine community category considers not only whether a station is located within municipal boundaries, but also whether that station has at least 100 acres of "developable station area" within municipal boundaries. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area", and "developable land" to explain how this determination was made.
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Lakeville
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Marc Resnick
<b>1.7a. Title</b>	Town Planner
<b>1.7b. Email Address</b>	mresnick@lakevillema.org
<b>1.7c. Phone Number</b>	(774) 776-4350
<b>1.8 Please provide the name of the municipal CEO</b>	Ari Sky
<b>1.8b Mailing address of municipal CEO</b>	346 Bedford Street Lakeville, MA 02347
<b>1.8c Email address of municipal CEO</b>	asky@lakevillema.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The Lakeville Planning Department and the Lakeville Planning Board will work with Southeastern Regional Planning and Economic Development District (SRPEDD) to comply with the requirements of this district. The Town received approval from Mass Housing Partnership (MHP) for funding to have SRPEDD work with the Town through the analysis of an existing 40R district and a multi-family site selection process. Developing new zoning or modifying the existing 40R district will occur in the following months.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	One of the goals of the Housing Production plan was to expand the 40R Smart Growth District in the area of the Lakeville train Station. This was completed at the 2018 Annual Town Meeting. Another Goal was to continue to guide and approve appropriate comprehensive permits which the town has done. The Lakeville Zoning Board of Appeals continues to approve new phases for a 386-unit comprehensive Permit for the Residences at Lebaron Hills. Other smaller projects have been approved and one is currently under review.

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

The Planning Board is currently working with SRPEDD to update the Housing Production Plan. The updated Housing production Plan will be completed and submitted to DHCD this March. The Town Planner is drafting an Open Space Residential Development By-Law

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### **Section 3: Preliminary Zoning Strategies**

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The Smart Growth Overlay District is a Chapter 40R district by the Lakeville train station. This district has two sub districts which allow Multi family zoning in a density of up to 20 or 25 units per acre. It also allows two family or three family up 12 units per acre. One possibility for the town to comply with the new requirements would be to expand the area of this district to the Middleborough town Line which is only a half mile to the new Middleborough commuter rail station. A new subdistrict could be created to encompass this area.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

There are multiple locations within the Town of Lakeville which may be appropriate to be rezoned for the multi-family zoning district. A list of potential sites will be developed during the planning process with SRPEDD and then go through an evaluation process to determine the most desirable site. There are many existing environmental constraints that must be evaluated for each site to determine the most appropriate location. Once this process is completed then either new zoning will be written for the multi-family zoning district or the existing 40R district will be modified to comply with the program. Attached is the scope of work that SRPEDD will completing by the end of June.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Water supply protection is of great importance to Lakeville residents. The Assawompset Pond complex contains several ponds which supply water to the cities of New Bedford, Taunton and several other communities. Proper siting must occur so as not to affect water quality. Traffic is another major concern of the residents of the community. Proper siting of the district by one of the two major highways that run through the Town would reduce the impact to local streets and neighborhoods. There are several large areas of Lakeville that are also Natural Heritage and Endangered Species Program, Priority Habitats of Rare Species. These areas require an extra level of review and protections and may not be appropriate for the multi-family zoning district.

## Section 4: Action Plan Timeline

### Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

### Description Area

Task

### Description Area

Start

### Description Area

Finish

### Short Answer

Public Outreach

Jan 12, 2023

Mar 23, 2023

### Short Answer

40R Review and Compliance

Jan 27, 2023

Mar 31, 2023

### Short Answer

Site Analysis and Selection

Feb 23, 2023

May 25, 2023

### Short Answer

Develop Zoning

Jul 05, 2023

Nov 09, 2023

### Short Answer

Apply DHCD Compliance Model

Nov 09, 2023

Dec 13, 2023

### Short Answer

Hold Board Meetings

Jan 11, 2024

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Apr 13, 2023

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**Short Answer**

Hold Legislative Session

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May 06, 2024

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Jun 10, 2024

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**Short Answer**

Submit District Compliance App.

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Jun 10, 2024

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Jun 28, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Lancaster

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 139

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Jasmin Farinacci

**1.7a. Title** Director of Community Development and Planning

**1.7b. Email Address** jfarinacci@lancasterma.net

**1.7c. Phone Number** (978) 365-3326

**1.8 Please provide the name of the municipal CEO** Kate Hodges



<b>1.8b Mailing address of municipal CEO</b>	701 Main Street Lancaster, MA 01523
<b>1.8c Email address of municipal CEO</b>	khodges@lancasterma.net
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	? Town Planner ? Planning Board Members: Frank Streeter, Kendra Dickenson, George Frants, Phil Lawler, Mike Favreau ? Housing Coordinator - Victoria Petracca

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Town of Lancaster Housing Production Plan 2020-2024 (2019) Master Plan (2007) Economic Development Plan (2015)
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Updating the Master Plan and SHI, ? Housing Summit or Forum (Year) ? Subsidized Housing Inventory (Year/Status) ? Multifamily Zoning Bylaw(s) or recent updates (Regulatory Authority/Year) ? Affordable Housing Trust evaluations or activities ? Community Preservation Committee and CPA funds for affordable housing initiatives ? Ch. 40B or related projects or districts ? Smart Growth Districts, Multiuse Zoning Districts, or other related Overlay Districts

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	c. A new 40R or other overlay zoning district
<b>3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).</b>	Please see the area proposed in this map of North Lancaster

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Walkability, bike lanes, traffic, access to stores and jobs

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Sep 01, 2022

Oct 31, 2025

**Short Answer**

Develop/Write Zoning

Aug 01, 2025

Jan 01, 2023

**Short Answer**

Apply DHCD Compliance Model

Jan 31, 2023

Jul 31, 2024

**Short Answer**

Hold Planning Board Hearings

Oct 31, 2025

Jan 01, 2023

**Short Answer**

Hold Legislative Session

Aug 01, 2025

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Oct 31, 2025

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**Short Answer**

Hold Legislative Session

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Oct 31, 2025

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Jan 01, 2023

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**Short Answer**

Submit District Compliance Application to DHCD

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Dec 31, 2025

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Dec 31, 2025

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Lawrence
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	4501
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Senator Patricia McGovern Transportation Center
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Daniel McCarthy
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<b>1.7a. Title</b>	Director of Planning & Development
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<b>1.7b. Email Address</b>	dmccarthy@cityoflawrence.com
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<b>1.7c. Phone Number</b>	(978) 620-3505
<b>1.8 Please provide the name of the municipal CEO</b>	Brian DePeña
<b>1.8b Mailing address of municipal CEO</b>	200 Common Street Lawrence, MA 01840
<b>1.8c Email address of municipal CEO</b>	bdepena@cityoflawrence.com
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Awilda Pimentel-Community Development Director Marlene Ferrer-Housing Manager Jeannie O'Rand- Administrator to Boards & Commissions Merrimack Valley Planning Commission

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	1. Amending existing ordinance code to permit multi-family housing in I-4 Zoning District. (MBTA Station Adjacent). 2. Drafting new Accessory Housing Unit ordinance to increase housing stock. 3. Preparing for new TOD overlay for McGovern Station
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	1. Amending existing ordinance code to permit multi-family housing in I-4 Zoning District. (MBTA Station Adjacent). 2. Drafting new Accessory Housing Unit ordinance to increase housing stock. 3. Preparing for new TOD overlay for McGovern Station

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	a. An existing zoning district or districts that might already comply with the Section 3A Guidelines c. A new 40R or other overlay zoning district e. Other zoning strategy
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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The Downtown Smart Growth Zoning Overlay. (Section 29-19 C) of the City's zoning ordinance.

**File** <https://massgov.formstack.com/admin/download/file/14094850595>

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The City is looking to create a new overlay district centered around the McGovern Train Station, which would permit housing by-right.

**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

The City has adopted an interdepartmental plan with (ISD, Fire Dep., Police Dep. and OPD) to create accessory housing out of some of the older housing stock while developing new multi-family housing in the Downtown.

**File** <https://massgov.formstack.com/admin/download/file/14094850598>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Multi-modal transportation links. The City has designed 7 miles of off-street trails permitting walking, bicycles and other modes of transportation. The train station will be connected via the "Riverwalk" trail to the MBTA Rail Trail and the Spicket River Greenway.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

<b>Short Answer</b>	Amend Z.O. to Permit Housing in I-4 Zoning District adjacent to MBTA Rail Station
	Nov 01, 2022
	Mar 06, 2023
<b>Short Answer</b>	Create Accessory Unit Housing Plan and Ordinance to increase in-fill housing stock.
	Mar 01, 2023
	Oct 01, 2023
<b>Short Answer</b>	Begin By-right TOD Overlay District
	Apr 01, 2023
	Mar 01, 2024
<b>Short Answer</b>	Public Outreach and Initial Development
	Apr 01, 2023
	Jun 01, 2023
<b>Short Answer</b>	Develop zoning law for new by-right TOD District
	May 01, 2023
	Aug 01, 2023
<b>Short Answer</b>	Review of new ordinance by Planning Board
	Sep 04, 2023
	Nov 08, 2028
<b>Short Answer</b>	Approval of new ordinance by City Council
	Oct 12, 2023
	Dec 19, 2023
<b>Short Answer</b>	Submit ne district to DHCD
	Jan 06, 2023
	Apr 03, 2023

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Leicester

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 219

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Alaa Abusalah

**1.7a. Title** Director of Development & Inspectional Services/Town Planner

**1.7b. Email Address** abusalaha@leicesterma.org

**1.7c. Phone Number** (508) 892-7007

**1.8 Please provide the name of the municipal CEO** David Genereux



**1.8b Mailing address of municipal CEO** 3 Washburn Square  
Leicester, MA 01524

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**1.8c Email address of municipal CEO** genereuxd@leicesterma.org

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Town Planner, Planning board members, Technical Review Team (fire, highway, zoning, etc.), Central MA Regional Planning Commission, consultants provided by MHP's technical assistance program.

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** In 2017 the town conducted a Workforce Housing report but has not actively worked on plans for housing. The town hosted a Public Information Session - joint meeting of the Leicester Select Board and Planning Board - in order to inform the boards and public of the new Chapter 40A requirements and the Town's next steps (4/20/2022); Town Planner attended multiple training sessions and workshops hosted by CMRPC, MHP, and the Commonwealth; A stakeholder meeting including Town Departments (11/14/22); a draft MBTA Community Zoning webpage including information on public outreach and status updates as the Town moves forward with compliance (to be made public in January).

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**2.2. Is this municipality currently working on any other planning for housing?** No

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)** b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines  
d. A new base zoning district or districts  
e. Other zoning strategy

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.** District boundaries  
Use schedule  
Dimensional regulations  
Parking requirements

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**Explanation:** The Central Business District and Business District both allow multi-family by Special Permit through the Planning Board.

**File** <https://massgov.formstack.com/admin/download/file/14086764218>

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.** Rochdale area (by 1030 Stafford Street), old housing stock, most two or multi-family, underutilized mill buildings in the area, mixed zones, interest in housing development from mill owners.

**File** <https://massgov.formstack.com/admin/download/file/14086764220>

**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.** Town conducted a Workforce Housing Report in 2017, the Town's Master Plan also provides guidance on housing strategies.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?** municipal services and capacity constraints, Leicester also has multiple private water and sewer districts; open space and recreation, design guidelines, preserving the small town charm, walkability, traffic and safety

## Section 4: Action Plan Timeline

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

**Short Answer** Public outreach

Sep 01, 2023

Dec 31, 2024

<b>Short Answer</b>	Developing zoning
	Nov 01, 2023
	May 01, 2024
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Feb 01, 2024
	Mar 01, 2024
<b>Short Answer</b>	Holding Planning Board hearings
	Jan 01, 2024
	May 01, 2024
<b>Short Answer</b>	Town Meeting/adopting compliant zoning
	May 01, 2024
	May 01, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Dec 01, 2024
	Dec 01, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Leominster
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	2810
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	North Leominster Station
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Elizabeth Wood
<b>1.7a. Title</b>	Director of Planning and Development
<b>1.7b. Email Address</b>	ewood@leominster-ma.gov

<b>1.7c. Phone Number</b>	(978) 962-3542
<b>1.8 Please provide the name of the municipal CEO</b>	Dean Mazzearella
<b>1.8b Mailing address of municipal CEO</b>	25 West Street Leominster, MA 01453
<b>1.8c Email address of municipal CEO</b>	dmazzearella@leominster-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	? Elizabeth Wood, Director of Planning and Development ? Planning Board Members: o John J. Souza, Chairperson o Carol Vittorioso, Vice Chairperson o Thomas Carignan o Salvatore Ciccone o Jason Pare o Patrick Perla o Dean Valliere o Paul Weizer  ? Montachusett Regional Planning Commission ? Potential other consultants TBD as needed

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Open Space and Recreation Plan (2021)
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	? Community Development Block Grant/ Housing Rehabilitation Program

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## Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries

**Explanation:**

- A multi-family overlay district could be created to meet compliance. The district can be placed in the developable station area surrounding the North Leominster Station, Village District, parcels adjacent to the downtown area, and Multi-Use District 2 districts.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

- A multi-family overlay district could be created to meet compliance. The district can be placed in the developable station area surrounding the North Leominster Station, Village District, parcels adjacent to the downtown area, and Multi-Use District 2 districts.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

- Access to city sewer and water
- Proximity to downtown amenities
- Proximity to other services and amenities
- Pedestrian and bicycle connectivity (sidewalks, crosswalks, Rail Trail, etc.)
- Environmental impacts
- Traffic impacts

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

<b>Short Answer</b>	Public Outreach
	Feb 01, 2023
	Dec 31, 2024
<b>Short Answer</b>	Developing/Writing Zoning
	Jun 01, 2023
	Aug 01, 2024
<b>Short Answer</b>	Applying DHCD's Compliance Model to test for density and unit capacity
	Jul 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Holding Planning Board Hearings
	Aug 01, 2024
	Oct 01, 2024
<b>Short Answer</b>	Holding Legislative Sessions & Adopting Compliant Zoning (Presentation to City Council)
	Aug 01, 2024
	Dec 31, 2024
<b>Short Answer</b>	Submitting District Compliance Application to DHCD
	Aug 01, 2024
	Dec 31, 2024

# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Lexington
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<b>1.2. Community Category</b>	Adjacent community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	1231
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	Yes
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<b>Description Area</b>	Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".
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**1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.** Arlington Heights Busway (exactly .5 miles from Lexington town-line)

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**1.7. Please provide the name of the person filling out this form** Abby McCabe

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**1.7a. Title** Planning Director

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**1.7b. Email Address** amccabe@lexingtonma.gov

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**1.7c. Phone Number** (781) 698-4562

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**1.8 Please provide the name of the municipal CEO** James Malloy

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**1.8b Mailing address of municipal CEO** Town Manager's Office  
Town Office Building  
Lexington, MA 02420

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**1.8c Email address of municipal CEO** jmalloy@lexingtonma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** James Malloy, Town Manager  
Abby McCabe, Planning Director  
Carol Kowalski, Assistant Town Manager for Development  
Robert Peters, Planning Board Chair  
Planning Office Staff (4 total)  
Planning Board Members (6 total)

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Yes, the Lexington Planning Board adopted a Comprehensive Plan on September 18, 2022. The Housing element is listed as Goal 2, which contains nine objectives followed by the list action steps. The goal of the Housing chapter is to promote a wide range of housing options that respond to the needs of households, regardless of income and life stage. The housing related actions begin on page 10 of the Housing Chapter and may be found here:  
<https://www.lexingtonma.gov/DocumentCenter/View/6946/5-Goal-2-Housing?bidId=>

The full 2022 Lexington Comprehensive Plan is available here:  
<https://www.lexingtonma.gov/DocumentCenter/View/6985/LexingtonNEXT-Final?bidId=>

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**2.2. Is this municipality currently working on any other planning for housing?**

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Yes

**2.2a. Please briefly describe the housing work underway.**

Special Town Meeting voted November 2022 to create an Affordable Housing Trust. Special Town Meeting also voted November 2022 to petition the state legislature to convert LexHAB, the Town's affordable housing developer, to a non-profit Housing Development Corporation. The Community Preservation Committee voted to recommend to 2023 Annual Town Meeting pre-funding the new Affordable Housing Trust. Additionally, there is a Town Meeting warrant article for 2023 to transfer the balance in the Housing Stabilization Fund into the newly established Affordable Housing Trust. In fiscal year 2023, the Town Department name will be changed from Land Use, Health & Development to Land Use, Housing & Development to signal high priority of housing for Lexington. A multi-year planning effort will culminate with a 2023 Annual Town Meeting warrant article to allow and encourage developments of a variety of smaller residential building types, with a density bonus and affordable requirements, as an alternative to large conventional single-family subdivisions. This zoning amendment effort was spearheaded by a Special Permit Residential Development Ad Hoc Committee established in November 2018. The public hearing is scheduled for February 8, 2023 and the Town Meeting vote expected in April. More inclusionary zoning provisions have been integrated in zoning amendments proposals and most recently when Town Meeting adopted an Open Space Residential Development Bylaw Section 6.12 that includes Inclusionary Housing Requirements in April 2022. Missing Middle Housing, a range of housing types between single-family and high-rise units, has been a work-plan goal of the Planning Board for the last few years. In October 2022, Lexington issued a request for qualifications seeking consultants for a Feasibility and Initial Design Study. The study is for the construction of affordable housing units in Lexington Center for Town-owned land at 171-173 Bedford Street, the Depot Square municipal parking lot at Meriam Street, and municipal parking areas in the town-center between Edison Way and Grant Street. As of January 2023, the Town is in the final stages of executing a contract to begin the Affordable Housing Feasibility Study for town-owned lots in Lexington Center. The Lexington Planning Board submitted a warrant article to the 2022 Annual Town Meeting but that was withdrawn in March 2022.

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**Section 3: Preliminary Zoning Strategies**

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Planning Division and Planning Board hosted a Housing Workshop/Charette on October 25, 2022. The purpose was to explain the new law to the community and participants were asked to map out potential areas for where higher density housing could be supported. Close to 100 residents attended the workshop and the resident-created map is attached that combined the 11 table maps onto one map. The Planning Division has created a webpage here: [www.LexingtonMA.gov/MBTAZoning](http://www.LexingtonMA.gov/MBTAZoning)

The Planning Board submitted an Action Plan on June 10, 2022 and the Planning Board is seven months into that action plan as of January 2022. Since June 2022, there have been 14 public meetings and events focused on the Multi-Family Housing requirements for MBTA Communities for MGL s.3a. The Town has been publicizing the zoning proposal in the weekly newsletter emailed to subscribers each Friday. Email blasts from the Planning Director have been keeping residents informed of the zoning proposal.

Since the October 25, 2022, Housing Workshop, the Planning Board has been holding public work sessions to develop the zoning and take public comments and questions as part of the public outreach campaign. By January 31st, there will have been nine public work sessions to explain the law, explain the Planning Board's zoning proposal, and answer questions.

The public hearing is scheduled for February 1, 2023. The Planning Board is expected to keep the public hearing opened until early March. Annual Town Meeting will begin March 20 and a Town Meeting vote is anticipated in late April/or early May.

The January 13, 2023, Zoning Bylaw and Map proposal is attached, but may change during the course of the next couple of months during the public hearings and Town Meeting process. Attached is the Planning Board zoning overlay proposal which includes multi-family housing by site plan review in: East Lexington, Lexington Center, Bedford Street/Worthen Road, Bedford Street/Reed Street, Bedford Street North, Hartwell Avenue/Bedford Street, Waltham Street/Concord Avenue, Marrett Road/Spring Street, and Marrett Road/Waltham Street. Any project proposed in the proposed Village Overlay District are required to have multi-family housing. One area of town –Lexington Center, will require a non-residential component on the ground floor storefront façade to maintain the business uses in Lexington Center and will also require upper story housing for multi-family up to 58 ft. in Lexington Center. All other areas will allow projects with 100% multi-family housing and a height bonus for mixed use.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Since the proposed multi-family housing zoning overlay districts are proposed over Lexington’s commercial zones, it is critically important that Lexington maintain land for business uses. Only 6% of Lexington’s total land area is zoned for commercial and we have a major concern that all of Lexington’s commercially zoned land could convert to residential over time with the strict requirements of DHCD’s guidelines that don’t allow mixed-use requirement provisions. Lexington’s main source of revenue is from property taxes and with Lexington’s split tax rate, the Town benefits financially from having more land taxed at the commercial tax rate. The tax revenue is needed to provide Lexington’s municipal services. Please reconsider allowing a nonresidential component for mixed use with multi-family housing. The Planning staff and Planning Board also feel it is important that multi-family housing is developed near public transportation – the bus stops and along the bus routes, near the minuteman commuter bikeway, and near retail sales, restaurants, and personal services uses to provide services for the enjoyment of future residents of any new development and to the surrounding neighborhoods. Nearby businesses are important in creating desirable places to live.

The following is the list of qualities the Planning Board and the Lexington Community has put together for developing the multi-family housing zoning:

- Near bus stops, public transportation, minuteman commuter bikeway
- Walkability, sidewalks, trails, bike lanes
- Developable land (not areas known to flood/not wetlands or park land)
- Near retail and services, parks and playgrounds = more desirable
- Under-utilized area that could be redevelopment
- Physical access and connections
- Lot sizes & common ownership = likelihood of producing housing
- Current uses
- Appropriate for housing, safe for children
- Land topography, buffering, ledge, physical conditions
- Tax Implications: (Commercial Uses = Taxed at higher rate than residential)
- Only 6% of land in Lexington is zoned commercial
- Property owners taxed based on current use. FY 2023 Tax Rates:
- Residential: \$13.00 per \$1,000 of assessed value
- Commercial & Industrial: \$25.72 per \$1,000 of assessed value

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**Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jul 01, 2022
	Apr 30, 2023
<b>Short Answer</b>	Developing Zoning
	Nov 01, 2022
	Apr 30, 2023
<b>Short Answer</b>	Planning Board Hearings
	Feb 01, 2023
	Apr 30, 2023
<b>Short Answer</b>	Town Meeting Hearings & Information Sessions
	Jan 01, 2023
	Apr 30, 2023
<b>Short Answer</b>	Apply DHCD Compliance Model
	Jan 05, 2023
	Apr 30, 2023
<b>Short Answer</b>	Public Work Sessions & Information Sessions (Outreach to other related boards & committees)
	Nov 01, 2022

Apr 30, 2023

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**Short Answer**

Submit District for Compliance Application, after Town Meeting approval and after Attorney General Submittal

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May 31, 2023

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Jun 30, 2023

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**Short Answer**

If not adopted, will re-evaluate and access for next Town Meeting.

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May 17, 2023

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Dec 31, 2023

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

If not adopted at Annual Town Meeting in 2023 (April), Planning Board will try again at the next available Town Meeting, which would be special Town Meeting in November 2023 and/or Annual Town Meeting in spring 2024.

Please know that the Lexington Planning Board and Lexington Planning Office have been working towards meeting and exceeding the minimum compliance standards. We are trying our best but only the elected Town Meeting members have the authority to adopt zoning. Some aspects of DHCD's guidelines are making it more difficult and less likely for the zoning to be adopted at the local level.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Lincoln
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	583
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	The commuter rail stop at Lincoln Station
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Paula Vaughn-MacKenzie
<b>1.7a. Title</b>	Director of Planning and Land Use
<b>1.7b. Email Address</b>	vaughnp@lincolntown.org



<b>1.7c. Phone Number</b>	(781) 259-2610
<b>1.8 Please provide the name of the municipal CEO</b>	Timothy Higgins
<b>1.8b Mailing address of municipal CEO</b>	Town Offices 16 Lincoln Road Lincoln, MA 01773
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	<p>The Town has established a working group by vote of the Select Board. Members include 2 representatives from the Planning Board and one representative from each of the following: Select Board, Council on Aging &amp; Human Services, Historical Commission, Housing Commission, School Committee, Water Commission, Zoning Board of Appeals, and the Rural Land Foundation. The working group also includes the Town Administrator, Director of Planning and Land Use, Director of the Council on Aging and Human Services, and the Water Superintendent.</p> <p>The Town has just received notification of a grant award from MHP for technical assistance and looks forward to working with their consultant.</p>

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town's 2009 Comprehensive Long Range Plan determined that a major concern was the viability and sustainability of Lincoln's small commercial area adjacent to the Lincoln Station MBTA Commuter Rail stop. The Comprehensive Plan's goal is to "Create a compact, vital, walkable village center in the Lincoln Station area that provides more housing choices near public transportation, goods and services for residents, and opportunities for social interaction."  
Planning efforts followed including the Lincoln Station Planning Study Report in 2014, the formation of the South Lincoln Implementation Committee in 2017, and the establishment of the South Lincoln Planning Advisory Committee (SLPAC). SLPAC continued the work and has evaluated septic capacity, done traffic assessment, and conducted extensive public outreach. The committee, with technical assistance from MAPC, drafted Design Guidelines and Draft Zoning to increase the density of residential units and encourage mixed-use development. These efforts stalled with the passing of the Housing Choice Act and the Town will now turn its efforts to complying with the specific requirements of the new legislation.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

The Planning Board is looking at revising current zoning of the B-1 and B-2 business districts located in the Village Center adjacent to the Lincoln commuter stop to increase residential density and encourage mixed-use. While the property currently in the B-2 district may be considered, the B-1 district may not comply in all aspects with the Housing Choice Act because we cannot risk losing the small commercial center to all residential housing.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- District boundaries
  - Use schedule
  - Dimensional regulations
  - Parking requirements
-

**Explanation:**

The Town will explore various locations to locate districts that will comply with the Housing Choice requirements and then will discuss the best way to achieve the zoning status. The Town does not have an existing zoning district that allows the required density by right. The Town has achieved denser housing developments by cluster developments, special residence districts and overlay districts with much success. Currently, 30% of all residential units are multi-family. It is likely that the Town will use overlay districts to achieve compliance.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Town will evaluate various districts in different locations throughout Town. The Town is required to have 20% of the unit capacity and 20% of the required acreage of 42 acres within .5 miles of the Village Center commuter rail stop. The land within the .5 mile of the commuter rail stop is constrained by wetlands, conservation land, and institutional owners. In addition, the Town's small commercial area cannot be put at risk. The Town will endeavor to create a district within this half mile area. In addition, the Town will evaluate land in the vicinity of the 76 bus stops in North Lincoln, as well as other areas that may be suitable for multifamily development throughout the Town.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The Town is a proponent of public transportation and seeks to expand bus services and its commuter rail facilities. The Town considers pedestrian and bicycle connectivity, and accessibility to be important contributors to multi-mobile transportation. The Town will strive to keep the commercial activity sustainable in the Village Center and create a sense of community by allowing housing suitable for small families, downsizing seniors, and young people starting out. Any development must be designed to be consistent with and enhance the rural character of the Town.

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Nov 15, 2022
	Mar 23, 2024
<b>Short Answer</b>	Developing Zoning with Technical Assistance
	Feb 01, 2023
	Sep 30, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Mar 15, 2023
	Sep 30, 2023
<b>Short Answer</b>	Planning Board hearings
	Nov 14, 2023
	Dec 18, 2023
<b>Short Answer</b>	Submit Application
	Dec 22, 2023
	Dec 22, 2023
<b>Short Answer</b>	Town Meeting Vote
	Mar 23, 2024
	Mar 23, 2024
<b>Short Answer</b>	Secondary Town Meeting, if required
	Nov 01, 2024
<b>Short Answer</b>	Town Meeting Advisory Question
	Mar 25, 2023

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The Town of Lincoln has submitted documentation demonstrating that the Federal Census is inaccurate as to the number of residential units in the Town. We have not received a response from DHCD as of this date. In addition the Compliance model data is inconsistent with the updated data on the website for Lincoln regarding the required units and the required land area. The Town looks forward to resolving the issue of the residential units in order to correctly model the districts to be submitted.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Littleton
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	750
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Littleton/Route 495
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Maren Toohill
<b>1.7a. Title</b>	Town Planner
<b>1.7b. Email Address</b>	MToohill@littletonma.org

<b>1.7c. Phone Number</b>	(978) 540-2425
<b>1.8 Please provide the name of the municipal CEO</b>	Anthony Ansaldi
<b>1.8b Mailing address of municipal CEO</b>	PO Box 1305 37 Shattuck Street Littleton, MA 01460
<b>1.8c Email address of municipal CEO</b>	AAnsaldi@littletonma.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Littleton Planning Board Chair Mark Montanari; Vice Chair Jeff Yates; Clerk Bartlett Harvey; and members Delisa Laterzo and Anna Hueston are working with consultants Emily Innes of Innes Associates and Eric Halvorsen and Chris Herlich of RKG Associates and Town Planner Maren Toohill.

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## **Section 2: Housing Overview**

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Housing Goals are outlined in Littleton's 2017 Master Plan, 2019 Littleton Common Revitalization Roadmap, and the 2020 Littleton Station Village Vision Plan. Littleton seeks to encourage a variety of housing that meets the needs of different age groups and is affordable to people of different socio-economic backgrounds and to increase the diversity of Littleton's housing stock. Infrastructure (Town Sewer) to support multifamily housing is integral to achieving production of these units. Littleton adopted zoning bylaws to support attached and detached accessory apartments on owner-occupied residential lots; adopted a Senior Residential Development Bylaw to provide for a variety of housing types, sizes, settings, residential services, and price points to meet the needs of people as they are and people with disabilities; adopted an Inclusionary Housing Zoning Bylaw with a minimum 10% affordable unit requirement, and established the Littleton Affordable Housing Trust and funded same with CPC funds and Inclusionary Housing payments. Many of these steps are implementation goals outlined in the Master Plan. Littleton works to increase our stock of affordable housing units, utilizing Local Action Units, and working with developers to meet these goals.

The 2019 Littleton Common Revitalization Roadmap led to adoption of a mixed-use Village Common Form Based Code zoning district in the Littleton Common area, allowing the development of multi-family and mixed-use buildings in and near Littleton Common. This led to adoption of a separate and progressive King Street Common mixed-use zoning district that allows multi-family and mixed-use development with up to 20 residential units per acre across the entire 42-acre district. This multifamily density will support existing and new businesses in Littleton Common, setting the table for a vibrant, walkable downtown with a range of housing price points and types.

Work on our next Housing Production Plan is slated for 2023/2024.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

Proposed Zoning Bylaw to extend the King Street Common Zoning District to allow additional multi-family units.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
  - d. A new base zoning district or districts
  - e. Other zoning strategy
-



**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

King Street Common district, combined with the proposed extension of the current King Street Common district will allow for approximately 1,000 multifamily units in our downtown over the next few years. The Planning Board approved 780-unit King Street Commons mixed-use development attached. Please note Planning Board also approved a 285-unit Residences at King Street Commons at the 410 Great Road site. Prior shuttle between Littleton Common and Commuter Rail was suspended due to COVID; new more-robust service will be added to provide service between the new multifamily units at King Street Common, Littleton businesses, and the Littleton Commuter Rail station. New sidewalks, bike lanes, multi-use paths are in planning stages, including TIP-funded improvements near the station.

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**File**

<https://massgov.formstack.com/admin/download/file/14003579769>

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Several districts and options are under consideration:

- (1) Expanding King Street Common district to include additional parcels, including 410 Great Road. February 15, 2023 Special Town Meeting will consider this proposal resulting in additional multifamily unit capacity in Littleton Common.
- (2) Add a multifamily district near the Littleton/Route 495 (Foster Street) Commuter Rail station, focusing on "missing middle" housing options, currently scheduled for May 2023 Town Meeting.
- (3) A potential Commercial-Industrial redevelopment district on "upper" Foster Street to allow multi-family or mixed-use redevelopment of obsolete office buildings near the Littleton/Route 495 (Foster Street) Commuter Rail Station.

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**File**

<https://massgov.formstack.com/admin/download/file/14003579771>

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**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

Littleton will meet MBTA Community goals by focusing first on Littleton Common - this work is currently underway, then turning quickly to a separate new zoning district that allows multifamily units by right near the commuter rail station and a possible office/industrial redevelopment area for existing underutilized tired office buildings. Littleton Common would include apartments, condos, and age-in-place residences at a larger scale as shown on the approved King Street Commons development (attached above) and the approved Residences at King Street Common attached below.

Missing middle housing is likely the focus of the new zoning district at the commuter rail station.

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**File**

<https://massgov.formstack.com/admin/download/file/14003579773>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Town Sewer funding and redevelopment under the new Littleton Village FBC and King Street Common zoning will address current groundwater quality issues, support economic development and provide a walkable, vibrant town center that can be connected by shuttle bus, sidewalks, and bike lanes to the Littleton/495 Commuter Rail Station. Addressing groundwater quality (funding Town Sewer), economic development, creating a walkable vibrant Town Center, traffic calming/complete streets, and connectivity to MBTA station all provide a more environmentally-friendly approach to housing. Funding for traffic and streetscape improvements to support this development is key. Rezoning and redevelopment near the Littleton Commuter Rail Station will follow, with the understanding that infrastructure to service a Foster Street 3A zoning district is limited - there is no public sewer.

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Obtain Funding for 3A work

May 20, 2022

Sep 23, 2022

**Short Answer**

Select and Hire Consultant

Sep 24, 2022

Oct 31, 2022

**Short Answer**

Public Outreach throughout

Jan 01, 2022

Dec 31, 2024

**Short Answer**

Develop zoning

Feb 01, 2023

Oct 31, 2023

**Short Answer**

Apply DHCD Compliance Model

Mar 01, 2023

Oct 31, 2023

**Short Answer**

Hold PB Hearings

Apr 13, 2023

Oct 31, 2023

**Short Answer**

Town Meeting, Special Town Meeting

May 01, 2023

Nov 15, 2023

**Short Answer**

Submit District Compliance App

Jun 01, 2023

Dec 15, 2023

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Littleton's King Street Common District - both currently, and the expansion proposed exceed the 3A district unit requirements in Littleton Common. The Planning Board is working quickly to also propose a new 3A district in close proximity to the commuter rail station, however infrastructure service to that area is problematic, with no municipal sewer. The timeline for 3A compliance includes a Feb. 15, 2023 Special Town Meeting to expand the King Street Common zoning district; a May 1, 2023 Town Meeting to add a 3A "missing middle" housing district - with a back-up of a Fall 2023 Town Meeting if necessary. Timeline started immediately upon receipt of initial MBTA Communities guidance in December 2021 and will continue until Littleton's District Compliance Application is approved. Funding for Town Sewer and for traffic/streetscape improvements on State Highways in Littleton Common are key.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Lowell
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	6522
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Gallagher Transportation Terminal
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Francesca Cigliano
<b>1.7a. Title</b>	Senior Planner
<b>1.7b. Email Address</b>	fcigliano@lowellma.gov

<b>1.7c. Phone Number</b>	(978) 935-3740
<b>1.8 Please provide the name of the municipal CEO</b>	Thomas Golden
<b>1.8b Mailing address of municipal CEO</b>	375 Merrimack Street Lowell, MA 01852
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Yovani Baez-Rose, Asst. City Manager/DPD Director, City of Lowell Camilo Espitia, Chief Design Planner, City of Lowell Francesca Cigliano, Senior Planner, City of Lowell  Jason Schriever, Principal, Stantec Philip Shaeffing, Senior Planner/Urban Designer, Stantec Sarabrent McCoy, Urban Planner, Stantec

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>Housing-related goals from existing master plan, Sustainable Lowell 2025:</p> <p>"Build and maintain a diversity of housing options throughout the city so as to support economic vitality and meet the evolving needs of residents"</p> <p>"Maintain an abundance of affordable housing for rent or purchase, and strive to maintain the relative affordability of housing in Lowell compared to other communities in the region"</p> <p>"Balance open space needs with development citywide"</p> <p>- Transit Oriented Development (TOD) Plan developed in 2022 in partnership with Stantec</p>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes

**2.2a. Please briefly describe the housing work underway.**

- Master Plan update is currently underway in partnership with Utile, Inc. - Housing Production Plan (HPP) is currently underway in partnership with the Northern Middlesex Council of Governments (NMCOG)

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

We are in the process of developing an overlay district in the area surrounding the Gallagher Terminal. The overlay district would include the Hamilton Canal Innovation District (HCID), which is an urban renewal area, and the central business district in Downtown Lowell. These are both areas where housing production has been identified as a priority.

The Stantec team and the City collaborated to identify areas that are appropriate for three distinct TOD overlay districts: one being a high-rise district that permits taller structures, one a mid-rise district that would allow development similar in scale to existing mill buildings and historic structures in downtown Lowell, and a neighborhood district that would allow low rise buildings to complement the scale of smaller multifamily structures in neighborhoods.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

-Connections between the Gallagher terminal and the surrounding neighborhoods are lacking and need to be improved in order to optimize use of public transit  
-The Lord Overpass infrastructure project is underway and is improving connections between downtown Lowell and the Gallagher terminal  
-The Gallagher terminal has two parking garages owned by the LRTA that are incredibly underutilized and could help support additional development near the train station

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### **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.

Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Oct 05, 2022
	Dec 15, 2023
<b>Short Answer</b>	Developing zoning
	May 15, 2022
	Mar 15, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Mar 15, 2023
	Apr 15, 2023
<b>Short Answer</b>	Holding Planning Board hearings
	Sep 15, 2023
	Oct 15, 2023
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning
	Nov 15, 2023
	Dec 15, 2023
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Dec 22, 2023





## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Lunenburg

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 250

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Adam Burney

**1.7a. Title** Land Use Director

**1.7b. Email Address** aburney@lunenburgma.gov

**1.7c. Phone Number** (978) 582-4146 ext. 5

**1.8 Please provide the name of the municipal CEO** Heather Lemieux

<b>1.8b Mailing address of municipal CEO</b>	17 Main St Lunenburg, MA 01462
<b>1.8c Email address of municipal CEO</b>	hlemieux@lunenburgma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The key team will be made up of the Planning Board and Land Use Director with support from the Montachusett Regional Planning Agency, the Select Board and the Town Manager.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Housing Production Plan, 2014 · Master Plan, 2008
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	The Planning Board is preparing to begin a Master Plan Update

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	c. A new 40R or other overlay zoning district d. A new base zoning district or districts
<b>3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).</b>	The proposed location of any new zoning district would be based on a public visioning process which, at this time, has not taken place. Ideally, the location would have access to water and sewer infrastructure, however, that remains to be determined.
<b>3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.</b>	The intended zoning strategy the town would consider is utilizing 40R/Smart Growth overlay districts. The town currently has the Tri-Town Smart Growth overlay district, and the town would consider creating a new 40R overlay district to meet compliance.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

- Access to town sewer and water
- Proximity to Town Center amenities
- Proximity to other services and amenities
- Pedestrian and bicycle connectivity (sidewalks, crosswalks, Rail Trail, etc.)
- Environmental impacts
- Traffic impacts

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Feb 01, 2023

Oct 31, 2024

**Short Answer**

Developing/Writing Zoning

Feb 01, 2023

Aug 01, 2025

**Short Answer**

Applying DHCD's Compliance Model to test for density & unit capacity

Jul 01, 2024

Jul 01, 2024

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**Short Answer**

Holding Planning Board Hearings

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Jul 01, 2023

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Aug 01, 2025

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**Short Answer**

Holding Legislative Sessions & Adopting Compliant Zoning (Presentation to Select Board and Town Meeting Vote)

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Aug 01, 2025

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Oct 31, 2025

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**Short Answer**

Submitting District Compliance Application to DHCD

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Jan 01, 2025

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Oct 31, 2025

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Lynn

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 5517

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Riverworks, Lynn

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Swampscott
<b>1.7. Please provide the name of the person filling out this form</b>	Lauren Drago
<b>1.7a. Title</b>	Associate Planning Director
<b>1.7b. Email Address</b>	Lauren.Drago@LynnMA.gov
<b>1.7c. Phone Number</b>	(781) 586-6856
<b>1.8 Please provide the name of the municipal CEO</b>	Jared Nicholson
<b>1.8b Mailing address of municipal CEO</b>	3 City Hall Square Lynn, MA 01901
<b>1.8c Email address of municipal CEO</b>	Jared.Nicholson@LynnMA.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Aaron Clausen (Principal Planning Director), Danya Smith (Mayor's Policy Director), Michael Donovan (Inspectional Services Director)

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	In 2021, the City adopted Housing Lynn: A Plan for Inclusive Growth, which is the City's Housing Production Plan. As part of this plan, the City set a goal that 15% of new housing units would be affordable. Specifically, at least 10% of new housing units would be affordable to incomes at 50% of AMI or less. The City has been implementing a rental inspection ordinance to improve safety in housing units, adopted an inclusionary zoning ordinance (based on a detailed economic feasibility study by RKG), conducted a community process about utilizing a municipal parking lot for deeply subsidized affordable housing, worked towards selling a vacant school for the development of additional affordable housing, established an Affordable Housing Trust Fund, and allocated \$15M of ARPA dollars to various housing-related projects.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

The City is in the middle of a comprehensive planning process, Vision Lynn.

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### Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

We believe that we can establish a 3A compliant district utilizing parcels from our R4 (Apartment House District II) and R5 (High Rise Building District) districts. These residential districts are well-served by both train and bus services and allow for Apartment Houses, Row Houses, and Two Family Houses by right. At the moment, we have 137 housing units in our development pipeline for these parcels, in addition to 146 that have been built in these districts since 2018.

However, we note that our Central Business District (CBD) is more transit-oriented in its location near the Lynn Commuter Rail Station. Attached is a map of the relevant districts and a memo further explaining our approach to 3a compliance.

**File**

<https://massgov.formstack.com/admin/download/file/14075292074>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Street-level commercial space and attracting jobs and employers to Lynn are both major priorities for our transit-oriented areas. Parking is also a major concern in our downtown.

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### Section 4: Action Plan Timeline

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

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**Description Area**

**Task**

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<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Work with DHCD on resolving developable station area acreage question
	Feb 01, 2023
	Mar 01, 2023
<b>Short Answer</b>	Applying DHCD's compliance model
	Mar 01, 2023
	Apr 30, 2023
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Apr 30, 2023
	May 31, 2023
<b>Short Answer</b>	Adoption of comprehensive plan
	Jan 01, 2022
	Jun 30, 2023
<b>Short Answer</b>	Zoning overhaul
	Jan 01, 2024
	Aug 31, 2024
<b>Short Answer</b>	Public outreach
	May 01, 2024
	Aug 31, 2024
<b>Short Answer</b>	Holding planning board hearings
	Sep 01, 2024
	Oct 31, 2024
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning
	Nov 01, 2024
	Nov 30, 2024



**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.** Please see our attached memo.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Lynnfield

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 607

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Emilie Cademartori

**1.7a. Title** Director of Planning and Conservation

**1.7b. Email Address** ecademartori@town.lynnfield.ma.us

**1.7c. Phone Number** (781) 334-9495

**1.8 Please provide the name of the municipal CEO** Robert Dolan

<b>1.8b Mailing address of municipal CEO</b>	Lynnfield Town Hall 55 Summer Street Lynnfield, MA 01940
<b>1.8c Email address of municipal CEO</b>	rdolan@town.lynnfield.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Emilie Cademartori, Planning Director Brian Charville, Chair Planning Board MAPC via Community Vision Plan underway

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	No
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Community Vision Plan underway with MAPC

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines c. A new 40R or other overlay zoning district
<b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b>	District boundaries Use schedule Other: Modification of Development Agreement
<b>Explanation:</b>	Existing 40R District has cap on Residential units which has been met. Boundaries of sub districts would have to be modified or use schedule would need to be changed
<b>3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).</b>	The majority of the town is already built out with single family homes. Any new multi family projects will likely involve change of an existing use/ redevelopment. The corridor along Rt 1 has the supporting infrastructure in place ( sewer and water) and is the most probable area economically to redevelop.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Domestic water and Wastewater are limiting factors, as there is no municipal sewer service other than the existing 40R district and the commercial corridor of Rt 1. One of the two water districts has limited capacity for additional users, making large areas of town unlikely for high density.

The second district is supplied by MWRA and could provide new connections. Availability of services does not match up with walkability or any alternative transit

**Section 4: Action Plan Timeline**

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Complete Community Vision Plan
	Jan 01, 2023
	Oct 01, 2023
<b>Short Answer</b>	Use vision plan public engagement as avenue for public outreach
	Mar 01, 2023
	Aug 01, 2023
<b>Short Answer</b>	Develop Zoning/ Apply Model
	Jan 01, 2024
	Jun 01, 2024
<b>Short Answer</b>	Hold PB hearings
	Jul 01, 2024

Sep 01, 2024

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**Short Answer**

Adopt Zoning Fall Town Meeting

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Oct 21, 2024

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Oct 21, 2024

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**Short Answer**

Submit Compliance Application

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Dec 01, 2024

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Dec 31, 2024

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## Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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### Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Malden
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<b>1.2. Community Category</b>	Rapid transit community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	6930
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	Yes
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<b>1.4a. Please list MBTA rapid transit stations that are located within this municipality's boundaries</b>	Malden Center, Oak Grove
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>Description Area</b>	Although there is an MBTA commuter rail station within its municipal boundaries, this municipality's community category is Rapid Transit. This is because a community's category is determined by the transit station with the highest level of transit service. If there are 100 or more acres of rapid transit stations' developable station area within municipal boundaries, then the community category is Rapid Transit regardless of whether the community is also served by the commuter rail. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area" and "developable land" to explain how this determination was made.
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Malden Center
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Deborah Burke
<b>1.7a. Title</b>	Director, Office of Strategic Planning and Community Development
<b>1.7b. Email Address</b>	dburke@cityofmalden.org
<b>1.7c. Phone Number</b>	(781) 324-5720
<b>1.8 Please provide the name of the municipal CEO</b>	Gary Christenson
<b>1.8b Mailing address of municipal CEO</b>	215 Pleasant Street, Fourth Floor Malden, MA 02148
<b>1.8c Email address of municipal CEO</b>	mayor@cityofmalden.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Deborah Burke, Director, City of Malden Office of Strategic Planning and Community Development; Michelle Romero, City Planner, City of Malden; Nels Nelson, Stantec; Sarabrent McCoy, Stantec

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Malden completed a Housing needs assessment in 2019 which highlighted Malden's shortage of affordable housing. In response, Malden's Affordable Housing Trust Fund developed its first action plan in 2021. The two major goals stated in the plan were to increase the supply of affordable housing and prevent displacement and homelessness. Strategies included funding CDC acquisition of existing housing and new construction, preserving expiring deed restrictions, and advocating for zoning changes to support new affordable housing.

2.2. Is this municipality currently working on any other planning for housing?

No

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### Section 3: Preliminary Zoning Strategies

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3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.

- District boundaries
- Use schedule
- Dimensional regulations
- Parking requirements

Explanation:

Malden has three zoning districts that allow for multi-family development by right: Residential Incentive Overlay (RIO), Residential Incentive Overlay B (RIO-B), and the Rowe's Quarry Reclamation District. These districts would need to be expanded and some dimensional regulations and parking requirements would need to be relaxed to be in compliance with Section 3A. Furthermore, Malden is considering amending the Central Business district to allow for multi-family development by right instead of special permit as it is now.

File

<https://massgov.formstack.com/admin/download/file/14088252304>

3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).

The City may consider a new overlay or 40R district in the downtown area surrounding the Malden Center orange line station.

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

Malden will carefully consider the impacts on municipal services, infrastructure, and schools when developing new MBTA zoning. Additionally, the community seeks to increase employment opportunities downtown, promote walkability, and street tree canopy.

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### Section 4: Action Plan Timeline

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Preliminary Scenario Development
	Jan 01, 2023
	Mar 31, 2023
<b>Short Answer</b>	Community Outreach
	Mar 01, 2023
	Jul 31, 2023
<b>Short Answer</b>	Zoning Development
	Jul 01, 2023
	Aug 31, 2023
<b>Short Answer</b>	Planning Board Hearings
	Sep 01, 2023
	Sep 30, 2023
<b>Short Answer</b>	Legislative Sessions and Adoption
	Sep 01, 2023
	Nov 30, 2023
<b>Short Answer</b>	Submit District Compliance Application
	Dec 01, 2023
	Dec 31, 2023

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Manchester

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 555

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Manchester by the Sea station

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Elizabeth Ware

**1.7a. Title** Interim Town Planner

**1.7b. Email Address** wareb@manchester.ma.us

<b>1.7c. Phone Number</b>	(978) 525-6436
<b>1.8 Please provide the name of the municipal CEO</b>	Greg Federspiel
<b>1.8b Mailing address of municipal CEO</b>	Town Hall 10 Central Street Manchester, MA 01944
<b>1.8c Email address of municipal CEO</b>	federspielg@manchester.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Task force consisting of members from the following boards and commissions: Planning Board Selectboard Historic District Commission Finance Committee Zoning Board of Appeals 2 at large members

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Within the past five years the town has adopted a Housing Production Plan and a Master Plan. Both documents promote the community adopting more opportunities for diverse housing options including, but not limited to, affordable units, smaller units for those starting out in the housing market as well as seniors, who wish to downsize from their existing homes. Accessory dwelling units to existing housing stock is also being considered.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	The Planning Board and Selectboard are presently working on senior housing options, accessory dwelling units (ADUs)

## Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- e. Other zoning strategy

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Presently the General District, which is located in the center of town, allows the conversion of existing dwellings to 3 units/6,000 square feet by right and 4 units/6,000 by special permit.

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- District boundaries
- Use schedule
- Dimensional regulations
- Parking requirements

**Explanation:** Conversion of existing units to multi-family units.

**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

At fall 2022 town meeting, warrant articles pertaining to senior housing, ADUs and other housing initiatives were available but were postponed to the spring 2023 town meeting. (see town clerk website for warrant articles) These documents were in response to the master plan and housing production plan recommendations to create more diverse and affordable units.

The town has also worked with the North Shore CDC on facilitating acquisition of 29 rental units, all of which will be affordable and placed on the SHI. This template will likely continue in terms of securing more affordable units in Manchester.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Non-housing characteristics of importance include: community and historic character; walkability/complete streets; strong school systems, flood mitigation/coastal vulnerability, commercial vibrancy with consideration of upper story residential, street tree canopy/policy, municipal services, having a commercial/residential balance for taxation purposes, issues of non-conformity of lots of 75% of the properties in Manchester.

The Planning Board is working on design standards that address massing, scale, community character and other design issues.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Action Plan
	Jan 03, 2023
	Jan 31, 2023
<b>Short Answer</b>	Public Outreach
	Jan 03, 2023
	Dec 31, 2024
<b>Short Answer</b>	Developing Zoning/Research
	Jan 03, 2023
	Nov 15, 2024
<b>Short Answer</b>	Applying DHCD Model
	Apr 15, 2023
	Sep 15, 2024
<b>Short Answer</b>	Holding Legislative Sessions
	Apr 01, 2024
	Nov 04, 2024
<b>Short Answer</b>	District Comprehensive Application
	Nov 05, 2024
	Dec 15, 2024

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The town has challenges with the commuter rail station located in filled tide lands. Based on municipal vulnerability plans for Salem, Beverly and Manchester, it is doubtful that train lines will be running by 2070, due to the fact that train lines are in low lands and, in some locations, right up against the Atlantic Ocean.

The existing train station, located in former filled tidelands, will be the community's next marina. While the town intends to construct to resiliency standards, sea rise is a challenge.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Mansfield
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	1392
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Mansfield Station.
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Kevin Dumas
<b>1.7a. Title</b>	Town Manager
<b>1.7b. Email Address</b>	townmanager@mansfieldma.com

**1.7c. Phone Number** (508) 261-7370

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**1.8 Please provide the name of the municipal CEO** Kevin Dumas

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**1.8b Mailing address of municipal CEO** 6 Park Row  
Mansfield, MA 02048

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**1.8c Email address of municipal CEO** kdumas@mansfieldma.com

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Christopher McDermott, Director- Economic Development; Chris Slinko, GIS Coordinator- Information Technology; Priscilla McGrath, Administrative Secretary- Planning Department.

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town's 2020 Master Plan clearly identifies housing production as a key priority for the community. Goal 1 of this document, entitled "Bringing People Together", states that Mansfield should amend zoning "to allow more flexible conversion of existing buildings to create smaller and more financially attainable housing options" (Goal 1A, Strategy i). It goes on to state that the Town should "Expand areas that zoning allows for new construction and the adaptation of existing structures to enable more diverse housing types" (Goal 1A, Strategy ii).

Goal 3, "Downtown as a Destination", continues this trend. This is of particular relevance to the MBTA Community Guidelines, as the Mansfield Commuter Rail Station is located in this area, abutting Mansfield's Commuter Rail Station. It states that Mansfield should "Continue to strategically locate new residential development in downtown to enhance and grow support for local retail and restaurant establishments" (Goal 3B, Strategy ii). This section also calls for amendments to the Mansfield Station Revitalization Overlay District to better enable development. Municipal planning staff were actively working towards those objectives when the Commonwealth released the first draft of the MBTA Community Guidelines.

Relative to all of this, Mansfield's Planning Board is also in the process of finalizing a Housing Production Plan (HPP). This work builds upon the goals mentioned above and will provide board members and staff with the insight they need to steer local housing policy for the foreseeable future.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

Development of a Housing Production Plan (HPP).

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The proposed zoning district consists of 116.4 acres centered around the Commuter Rail line, extending from its intersection with Central Street in the south to the Chocolate Factory in the north. The zone is designed to capture a number of key development sites throughout the downtown that could foster multifamily development.

The most critical of these is a collection of unbuilt parcels adjacent to the MBTA Station itself. Directly north of Rt. 106, these parcels are divided between a number of private and public owners. The Town has secured an MOU with two of these and plans to approach the third in an effort to reconfigure the lot lines to better enable growth.

Another key site is the aforementioned Chocolate Factory. This long dormant facility is in the process of being converted into 130 units of multifamily housing. At the site's north is an additional 7.25 acres of unbuilt space with the potential for further development.

A map detailing this proposed district in more detail is attached.

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**File** <https://massgov.formstack.com/admin/download/file/13984478854>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Under Goal 3, the Master Plan clearly envisions downtown development as promoting a walkable, bikeable neighborhood framework. Developing a zoning bylaw that facilitates this vision will be critical when these proposals are brought before the Planning Board and Town Meeting.

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## Section 4: Action Plan Timeline

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

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**Description Area** Task

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**Description Area** Start

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**Description Area** Finish

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**Short Answer** Public Outreach

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Sep 22, 2022

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Apr 30, 2024

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**Short Answer**

Developing Zoning

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Feb 01, 2023

---

Oct 30, 2024

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**Short Answer**

Applying DHCD's Compliance Model to test for density and unit capacity

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Jun 01, 2023

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Dec 31, 2023

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**Short Answer**

Holding Planning Board Hearings

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Sep 01, 2022

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Oct 31, 2024

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**Short Answer**

Legislative Sessions/Town Meeting- Overlay District (1st Zoning Tranche)

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May 01, 2023

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May 31, 2023

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**Short Answer**

Legislative Sessions/Town Meeting- Zoning Refinements (2nd Zoning Tranche)

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Nov 01, 2024

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Nov 30, 2024

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**Short Answer**

Submit District Compliance Application to DHCD

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Dec 01, 2024

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Dec 31, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Marblehead

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 8965

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Rebecca Curran

**1.7a. Title** Town planner

**1.7b. Email Address** rebeccac@marblehead.org

**1.7c. Phone Number** (781) 631-1529

**1.8 Please provide the name of the municipal CEO** C Moses Grader

<b>1.8b Mailing address of municipal CEO</b>	188 Washington street Marblehead , MA 01945
<b>1.8c Email address of municipal CEO</b>	kezert@marblehead.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The town has been designated Bolher consultants to provide assistance to Marblehead in developing the multi family zoning district The town planner, planning board, members of fair housing and housing implementation committee as well as zoning officer will be the core team

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	In 2020 the town with the assistance of MAPC completed a housing production plan and have begun implementing strategies and priorities
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Adopting accessory dwelling unit bylaw and just permitted a smart growth project 40r

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> <li>d. A new base zoning district or districts</li> </ul>
<b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b>	<ul style="list-style-type: none"> <li>District boundaries</li> <li>Use schedule</li> <li>Dimensional regulations</li> <li>Parking requirements</li> </ul>

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**Explanation:** There is a district that presently allows multifamily by special permit we need assistance with analysis to see if this could be changed to a matter of right and comply  
 Also we have several buildings that might be ripe for adaptive reuse as multifamily however we need assistance analyzing this as well. We just received the scope from Bohler consulting and expect to begin shortly

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Na

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Na

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Walkability rail trail historic district

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
 Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Kickoff

Mar 01, 2023

Mar 01, 2023

<b>Short Answer</b>	Data analylis
	Mar 01, 2023
	Apr 15, 2023
<b>Short Answer</b>	Public forum
	Apr 15, 2023
	Apr 15, 2023
<b>Short Answer</b>	Development of strategy
	Apr 30, 2023
	Jun 01, 2023
<b>Short Answer</b>	Present findings planning board
	Jun 01, 2023
	Jun 01, 2023
<b>Short Answer</b>	Finalize strategy
	Jun 01, 2023
	Jun 20, 2023
<b>If there is any other feedback you would like to share about the compliance process, please use this space to provide it.</b>	We are just beginning the process with consulting assistance so the timeline begins now and ends june30 but the steps might not be exact at this point

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Marlborough

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 1755

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Arthur Vigeant

**1.7a. Title** Mayor

**1.7b. Email Address** mayor@marlborough-ma.gov

**1.7c. Phone Number** (508) 460-3771

**1.8 Please provide the name of the municipal CEO** Arthur Vigeant



<b>1.8b Mailing address of municipal CEO</b>	City Hall 140 Main St. Marlborough, MA 01542
<b>1.8c Email address of municipal CEO</b>	mayor@marlborough-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Chris Kuschel, AICP Land Use Manager and Principal Planner (MAPC)  Jason Grossfield, City Solicitor

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	2018 Multifamily Development Review Criteria and Design Guidelines (MAPC) to assist developers and the City of Marlborough in defining the appropriate design and municipal review of multifamily developments proposed in the City.  2017 Multifamily Market and Fiscal Impact Analysis (prepared by RKG Associates)  2013 Marlborough Housing Supply/Demand Needs Analysis (prepared by MAPC)
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	There are zoning amendments relative to existing inclusionary zoning under consideration. Planning to begin updates to housing master plan.

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	c. A new 40R or other overlay zoning district
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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

City will continue to evaluate potential overlay districts which will meet requirements. These may include areas which already include multifamily residential uses such as off Simarano Drive/Green District Blvd, and off Hosmer Street.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Support the economic vitality of the City's downtown, retail and commercial establishments and districts. Mix of housing types, landscaping, parks, and connectivity with existing neighborhoods.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach
	Nov 01, 2023
	Jan 01, 2024
<b>Short Answer</b>	Developing zoning (including review of zoning/recommendations by MAPC
	Jan 18, 2023
	Feb 01, 2024
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	May 01, 2023
	Aug 31, 2023
<b>Short Answer</b>	Holding planning board hearings

Apr 01, 2024

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Jun 01, 2024

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**Short Answer**

Holding legislative sessions and adopt compliant zoning

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Mar 01, 2024

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Jun 30, 2024

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**Short Answer**

Submit District Compliance application to DHCD

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Jul 01, 2024

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Aug 15, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Please also include e-mail communications to Jason Grossfield, City Solicitor ([jgrossfield@marlborough-ma.gov](mailto:jgrossfield@marlborough-ma.gov)).

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Marshfield

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 1158

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Greg Guimond

**1.7a. Title** Town Planner

**1.7b. Email Address** gguimond@townofmarshfield.org

**1.7c. Phone Number** (781) 834-5554

**1.8 Please provide the name of the municipal CEO** Michael Maresco

**1.8b Mailing address of municipal CEO** 870 Moraine Street  
Marshfield, MA 02050

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**1.8c Email address of municipal CEO** mmaresco@townofmarshfield.org

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Town Administrator, Town Planner and Housing Coordinator

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

In the fall of 2021 Marshfield Town Meeting approved a number of zoning changes to expand Housing opportunities in the community. These included:

Created an Affordable Village Overlay that allowed attached multi family housing in the PMUD (3 units per acre);  
Modified and clarified definitions for Mixed Use Development allowing for residential above Commercial in PMUD (6 units per acre);  
Allowed residential above commercial in the Downtown (10 units per acre);  
Modified the Brant Rock Village Overlay to allow for full three story mixed use buildings (13 units per acre);  
Removed the requirement 3 year waiting period on creating Accessory Apartments in new construction.  
In 2023 the Planning Board has submitted a zoning article to change the Accessory Apartment from special permit to by-right .

**2.2. Is this municipality currently working on any other planning for housing?**

No

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The planning staff has reviewed the compliance model and has done some preliminary excluded and sensitive mapping to identify possible locations. The planning staff is reviewing the model by-law provided by the state.

**File** <https://massgov.formstack.com/admin/download/file/14504433763>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

High amounts of wetlands, floodplain and other excluded or sensitive lands. No access to MBTA system without driving individual cars out of Town.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

The Town has already conducted four public meetings discussing MBTA communities requirements and locations.

Jan 18, 2023

Apr 10, 2023

**Short Answer**

The town Planner is working on the zoning language.

May 09, 2023

Jan 07, 2024

**Short Answer**

The Planning Board will need to hold public hearing.

Jan 01, 2024

Mar 20, 2024

**Short Answer**

Planning Staff has already been working on the DHCD Compliance model mapping and testing the density and unit capacity

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Mar 04, 2023

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May 20, 2023

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**Short Answer**

Annual Town Meeting 2024

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Apr 19, 2024

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Apr 28, 2024

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**Short Answer**

Submit to DHCD

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May 15, 2024

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Jul 15, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Maynard

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 474

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Bill Nemser

**1.7a. Title** Planning Director

**1.7b. Email Address** Bnemser@townofmaynard.net

**1.7c. Phone Number** (978) 897-1329

**1.8 Please provide the name of the municipal CEO** Greg Johnson



**1.8b Mailing address of municipal CEO** 195 Main Street  
Maynard, MA 01754

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**1.8c Email address of municipal CEO** gjohnson@townofmaynard.net

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

1. Maynard Planning Board - Chris Arsanault, Bob Brown, Jim Coleman, Bill Cranshaw, Natalie Robert and Annette Garabedian.
  2. Metropolitan Area Planning Council (MAPC) - Andrea Harris-Long (Project Manager, Land Use Planner), Emma Battaglia (Housing Planner), Adi Nochur (Transportation Planner), and Sarah Scott (Land Use Planner)
  3. Julia Flanary, Maynard Conservation Agent and Assistant Planner.
  4. Maynard Department of Public Works - Justin Demarco and Wayne Amico.
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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Master Plan (2021) - Provides overall vision for Powder Mill Road redevelopment. Goals include: "Maintain and encourage a range of housing options, including those that are accessible to persons and households of various ages, abilities, and economic means."

Powder Mill Road Corridor Study Phase 1 (2021) - The Towns of Maynard and Acton were awarded an \$80,000 grant in January 2020 from the Metropolitan Area Planning Council (MAPC) and the Executive Office of Energy and Environmental Affairs. The funds provide technical assistance towards the creation of a redevelopment vision and strategy for the 1.5-mile Powdermill Road Corridor.

Housing Production Plan (2021) - Maynard's HPP establishes a community vision and goals that helps the Town meet local demand for market-rate and affordable housing, while remaining consistent with State-mandated affordable housing requirements. Assists in implementing affordable housing goals of the Master Plan.

Inclusionary Zoning By-law (2019) - Mandates provision of affordable housing units for new development of 6 or more units.

Complete Streets Maynard has adopted a Complete Streets policy (2013), resolution (2016) and prioritization plan (2016). Each of these influenced the development of the Town's 2020 Master Plan which memorializes the Town's Complete Streets vision. Maynard has made steady progress throughout the Town creating alternatives to motorized vehicle transportation utilizing its Complete Streets philosophy and Prioritization Plan.

All of these will assist the creation of the new overlay zoning district.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

The Town is bringing forward new zoning amendments for its downtown overlay district requiring provision of affordable units to those making up to 60% of area median income (AMI). Currently, the Town only requires provision of affordable units to those making 80% of AMI.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Town of Maynard is working with the Town of Acton to jointly create an overlay zoning district for the Powder Mill Road corridor. This zoning effort implements a redevelopment strategy for the corridor that was completed in spring 2022. The strategy envisions that the corridor will transition to a more walkable, mixed-use area. The Towns received an EEA grant and MAPC Technical Assistance grant to update the zoning in the Powder Mill study area. Allowing multi-family has always been a goal of this project, so this presents a unique opportunity to integrate 3A multifamily zoning into an already underway zoning process with similar housing objectives. The Town of Maynard is considering having sub-districts in the overlay zoning district, one of which will be 3A compliant. The other sub-districts will allow multi-family but likely be more focused on mixed-use with first floor commercial uses.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The Powder Mill Road Corridor Initiative Plan has been underway since 2019.

During the preparation of the "Phase One" of the Powder Mill Corridor plan, key issues were identified as subsequent steps to take, as soon as feasible. One reason for this has been the increase of redevelopment inquiries along the Corridor as the Phase One planning commenced. Having these components in place is critical for new development to ensure proposed configurations are consistent with community goals, as reflected during the Phase One plan preparation. The proposed components to be formulated by this work are:

- a. An overlay zoning district for the Powder Mill Road Corridor;
- b. A strategy for public utilization of riverfront areas along the Corridor; and
- c. A streetscape improvement plan.

**a. Overlay District**

The need for predictable and consistent zoning throughout the Corridor is paramount to the success of this initiative. As it is now, the existing assortment of zoning categories currently along the Corridor present a substantial regulatory challenge for new project proposals. Were a series of projects to come into the corridor and develop under the existing zoning categories any semblance of aesthetic consistency would be eradicated and the Corridor's dysfunction between uses even further compounded. The Corridor's vision promoted in Phase One and Maynard's Master Plan, is one of medium to high density mixed use with significantly enhanced pedestrian/bicycle amenities and increased river activation.

This portion of the request is for technical assistance to develop an overlay zoning district for the Powder Mill Road Corridor. The vision for the proposed district - ideally adopted by both Acton and Maynard - is for an overlay district superimposed over, rather than replacing, the applicable underlying zoning district(s). By using an overlay district, certain uses and structures not otherwise permitted in the underlying district(s) can be permitted. This will create new economic environmental and community opportunities. Selectively applying the overlay will ensure the character of adjacent communities is not affected while simultaneously promoting design that directly benefits those communities.

**b. Streetscape Improvement Plan**

The Corridor consists of approximately one mile in Maynard and a half mile in Acton. On either end of the Corridor, each of the jurisdictions' portions immediately disintegrate into a haphazard, disconnected strip of commercial, industrial and residential sprawl. Where they exist, pedestrian and bicycling opportunities on the corridor are sporadic, ill-defined and remarkably hazardous. A number of businesses, single-family neighborhoods, multi-family developments as well as a senior residential development administered all are adjacent to the Corridor. Non-motorized transportation simply is not an option for these stakeholders along the

Corridor. All would benefit from an improved non-auto dependent (complete street style) connection with surrounding businesses, services and amenities located along the Corridor.

Likewise, consistent landscaping/design standards will help ensure a level of aesthetic harmony is maintained throughout the Corridor. Strategically placed buffering can also protect surrounding areas where there may be incompatibility or visual inconsistency of uses. New development, Town investment and outside grant funding can all be source of new streetscape improvements. A good part of successful implementation will be a clear understanding of what is expected (as well as what is anticipated or in place) for generally specific improvements along the Corridor.

This portion of the request is limited to Maynard for technical assistance to develop a series of design templates consistent with Acton's MassWorks Complete Streets design for Powder Mill Road awarded in 2021.

This portion of the plan work will promote a final design reflecting Complete Streets principles, appropriate for new construction and/or retrofitting of the Corridor. The templates would allow future developers and stakeholders to ensure new project design is compatible with the vision for the Corridor streetscape as presented in the Corridor Phase 1 and 2 Plans and consistent with the Acton's MassWorks Complete Streets design for Powder Mill Road.

#### c. Assabet River Activation

The plan recognizes the river corridor as an opportunity to address the region's recreation, health, and alternative transportation needs. The advantages of enhancing the Corridor's connections with the Assabet River are innumerable. Maynard's 2020 Master Plan, the Community Development Principles and Town-wide surveys all identify strengthening the Town's connection with the River as a goal. While fostering new interaction with the River can include a variety of initiatives, some key goals include:

- Preservation/conservation of crucial environmentally sensitive areas: Removal of invasive species and revegetation of key areas along the River with native species will help to improve water quality of the Assabet while protecting important flood storage, providing wildlife corridors, and promoting biodiversity.
- Creation of recreational opportunities for the public: While the Assabet's water quality is not yet to a safe level for primary contact recreation (e.g., swimming), secondary contact recreation (e.g., kayaking, canoeing), and wildlife viewing and fishing all present recreational opportunities that can contribute to the quality of life in Maynard.
- Increase commercial desirability of the riverfront: Waterfront dining is ubiquitous in most locations near a water body. In Maynard, not only are we lacking in restaurants with a waterfront view, but often local businesses deliberately block off the view of the river. Whether this is due to the condition of the riverfront area, or possibly that people are just not recognizing the possibilities, it represents an absence of a connection with

the river. By activating the river by design with new development, Maynard's waterfront may be viewed entirely different than it is now: particularly as the Cultural District matures.

- Overall improvement of Town aesthetics: The River in its current state does little, if anything, to enhance the aesthetics of the Powder Mill corridor. Unauthorized dumping and storage of materials are abundant in many segments of the River, and this presents a blighted appearance to the surrounding area. Targeted infrastructure investment, increased public access and a sustained effort to communicate a river improvement initiative by the Town, will help make the Assabet a prominent community asset again.

This portion of the plan is intended to:

- Create a strategy that will identify and address regulatory challenges that will be encountered when planning public access for riverfront locations during project development.
- Develop a series of templates to guide design that is appropriate for of specific riverfront areas and where possible, public access

## Section 4: Action Plan Timeline

<b>Description Area</b>	<p>This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach          Developing zoning          Applying DHCD's compliance model to test for density and unit capacity          Holding planning board hearings          Holding legislative sessions and adopt compliant zoning          Submit District Compliance application to DHCD</p>
<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Sep 01, 2022
	May 01, 2023
<b>Short Answer</b>	Developing zoning (includes work sessions with Planning Board)
	Nov 01, 2022
	Nov 01, 2023
<b>Short Answer</b>	Compliance Model Testing
	Jan 30, 2023
	May 30, 2023
<b>Short Answer</b>	Planning Board Hearings
	Nov 01, 2023
	Dec 01, 2023
<b>Short Answer</b>	Legislative Sessions and adopt compliant zoning Spring 2024 Town Meeting
	May 15, 2024
	May 15, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD

May 15, 2024

Jun 15, 2024

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Maynard has at least one additional 30 acre +- zoning district that would have met the MBTA Community criteria. However, it would require amending the Town's Inclusionary Zoning By-law to reduce the number of required dedicated affordable rental units. Currently the Town requires 25%.



# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Medfield
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<b>1.2. Community Category</b>	Adjacent community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	750
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Sarah Raposa
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<b>1.7a. Title</b>	Town Planner
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<b>1.7b. Email Address</b>	sraposa@medfield.net
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<b>1.7c. Phone Number</b>	(508) 906-3027
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<b>1.8 Please provide the name of the municipal CEO</b>	Gus Murby
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**1.8b Mailing address of municipal CEO** 459 Main Street  
Medfield, MA 02052

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**1.8c Email address of municipal CEO** gmurby1651@gmail.com

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Kristine Trierweiler, Town Administrator  
Frank Gervasio, Assistant Town Administrator  
Brittney Franklin, Town Administrator's Assistant  
Board of Selectmen  
Planning Board  
Affordable Housing Trust  
Medfield State Hospital (MSH) Development Committee

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** MSH Strategic Reuse Master Plan (2018)  
MSH Zoning District (2019 STM)  
Land Disposition Agreement between Town and State (2014)  
Land Disposition Agreement between Town and Trinity (2022)  
Townwide Master Plan Goal 8  
2016 Housing Production Plan  
2022 Housing Production Plan

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**2.2. Is this municipality currently working on any other planning for housing?** Yes

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**2.2a. Please briefly describe the housing work underway.** 1.) 334 rental units at MSH; 2.) 24 senior ownership units on town owned land adjacent to senior center; 3.) Housing Options Program RFP to off-set costs for producing affordable units; 4.) Developing strategy for group homes

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

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<p><b>3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.</b></p>	<p>Medfield State Hospital  Downtown Medfield Business &amp; Business Industrial areas  Montrose School  Upper Spring Street Overlay District  East Main Street Business District  East Main Street Residential adjacent to Business  Lovells Nursery</p>
<p><b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b></p>	<p>District boundaries  Use schedule  Dimensional regulations  Parking requirements</p>
<p><b>Explanation:</b></p>	<p>RKG/Innes will help the Town explore how much of the Medfield State Hospital district complies with the requirement and then analyze additional areas within Medfield to explore multi-family use and associated dimensional, parking requirements, and development constraints.</p>
<p><b>3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).</b></p>	<p>The Town worked with MHP/RKG/Innes on the MBTA Early Adopters Program technical assistance program.</p>
<p><b>File</b></p>	<p><a href="https://massgov.formstack.com/admin/download/file/14021668482">https://massgov.formstack.com/admin/download/file/14021668482</a></p>
<p><b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b></p>	<p>MSH District project by Trinity Financial combines historic preservation and multi-family housing goals. One other proposal was received from Pulte that would demo the buildings and construct up to 702 units in a townhouse/apartment configuration. The Town's 2014 Land Disposition Agreement with the State mandated a conscientious effort to retain the original buildings during redevelopment/disposition. Other issues include: existing road networks, sidewalks/walkability/bike lanes, existing commercial uses,</p>

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## Section 4: Action Plan Timeline

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.

Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach with town boards and committees
	Aug 01, 2022
	Jan 31, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Feb 01, 2023
	May 31, 2023
<b>Short Answer</b>	Developing zoning
	Jun 01, 2023
	Jun 30, 2024
<b>Short Answer</b>	Holding public hearings on proposed zoning
	Jul 01, 2024
	Oct 31, 2024
<b>Short Answer</b>	Hold Special Town Meeting to adopt compliant zoning
	Nov 01, 2024
	Nov 30, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Dec 01, 2024



# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Medford
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<b>1.2. Community Category</b>	Rapid transit community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	6443
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	Yes
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<b>1.4a. Please list MBTA rapid transit stations that are located within this municipality's boundaries</b>	Medford/Tufts Green Line Station, Wellington Orange Line Station
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>Description Area</b>	Although there is an MBTA commuter rail station within its municipal boundaries, this municipality's community category is Rapid Transit. This is because a community's category is determined by the transit station with the highest level of transit service. If there are 100 or more acres of rapid transit stations' developable station area within municipal boundaries, then the community category is Rapid Transit regardless of whether the community is also served by the commuter rail. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area" and "developable land" to explain how this determination was made.
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**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** West Medford (Lowell Line)

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**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

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**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

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**1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.** Green line extension stations in Somerville near the Medford line: Ball Square Green Line Station and possibly the Lowell Street Green Line Station, but would need our consultant and GIS analyst to study this.

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**1.7. Please provide the name of the person filling out this form** Danielle Evans

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**1.7a. Title** Senior Planner

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**1.7b. Email Address** devans@medford-ma.gov

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**1.7c. Phone Number** (781) 393-2480

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**1.8 Please provide the name of the municipal CEO** Breanna Lungo-Koehn

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**1.8b Mailing address of municipal CEO** Mayor's Office  
85 George P. Hassett Drive  
Medford, MA 02155

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**1.8c Email address of municipal CEO** blungokoehn@medford-ma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Alicia Hunt, Director of Planning, Development, + Sustainability  
Ezra Glenn, 3A-TA consultant

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

In March 2022, the City adopted a recodified zoning ordinance--the first step in modernizing the City's zoning. Although the City will embark on a more robust overhaul informed by the recently adopted Comprehensive Plan (January 2023) , several substantive provisions were included in the latest zoning changes which moved forward several strategies outlined in the Housing Production Plan (adopted in 2022) including allowing ADUs by-right and making multifamily housing easier to create by lowering the parking minimums for multifamily units with further reductions for those with affordable units and near transit. Also included in the new zoning is a provision for the creation of Planned Development Districts which would permit some flexibility in the development of specific sites that otherwise wouldn't allow residential uses and/or comply with dimensional requirements.

In addition, the City received a technical assistance grant from the Massachusetts Housing Partnership to move forward the HPP strategy to create an Affordable Housing Trust. The proposed AHT ordinance was reported favorably out of committee by City Council and expected to be voted on this winter. To move forward the City's ambitious housing goals, the part time Housing Planner position was increased to full time and the City is currently accepting applications for the position. One of the primary roles of the Housing Planner will be to implement the Housing Production Plan and housing-related goals in the Comprehensive Plan.

The City is also making significant progress on the HPP strategy to support the Medford Housing Authority by providing several million dollars (to be determined) in CPA and ARPA funds and convening pre-development meetings to ensure the plans to redevelop and expand two of their properties are on track.

There are many additional strategies to develop housing in the Housing Production Plan, Comprehensive Plan and the 2022 Climate Action and Adaptation Plan. It is the city's intention to begin moving forward more of these once the full-time Housing Planner position is filled.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

The City is seeking to exercise its air rights over the Wellington MBTA station and received eight proposals in response to the RFI released in September, which would include a mix of uses including multifamily housing. In addition, the City is looking to redevelop the municipal surface parking lots in Medford Square to revitalize the City's civic center with a mix of uses including additional housing.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- d. A new base zoning district or districts
- e. Other zoning strategy

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- District boundaries
- Use schedule
- Dimensional regulations

**Explanation:**

All five transit stations have at least some surrounding areas that allows multifamily dwellings by right with just a building permit and projects classified as a "Major Project" (six or more units) subject to site plan review. However there is some unclear language in the ordinance that could be interpreted as triggering the need for a special permit (inclusionary housing and parking reductions), which will need review by legal counsel to opine on whether amendments would be necessary.

Additional analysis needs to be done to determine if there are any mismatches among the existing lots and the dimensional requirements that could preclude by right development at the required densities. Review of each individual parcel will be required in order to understand if dimensional requirements such as lot area, lot area per dwelling unit, setbacks, and lot coverage may need to be slightly adjusted. In addition, some district boundaries may need to be expanded.

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**File**

<https://massgov.formstack.com/admin/download/file/14095844408>

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The Wellington Orange Line Station would be the most likely candidate for a potential district which has existing land that is ripe for redevelopment. However, the city will review the existing parcels, land ownership and zoning around all of the included stations to determine which would be the best fit. A large portion of the land near transit stations in Medford appear to meet the definition of "excluded land"

**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.** Initial discussions among staff in the Planning Office include the strategy of expanding either or both the existing MUZ (Mixed Use Zoning) and C1 (Commercial 1) districts which allow multifamily by right and are adjacent to the Industrial district where the station is located. Surrounding parcels will be evaluated against the dimensional requirements of the uses and zoning districts to determine whether further amendments are necessary.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?** Twenty-five percent of Medford's land area is at high risk for storm surge flooding by 2050, including all of the land near the Wellington T station. Medford's median income is lower than the region's median income, therefore, affordable units priced for the 80% AMI standard are not affordable to Medford's population, supporting a need for a deeper range of affordable housing levels.

Therefore, planning for climate resiliency, neighborhoods that support residents of all income levels, commercial uses to increase the City's tax base and provide quality jobs to residents, walkability of neighborhoods with access to green space and daily needs not reliant on individual car ownership are all very important characteristics for Medford to take into consideration when changing our zoning.

## Section 4: Action Plan Timeline

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

**Short Answer** Applying DHCD's Compliance Model

Jan 03, 2023

Jul 31, 2023

**Short Answer** Public Outreach

Mar 01, 2023

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Jun 30, 2023

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**Short Answer**

Developing Zoning

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Mar 01, 2023

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Jul 31, 2023

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**Short Answer**

Community Development Board (Planning Board) meetings

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Aug 01, 2023

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Sep 30, 2023

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**Short Answer**

City Council Adoption of New Zoning District(s)

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Oct 01, 2023

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Dec 01, 2023

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**Short Answer**

Submit District Compliance application to DHCD

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Dec 01, 2023

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Dec 31, 2023

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

We have presented a very reasonable timeline. However, 2023 is an election year in Medford, with all of the City Council, School Committee and Mayor up for re-election. They all serve 2 year terms. We cannot predict how votes will go during a highly volatile election year. While we would like to move this forward quickly, it is quite possible that the Council will decline to vote until after the November election.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Medway

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Barbara Saint Andre

**1.7a. Title** Director, Community and Economic Development

**1.7b. Email Address** bsaintandre@townofmedway.org

**1.7c. Phone Number** (508) 321-4918

**1.8 Please provide the name of the municipal CEO** Michael Boynton

**1.8b Mailing address of municipal CEO** 155 Village Street  
Medway, MA 02053

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**1.8c Email address of municipal CEO** mboynton@townofmedway.org

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Planning and Economic Development Coordinator  
Planning and Economic Development Board  
Select Board  
Private planning consultant TBD

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town adopted a new Master Plan in October, 2022, which includes goals to foster accessible, age-friendly, and affordable housing; the Town has not yet started implementation of the new Master Plan. The Town also has a new Housing Production Plan, approved by DHCD in March 2022, which has a number of housing goals. The Town's Affordable Housing Trust is currently in the process of putting together an Action Plan to further the Town's housing goals as stated.

**2.2. Is this municipality currently working on any other planning for housing?**

No

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Town anticipates adopting a zoning overlay district for multi-family housing by right with a density of 15 units per acre that complies with Section 3A. Planning and Economic Development Board, staff, and Select Board have reviewed and are considering a number of potential areas in town for the overlay district. A final decision has not been made as to locations, we anticipate that the consultant that we hire will help us with those decisions. It is likely that the overlay district will be placed in more than one location in town. Attached are plans showing the various areas that are under consideration (plans are not to scale). Please note, the areas shown on the attached plans far exceed the anticipated districts that will be required to comply with Section 3A and will not all be included in the overlay district, and other areas may be identified as the planning process progresses, including consideration of public input.

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**File** <https://massgov.formstack.com/admin/download/file/14024902137>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Requirement for a strong affordable housing component is probably the most important non-housing characteristic to the Town. Others include preservation of open space, providing districts in more than one location in town, walkability, providing amenities for the multi-family housing communities that will be created, sustainability, aesthetics, and minimizing climate change impacts.

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## Section 4: Action Plan Timeline

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

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**Description Area**

Task

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**Description Area**

Start

---

**Description Area**

Finish

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**Short Answer**

Develop zoning amendments

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May 15, 2023

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Jan 30, 2024

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<b>Short Answer</b>	Public outreach
	Jul 01, 2023
	May 01, 2024
<b>Short Answer</b>	compliance testing
	Oct 15, 2023
	Dec 15, 2023
<b>Short Answer</b>	Planning Bd, Finance Com, Select Bd public hearings
	Mar 01, 2024
	Apr 20, 2024
<b>Short Answer</b>	Town Meeting
	May 01, 2024
	May 14, 2024
<b>Short Answer</b>	Submit compliance application
	May 14, 2024
	Jun 14, 2024
<b>Short Answer</b>	Hire consultant
	Mar 15, 2023
	May 19, 2023

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.** If the proposed zoning does not successfully pass the May Town Meeting, we will have time to make adjustments and re-submit to the Fall Town Meeting, which is held in November.

# Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

## Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Melrose

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 1892

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Melrose Highlands, Melrose/Cedar Park, Wyoming Hill

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".



<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Oak Grove
<b>1.7. Please provide the name of the person filling out this form</b>	Denise Gaffey
<b>1.7a. Title</b>	Director and City Planner
<b>1.7b. Email Address</b>	dgaffey@cityofmelrose.org
<b>1.7c. Phone Number</b>	(781) 979-4190
<b>1.8 Please provide the name of the municipal CEO</b>	Paul Brodeur
<b>1.8b Mailing address of municipal CEO</b>	562 Main Street Melrose, MA 02176
<b>1.8c Email address of municipal CEO</b>	pbrodeur@cityofmelrose.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Municipal Staff: Lori Massa, Senior Planner & Jane Pitts, GIS Analyst

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The City of Melrose passed a Housing Production Plan in March of 2022. One goal is to create a housing mix with a range of options and types to serve households with a variety of incomes and meet the diverse needs of current and future residents. Another is for racial equity and to promote inclusion and encourage wealth creation through housing access for people of color. Expanding and preserving deed-restricted affordable housing including family-sized units is a priority. The community would like to enhance neighborhoods by balancing development with other community priorities like open space, historic preservation, economic development, walkability, sustainability and resilience. The final goal in the plan is to promote an understanding of the role that housing plays in Melrose and the region through ongoing public engagement and discussion.

The zoning amendments identified in the HPP are to allow for more "missing middle" housing types, change zoning dimensions to match the built environment, allow for accessory dwelling units, promote ecological sensitive development regulations, and provide deeper levels of affordability in inclusionary zoning units through incentives. The result would allow for more housing units and more variety of housing types.

The City was awarded a Housing Choice Grant in order to take action on implementing the goals in the HPP and this work will begin in the coming months. Zoning amendments related to housing that were recently approved Just prior to the passage of the HPP allow for more density in our mixed use districts and less parking for multi-family housing.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

We are working on the zoning amendments noted above. Additionally, we are working on a project with the Melrose Affordable Housing Corporation to acquire HOME Funds to purchase a property. We are also applying for a TAP grant with neighboring municipalities to work on the permitting and preservation of units on the Subsidized Housing Inventory.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Rail Corridor Overlay District, Smart Growth Overlay District, Urban Residence-D, and Medical Business within the transit station areas. All of these districts allow for multi-family (3 or more units) by-right with Site Plan Approval from the Planning Board. Using the provided model these districts have a zoning capacity for over the required number of residential units and they meet the location and size requirements. None of the districts used are less than 5 acres. The largest contiguous area is over 50% of the land area of the districts.

The Melrose Zoning Ordinance requires that in projects with eight or more units, 15% of the units need to be affordable at 80% of AMI in perpetuity. As required, we will need to submit an economic feasibility analysis to justify this requirement; however, we know that it has not slowed down the proposals for and construction of multi-family housing projects.

We will need to remove the definition of family, that limits the number of unrelated individuals living together to four, and the residential unit size minimums in the Melrose Zoning Ordinance to eliminate these restrictions on housing.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

It is important that within the 3A zoning districts, developments contribute to the City's pedestrian oriented streets and walkable environment. Buildings should be designed to facilitate transit-use over single-occupant vehicle use. The massing of structures and the use of the open space should vary depending on the zoning district in which they are located.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Feb 09, 2023

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Apr 28, 2023

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**Short Answer**

Zoning Amendments for minimum unit size & definition of family

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Jan 16, 2023

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Apr 28, 2023

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**Short Answer**

Applying DHCD's compliance model to test for density and unit capacity

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Jan 02, 2023

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Jan 13, 2023

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**Short Answer**

Holding planning board hearings

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Jan 23, 2023

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Mar 27, 2023

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**Short Answer**

Holding legislative sessions and adopt compliant zoning

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Mar 06, 2023

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Apr 28, 2023

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**Short Answer**

Submit District Compliance application to DHCD

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Jun 01, 2023

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Jun 01, 2023

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Merrimac

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 138

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Alyssa Sexton

**1.7a. Title** Administrative Coordinator

**1.7b. Email Address** asexton@townofmerrimac.com

**1.7c. Phone Number** (978) 346-0525

**1.8 Please provide the name of the municipal CEO** Benjamin Beaulieu

**1.8b Mailing address of municipal CEO** 4 School Street  
Merrimac, MA 01860

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**1.8c Email address of municipal CEO** selectmen@townofmerrimac.com

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

The core team will be made up of Town staff, Planning Board members, Zoning Board members, and Board of Selectmen members. Specifically, the Town Planner will head the team in developing the new zoning district for the Town of Merrimac. Denise McClure, owner of McClure Planning, LLC is acting as Town Planner and has extensive experience in the development of zoning districts focusing on multi-family housing, particularly the Downtown Waterfront District in Haverhill and the Mixed-Use District in Billerica. The Building Commissioner will be working closely with Ms. McClure in the development of the district. The Town will form a committee to discuss and provide input pertaining to the district throughout the process. The committee will consist of Planning Board members, Zoning Board members, and members of the Board of Selectmen. The Committee will hold community sessions as well to gain feedback on draft by-laws as necessary throughout the process.

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town of Merrimac feels that providing a variety of housing options in town at all levels of affordability is vital to creating a thriving community. The Town continually strives to find ways to improve its ability to create housing throughout town.

The Town of Merrimac currently has a Housing Production Plan which lists out the Town's strategies as they pertain to housing. Below are some of the strategies listed in the Town's current Housing Production Plan and what the town has done to accomplish those strategies:

- Identify municipally-owned parcels that the community commits to issue requests for proposals to develop SHI eligible housing. The Town has a purchase and sale agreement in place for two parcels located adjacent to its downtown. The Town solicited proposals for the development of the sites as multi-family housing. The proposed developer has agreed to construct affordable multi-family housing projects on both sites.
- Participate in regional collaborations addressing housing development. The Town consistently works with the Merrimack Valley Regional Planning Agency on future housing planning and economic development planning. In addition, the Town of Merrimac shares a Housing Authority with the Town of Amesbury. This allows the Town to work on improving housing and its affordability on a regional basis.
- Continue to submit for designation as a Housing Choice Community which will provide preferential access to Commonwealth grant programs as well as a new grant program open only to Housing Choice Communities. The Town of Merrimac was designated as a Housing Choice Community in 2018. Since its designation, the Town has received grants to improve infrastructure to create opportunities for additional housing, recodify its Zoning By-Law and update its Master Plan.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

The Town of Merrimac received an EPA Cleanup grant to clean the contaminated Littles Court site located adjacent to its downtown. The Town then solicited proposals to develop both the Littles Court site and the Senior Center site into affordable multi-family projects at an appropriate density and scale for the Town. The Town has a developer on board and hopes that permitting on both sites can begin this year. In addition, the Town of Merrimac approved a new accessory dwelling unit bylaw at its spring town meeting in 2022. The accessory dwelling unit bylaw allows for the development of accessory units throughout town creating a pathway to additional housing units throughout the municipality.

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

d. A new base zoning district or districts

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The Town of Merrimac is planning to create a new base zoning district that will allow for multi-family housing at the required 15 units per acre. Although the Town has not finalized the specific location for the new district, staff has looked at the area of upper Hadley Road (northwest portion of Merrimac) as a potential location. Much of the land in this area is undeveloped, so the opportunity for new development is available. There is no public water or public sewer in the area; the current developments in this area utilize on site wells and septic systems to meet their infrastructure needs. Permitting density at this level in an area where the utilities would not place a burden on the Town's public system is vitally important to the Town. The Town has reached capacity for both its public water and public sewer systems. Staff has continued to work diligently to address this issue, but at this time, a solution as to how to provide the Town with additional capacity has not yet be found. An additional 138 units at a density of 15 units per acre would be impossible for the Town to accommodate under is current infrastructure capacity issues. The opportunity to provide infrastructure through private septic systems and private wells would make these potential developments in Town feasible.

The Town would expect to create a by-law which preserves open space. Because the new district will most likely be on undeveloped land, the Town would hope to create clustered multi-family units with minimal front setbacks and pavement area in order to preserve the open space of the land. The location near upper Hadley Road has the potential for trails throughout the open space, thus the development of access throughout the open space may be included as an incentive in the proposed zoning.

An affordability component would be included as a requirement of the new district as the Town has not yet reached 10% affordability of its housing stock and providing housing that is affordable is a major goal of all development in town. The Town feels it is important that any new housing built at this density should provide affordable options for its residents.

It is expected that the new district would be approximately 25-50 acres in size. This should provide ample acreage to achieve a minimum of 15 units per acre for a total of 138 units with associated parking, access, infrastructure, and open space.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The Town of Merrimac feels it is important to address the infrastructure needs that the new developments within the new zoning district will require. The Town is currently at its capacity in terms of water and sewer and do not have the capability of providing infrastructure to approximately 140 units without improvements being made to its systems. If any new development proposes to utilize the towns public water and sewer systems, it is expected that the Town would require a study be performed to determine what demand the proposed units will put on the town's infrastructure and what improvements to the public system, if any, will be needed to address that demand.

In addition, the Town feels strongly that cluster development which allows for open space to be preserved is vitally important. Merrimac is a rural town and preserving open space for trails and access has been something that the Town continues to improve upon as it sees new development.

**Section 4: Action Plan Timeline**

<b>Description Area</b>	This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach Developing zoning Applying DHCD's compliance model to test for density and unit capacity Holding planning board hearings Holding legislative sessions and adopt compliant zoning Submit District Compliance application to DHCD
<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jun 30, 2023
	Sep 30, 2023
<b>Short Answer</b>	Develop Zoning By-Law
	Oct 01, 2023
	Jun 30, 2024

<b>Short Answer</b>	Utilizing DHCD's Compliance Model to ensure by-law meets density and unit capacity
	Jul 01, 2024
	Aug 01, 2024
<b>Short Answer</b>	Committee and Public Meetings on Draft By-Law
	Aug 01, 2024
	Jan 01, 2025
<b>Short Answer</b>	Planning Board Hearings and Town Meeting
	Mar 01, 2025
	Jun 30, 2025
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Jul 01, 2025
	Sep 01, 2025

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Methuen

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 2019

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** John Wilson

**1.7a. Title** Director of Economic and Community Development

**1.7b. Email Address** jjwilson@ci.methuen.ma.us

**1.7c. Phone Number** (978) 983-8560

**1.8 Please provide the name of the municipal CEO** Neil Perry

**1.8b Mailing address of municipal CEO** Searles Building  
41 Pleasant Street  
Methuen, MA 01844

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**1.8c Email address of municipal CEO** mayorperry@ci.methuen.ma.us

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Kathleen Bradley-Colwell, Planning Division Director  
Neal Hunter, Community Development Board  
Heather Plunkett, Community Development Board  
Merrimack Valley Planning Commission  
Emily Innes, Innes Associates Ltd.  
JM Goldson

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** Methuen has completed many of its 2018 Housing Production Plan goals and strategies. The city has encouraged increased housing and density infill in the downtown to support local business by focusing efforts on developments in the Methuen Center Smart Growth Overlay District (40R Zone). To date, the city has approved 37 new units at a density of 30 units per acre in this district. Methuen met its housing production goal by having more than 10% of its housing stock designated as affordable units. To meet this goal, the city partnered with a non-profit to create 48 units affordable to households earning less than 60% of the median income with 16 units further restricted for households earning less 30% and, in some cases, housing for those transitioning from homelessness. Eleven of these units received additional funding from the city's HOME Funds. The city also achieved its goal to be designated as a Housing Choice Community. Methuen was first designated in 2018 with the current designation extending to 2025. A Housing Choice grant is funding the City's MBTA Community consultant.

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**2.2. Is this municipality currently working on any other planning for housing?** Yes

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**2.2a. Please briefly describe the housing work underway.**

Methuen has partnered with the Merrimack Valley Planning Commission (MVPC) to update the City's 2018 Housing Production Plan for adoption by DHCD in 2024. To date a steering committee has been formed and the MVPC will be reaching out to the committee to identify priority populations for targeted outreach. The city will work with the MVPC through 2023 to develop strategies to increase housing production in Methuen. The city is currently in the process of updating its 2007 Master Plan through a Housing Choice grant. The city is working with consultant JM Goldson. To date the City created a steering committee and held multiple meetings, led a community tour, interviewed key stakeholders, leading up to a city-wide community forum. An initial vision and goal statement will be presented to the Community Development Board and City Council in April 2023.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- d. A new base zoning district or districts

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The Methuen Center Smart Growth Overlay District (40R) may be a 3A compliant district. This district allows multi-family as of right and allows for a density of 30 units per acre. The district is 65.02 acres in size and is bisected by Route 28 that is serviced by the Merrimack Valley Regional Transit Authority bus system. The district does require that 25% of any rental units be set aside as affordable units however this falls under the exemption for 40R District created prior to the adoption of 3A.

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**File** <https://massgov.formstack.com/admin/download/file/14092099013>

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- District boundaries
- Dimensional regulations
- Parking requirements
- Other: Allow for increased density? Affordability requirements adjusted?

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**Explanation:**

In the existing Methuen Smart Growth Overlay District, the affordable requirements may need to be adjusted to meet the requirements of 3A. The district may need to be expanded to meet both the minimum land area and the minimum multi-family unit capacity requirements. The density could be increased above the current 30 units per acre.

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The existing MA and MB zoning districts currently require a special permit to build multi-family homes. The requirements of these districts could be adjusted to allow multi-family as of right at a higher density in locations that are adjacent to a MVRTA bus route. The Merrimack Street business/residential corridor may be also good location for a new multi-family zoning district as highlighted in the Housing Production Plan.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The city's existing 40R zone requires consistent design and scale of buildings to match existing buildings. It is important to be able to provide a mix of housing and retail with greater density. Walkability with safe and consistent sidewalks and ADA compatibility is important. Access to the public bus route is critical.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Initial analysis and compliance model results, P

Feb 01, 2023

Apr 30, 2023

**Short Answer**

Focus groups, interviews, charrette

Apr 01, 2023

Jul 31, 2023

**Short Answer**

Revise parameters and analyze compliance model results

Jul 01, 2023

Jul 31, 2023

**Short Answer**

Presentations of proposed districts to city council and land use boards

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Aug 01, 2023

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Sep 30, 2023

**Short Answer**

Drafting of new/revised zoning ordinances

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Sep 01, 2023

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Feb 28, 2024

**Short Answer**

Presentations of new/revised zoning ordinance to City Council and applicable land use boards and applicable votes

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Mar 01, 2024

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Jul 31, 2024

**Short Answer**

Submit District Compliance application to DHCD

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Sep 30, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Middleborough

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 1471

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Middleborough/Lakeville Station is operational until the Middleborough Train Station becomes operation at the end of 2023.

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Leeann Bradley

**1.7a. Title** Planning Director

**1.7b. Email Address** BradleyL@middleboroughma.gov



<b>1.7c. Phone Number</b>	(508) 946-2425
<b>1.8 Please provide the name of the municipal CEO</b>	James McGrail
<b>1.8b Mailing address of municipal CEO</b>	Middleborough Town Hall 10 Nickerson Avenue Middleborough, MA 02346
<b>1.8c Email address of municipal CEO</b>	jmcgrail@middleboroughma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	SRPEDD Planning Board Town Manager Select Board

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>2001 Master Plan:</p> <ul style="list-style-type: none"> <li>-Identifying policies and strategies to provide balance of local housing opportunities for all residents of Middleborough.</li> <li>-Evaluating the town's needs for affordable &amp; senior housing, assisted living, in-law apartments and other housing units.</li> <li>-Evaluating town-initiated development or rehabilitation projects to ensure they provide housing that fulfills the town's objectives.</li> </ul> <p>2016 Housing Production Plan</p> <ul style="list-style-type: none"> <li>-Focus on housing development in Middleborough Center.</li> <li>-Adopting a 40R Smart Growth Overlay District (40R adopted in October of 2021)</li> </ul> <p>2023 current Standardized Housing Inventory (SHI) is 10.6%.</p>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	HPP is currently being updated. A 296 unit 40B and 252 unit 40R are currently proposed.

### Section 3: Preliminary Zoning Strategies

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3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines

3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.

District boundaries

Explanation:

We participated in MHP's Early Action Technical Assistance Program during the fall of 2022. The technical memo states that Middleborough could explore expanding their 40R district to accommodate the remaining unit capacity necessary to achieve compliance with Section 3A. Detailed recommendations are in the attached document.

File

<https://massgov.formstack.com/admin/download/file/14733046070>

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

Open space preservation, protection of natural resources, walkability, street retail, accessibility and municipal services.

### Section 4: Action Plan Timeline

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Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

Description Area

Task

Description Area

Start

Description Area

Finish

Short Answer

Review Technical memo and update the Compliance Model

Jul 01, 2023

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Aug 31, 2023

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**Short Answer**

Explore suitable areas and eligible properties for expansion of the 40R District

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Sep 01, 2023

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Dec 31, 2023

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**Short Answer**

Implement potential 40R expansion into the Compliance Model and review results with the Planning and Select Boards

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Jan 01, 2024

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Feb 28, 2024

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**Short Answer**

Submit the updated Compliance Model for Pre-Adoption Review by EOHLC

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Mar 01, 2024

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Apr 15, 2024

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**Short Answer**

Conduct public outreach on Section 3A and potential 40R expansion

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Apr 16, 2024

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Sep 30, 2024

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**Short Answer**

Adopt zoning revisions to 40R at Fall Town Meeting

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Oct 01, 2024

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Oct 15, 2024

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**Short Answer**

Submit zoning revisions for district compliance

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Oct 16, 2024

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Dec 31, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The Town of Middleborough Select Board voted unwilling acceptance regarding submission of this Action Plan to comply with MGL Ch. 40A, Section 3A MBTA Multi-Family Zoning.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Middleton

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** KATRINA O'LEARY

**1.7a. Title** TOWN PLANNER

**1.7b. Email Address** katrina.oleary@middletonma.gov

**1.7c. Phone Number** (978) 777-8917

**1.8 Please provide the name of the municipal CEO** ANDREW SHEEHAN

**1.8b Mailing address of municipal CEO** 195 NORTH MAIN STREET  
MIDDLETON, MA 01949

---

**1.8c Email address of municipal CEO** ANDREW.SHEEHAN@MIDDLETONMA.GOV

---

**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** THE TOWN PLANS TO HIRE A CONSULTANT TO ASSIST THE PLANNING BOARD IN THE DEVELOPMENT OF ZONING THAT COMPLIES WITH SECTION 3A ALONG WITH A COMPREHENSIVE REVIEW OF OUR EXISTING ZONING BYLAW TO REFLECT MASTER PLAN RECOMMENDATIONS.

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** THE TOWN ADOPTED A NEW MASTER PLAN IN 2018, A HOUSING PRODUCTION PLAN IN 2019, AND CREATED AN AFFORDABLE HOUSING TRUST IN 2022.

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**2.2. Is this municipality currently working on any other planning for housing?** Yes

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**2.2a. Please briefly describe the housing work underway.** THE PLANNING BOARD WAS WORKING ON THE CREATION OF A IZ ZONING BYLAW (DRAFT CREATED) BUT DECIDED TO HAVE THE HIRED CONSULTANT WORK ON THIS INITIATIVE ALONG WITH SECTION 3A COMPLIANCE DUE TO A DESIRED ROBUST CITIZEN ENGAGEMENT PROCESS.

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)** b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines  
d. A new base zoning district or districts

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.** Use schedule  
Dimensional regulations  
Parking requirements

---

**Explanation:** SEE ATTACHED

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

A HIRED CONSULTANT WILL ASSIST THE TOWN IN FINDING POTENTIAL LOCATIONS TO REZONE.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

THE TOWN IS CURRENTLY UNDER SEVERE WATER RESTRICTIONS UNDER ITS DEP WATER PERMIT, SO WATER IS LIMITED. WE WILL ALSO CONSIDER WALKABILITY, BIKE LANES, BUS SERVICE, MUNICIPAL SERVICES, SCHOOL ENROLLMENT IMPACTS, ETC. MBTA BUS SERVICE TO THE NORTH SHORE COMMUNITY COLLEGE IN DANVERS IS DESIRED.

## Section 4: Action Plan Timeline

### Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

### Description Area

Task

### Description Area

Start

### Description Area

Finish

### Short Answer

PUBLIC OUTREACH

Jul 01, 2023

Sep 01, 2023

### Short Answer

DEVELOP ZONING

Sep 01, 2023

Feb 01, 2024

### Short Answer

COMPLIANCE MODEL

Dec 01, 2023

Jan 01, 2024

**Short Answer**

PB PUBLIC HEARINGS

Feb 01, 2024

Apr 01, 2024

**Short Answer**

TOWN MEETING

May 01, 2024

May 01, 2024

**Short Answer**

DHCD COMPLIANCE APP

Sep 01, 2024

Sep 01, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Millbury

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Conor McCormack

**1.7a. Title** Director of Planning & Development

**1.7b. Email Address** cmccormack@millburyma.gov

**1.7c. Phone Number** (508) 865-4754

**1.8 Please provide the name of the municipal CEO** Sean Hendricks



**1.8b Mailing address of municipal CEO** 127 Elm Street  
Millbury, MA 01527

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**1.8c Email address of municipal CEO** shendricks@millburyma.gov

---

**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Conor McCormack, Director of Planning & Development  
Paul Stringham, Building Inspector/Zoning Enforcement Officer  
Richard Gosselin, Planning Board Chair  
Ken Perro, Board of Appeals Chair  
Christopher Naff, Millbury Board of Selectmen  
Central Mass. Regional Planning Commission Staff  
Private Consultant, if needed

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** Town of Millbury Comprehensive Master Plan Completed in 2019. Goals resulting from the Master Plan include promotion of Accessory Dwelling Units and Open Space Communities, activate the Affordable Housing Trust Fund, pass the Community Preservation Act to support affordable housing development, and create a Housing Production Plan.

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**2.2. Is this municipality currently working on any other planning for housing?** Yes

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**2.2a. Please briefly describe the housing work underway.** The town is in the initial planning stages of pursuing a Housing Production Plan.

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## Section 3: Preliminary Zoning Strategies

---

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)** b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines

---

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.** Parking requirements

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**Explanation:**

Multi-family developments are currently allowed by special permit in the Business-I zoning district. This district encompasses most of our downtown, meets the definition for location of the MBTA district for an adjacent community without an MBTA station, and should meet the 50 acre minimum area requirement, though confirmation using the compliance model and CMRPC GIS services is pending. The town should be able to comply with the MBTA Zoning requirements by changing multi-family developments to by-right in the Business-I district. Compliance may also require amendments the parking requirements for the district for multi-family developments to allow for a density of 15 units per acre.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Preservation of open space; walkability of our downtown/Business-I district; preservation of local businesses and community feel in our downtown; on & off-street parking in the MBTA district and surrounding area; traffic congestion in our downtown; impact to municipal services.

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Jan 01, 2023

Dec 31, 2024

**Short Answer**

Developing Zoning

Jan 01, 2023

Jun 30, 2023

**Short Answer**

pplying DHCD's compliance model to test for density and unit capacity

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Jan 01, 2023

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May 01, 2023

**Short Answer**

Holding planning board hearings

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May 01, 2023

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Jul 31, 2023

**Short Answer**

Holding legislative sessions and adopt compliant zoning

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Sep 01, 2023

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Dec 31, 2023

**Short Answer**

Submit District Compliance application to DHCD

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Jan 01, 2024

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Apr 30, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Millis

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Robert Weiss

**1.7a. Title** Economic Development & Planning Director/Energy Manager

**1.7b. Email Address** rweiss@millisma.gov

**1.7c. Phone Number** (508) 906-3742

**1.8 Please provide the name of the municipal CEO** Michael Guzinski

<b>1.8b Mailing address of municipal CEO</b>	Veterans Memorial Building 900 Main Street Millis, MA 02054
<b>1.8c Email address of municipal CEO</b>	mguzinski@millisma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Robert Weiss, Economic Dev't & Planning Director; Karen Bouret DeMarzo, Asst. Town Administrator; Erin T. Underhill, Select Board Chair; Nicole Riley, Economic Development Committee Chair; Jodie Garzon, 3A MBTA Advisory Board Chair; Metropolitan Area Planning Council (MAPC), John Cruz, Sr. Housing & Land Use Planner; 9-member 3A MBTA Advisory Committee made up of Millis residents and businesses.

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Millis completed its Housing Production Plan in December, 2019. The Town became a Housing Choice Community in April, 2021. However, the Town has not adopted many specific housing goals or policies. The Urban Land Institute's 2021 Technical Assistance Report and the Town's 2000 Master Plan both refer to diversifying the housing stock and increasing housing density in the Town Center. The HPP sets similar goals and mentions increasing multi-family housing.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	e. Other zoning strategy
<b>3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.</b>	Millis will most likely create at least one overlay district in its Town Center. Much of the Town's vacant land is considered undevelopable because of the area's hydrology, including well protection areas, a preponderance of wetlands, and ground water protection areas. If a second district is necessary for compliance, then the Town will probably use a second overlay district. There is no documentation to support the strategy as we have just begun 3A discussions in committee and with our consultants.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

All the categories mentioned below, plus public transportation and education. Millis is a classic bedroom community and its tax base is ~ 94% residential. Therefore, taking advantage of denser housing through 3A is important for our economic development. Millis has no public transportation, so a denser neighborhood could help the Town reach a critical mass of population to create a transit stop. Millis recently expanded its elementary school, one of the better schools in the state, and could take advantage of an increase in families from 3A.

**Section 4: Action Plan Timeline**

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach (3 forums +)
	Oct 01, 2022
	May 01, 2023
<b>Short Answer</b>	Zoning Analysis/Development
	Aug 01, 2022
	Aug 31, 2023
<b>Short Answer</b>	Density/capacity model testing
	Mar 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Planning Board Hearing
	May 01, 2023

Aug 31, 2023

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**Short Answer**

Legislative Sessions/adoption

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Sep 01, 2023

---

Jun 30, 2024

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**Short Answer**

Submit Compliance app to DHCD

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Nov 30, 2023

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Jul 01, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Milton

**1.2. Community Category** Rapid transit community

**1.3. Multifamily Unit Capacity Requirement** 2461

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** Yes

**1.4a. Please list MBTA rapid transit stations that are located within this municipality's boundaries** Milton, Central Avenue, Valley Road, Capen Street (all Mattapan Trolley line)

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".



**1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.** Mattapan (Mattapan Trolley line), Fairmount (Fairmount commuter rail line)

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**1.7. Please provide the name of the person filling out this form** Tim Czerwienski

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**1.7a. Title** Director of Planning and Community Development

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**1.7b. Email Address** tczerwienski@townofmilton.org

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**1.7c. Phone Number** (617) 898-4847

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**1.8 Please provide the name of the municipal CEO** Nicholas Milano

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**1.8b Mailing address of municipal CEO** 525 Canton Avenue  
Milton, MA 02186

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**1.8c Email address of municipal CEO** nmilano@townofmilton.org

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Planning Department staff (including director and assistant town planner), Planning Board members, private consultants (to be procured in early 2023)

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

---

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Milton's 2020 DHCD-approved Housing Production Plan lists adoption of mixed-use zoning, inclusionary zoning, and a streamlined permitting process for affordable housing as strategies, all of which could be implemented in part via MBTA Communities zoning.

In recent years, Milton has made some progress on achieving the goals of the Housing Production Plan, including:

- The Town adopted the Community Preservation Act to create a steady stream of funding for affordable housing
- Since 2010, the Town adopted several Planned Unit Development rezonings that have produced or permitted nearly 150 multifamily or townhouse units
- In 2020, the Town adopted a mixed-use overlay zone for the Milton Village business district
- Since 2021, the Town has approved six comprehensive permits, for a total of 380 multifamily units. A seventh 40-unit project is slated for approval in early 2023.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

The Town recently adopted mixed-use zoning in the Milton Village business district (adjacent to Milton Station), for which we are anticipating multiple special permit applications in 2023. The Town is in the process of procuring consultant services to draft similar zoning in the East Milton Business district

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district  
d. A new base zoning district or districts

---

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The bulk of Milton's proposed district will be located roughly along the Eliot Street corridor, which parallels the Mattapan Trolley tracks, and its side streets. The district will likely include portions of West Milton along Blue Hills Parkway, Blue Hill Avenue, and Brush Hill Road within the Mattapan Station catchment area.

Milton is able to locate up to 50 percent of its district outside of the half-mile transit station radius. A potential location includes two parcels totaling 12 acres on Granite Avenue near the Interstate 93 exit (including the state DPW yard and park-and-ride facility, which was identified as a potential housing location in our Housing Production Plan).

The Town has done minimal public outreach and planning regarding these locations, so they could potentially change as we analyze them with the help of consultants and residents.

---

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The bulk of Milton's proposed district will be located roughly along the Eliot Street corridor, which parallels the Mattapan Trolley tracks, and its side streets. The district will likely include portions of West Milton along Blue Hills Parkway, Blue Hill Avenue, and Brush Hill Road within the Mattapan Station catchment area.

Milton is able to locate up to 50 percent of its district outside of the half-mile transit station radius. A potential location includes two parcels totaling 12 acres on Granite Avenue near the Interstate 93 exit (including the state DPW yard and park-and-ride facility, which was identified as a potential housing location in our Housing Production Plan).

The Town has done minimal public outreach and planning regarding these locations, so they could potentially change as we analyze them with the help of consultants and residents.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Non-housing priorities include:

- Mixed-use development: Portions of our potential district are in existing business districts, and other portions are in areas of town that have few commercial amenities
- Affordability
- Pedestrian and bicycle connections to transit
- Transportation connections in portions of the district not in the transit area (bus shelters, bike lanes, public realm improvements)
- Street tree canopy
- Impact of rezoning on municipal services, including police, fire, schools, and infrastructure
- Preservation of existing open space and creation of new open space in the district
- The Town has concerns about the capacity of the Mattapan trolley and its ability to absorb new riders and achieve the goal of taking cars off the road. The Town is also concerned about the Commonwealth's commitment to implementing the Mattapan Trolley Transformation Project. Those improvements will be crucial to ensuring the trolley is able to support the potential new density that a 3A district will create.

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Procure consultant services
	Dec 08, 2022
	Feb 14, 2023
<b>Short Answer</b>	Public outreach (ongoing throughout process)
	Jan 01, 2023

Dec 31, 2023

**Short Answer**

Developing Zoning

Mar 01, 2023

Sep 01, 2023

**Short Answer**

Apply Compliance Model (ongoing through Developing Zoning process)

Mar 01, 2023

Aug 01, 2023

**Short Answer**

Planning Board Hearing

Oct 12, 2023

Oct 26, 2023

**Short Answer**

Special Town Meeting to Adopt Zoning

Dec 04, 2023

Dec 05, 2023

# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Nahant
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<b>1.2. Community Category</b>	Adjacent small town
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<b>1.3. Multifamily Unit Capacity Requirement</b>	84
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
--	----

<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
--	----

<b>1.7. Please provide the name of the person filling out this form</b>	Antonio Barletta
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<b>1.7a. Title</b>	Town Administrator
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<b>1.7b. Email Address</b>	abarletta@nahant.com
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<b>1.7c. Phone Number</b>	(781) 581-0088
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<b>1.8 Please provide the name of the municipal CEO</b>	Antonio Barletta
---	------------------

<b>1.8b Mailing address of municipal CEO</b>	334 Nahant Road Nahant, MA 01908
<b>1.8c Email address of municipal CEO</b>	abarletta@nahant.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The Town is working with MAPC to help with this process. We also created a subcommittee of the Board of Selectmen with one member of the Board of Selectmen, one member of the Planning Board, one member of the Zoning Board of Appeals, one member of the Housing Authority, one member of the School Committee, one member of the Community Preservation Committee and three residents appointed by the Town Administrator.

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	No
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	We are working with MAPC to develop a Housing Production Plan

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	c. A new 40R or other overlay zoning district
<b>3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).</b>	Districts and locations will be identified during the community engagement process
<b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b>	Municipal Services

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## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Oct 01, 2022
	Jun 30, 2023
<b>Short Answer</b>	Zoning Analysis and Development
	Oct 01, 2022
	Jul 31, 2023
<b>Short Answer</b>	Density and capacity model testing
	Mar 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Joint hearing between Planning and Select Boards
	Sep 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Town Meeting (legislative session/adoption)
	May 01, 2024
	Jun 30, 2024
<b>Short Answer</b>	Submit Compliant Zoning to DHCD
	Jun 01, 2024
	Aug 31, 2024



# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Natick
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	2352
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Natick Center Station, West Natick Station
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Amanda Loomis
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<b>1.7a. Title</b>	Director of Community and Economic Development
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<b>1.7b. Email Address</b>	aloomis@natickma.org
----------------------------	----------------------

<b>1.7c. Phone Number</b>	(508) 647-6450
<b>1.8 Please provide the name of the municipal CEO</b>	James Errickson
<b>1.8b Mailing address of municipal CEO</b>	13 East Central Street Natick, MA 01760
<b>1.8c Email address of municipal CEO</b>	jerrickson@natickma.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Municipal staff (Community Economic Development (CED), Town Administrator, DPW, Fire, Police), Planning Board, Select Board, Economic Development Committee, Natick Center Associates, Zoning Board of Appeals (ZBA), and Conservation Commission

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Natick 2030+ (Master Plan, February 2019) outlines its goals and objectives for the creation of housing, which include but are not limited to providing housing affordable to the full range of price points, providing a mix of housing, supporting seniors who wish to remain in their homes, support the continued existence and increase of naturally occurring housing that is affordable, and support and create housing options for special need populations.  Housing Production Plan (March 2021)
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Creation of a Strategic plan for the Natick Affordable Housing Trust; Golden Triangle Land Use and Infrastructure report (effort is built upon the 2021/2022 One Stop Funding of \$50,000)

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>a. An existing zoning district or districts that might already comply with the Section 3A Guidelines</li> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> <li>d. A new base zoning district or districts</li> </ul>
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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Natick has a Smart Growth Overlay, located at 82 North Main Street, which is approximately 1/3 of a mile from the Natick Center Station. The existing Smart Growth Overlay District, has approximately 138 units, of which at least 28 shall be deemed Affordable Housing. This development abuts the Cochituate Rail Trail (CRT), providing walking and biking opportunities to both Natick Center and the Golden Triangle.

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Use schedule  
Other: Comprehensive review of the existing district

**Explanation:**

Natick has a Downtown Mixed-use (DM) Zoning District that includes Natick Center Station. The DM District currently allows for multi-family and mixed-use by special permit. For compliance with the MBTA communities, the existing DM Bylaw will need to be amended to allow such uses by right.

In updating the DM Zoning District, it would be beneficial for Natick to review the dimensional regulations, parking, and amenities.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Town of Natick is currently a 40R community, within proximity of the existing Smart Growth Overlay District there is opportunity to expand. The existing Smart Growth Overlay District is located to the north of the Natick Center Station at 82 North Main Street. There may be an opportunity to expand the boundary or create additional areas into the Smart Growth Overlay District. For example, to the north, directly abutting the Smart Growth Overlay District are two multi-family properties located at 80 and 84 North Main Street. Both properties are currently owned by the owner of 82 North Main Street.

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Natick Center Gateway

Over the past year, the Town has been developing a new zoning district known as the Center Gateway (CG) Zoning District. The CG is approximately 1/3 mile from the Natick Center Station and is approximately 4.75 acres.

The CG is intended to serve as a transition from the Downtown Mixed-use (DM) Zoning District to abutting zoning districts. Both multi-family and mixed-use with residential will be allowed by right.

The CG Zoning District is intended to be reviewed at the Spring 2023 Town Meeting.

West Natick

The West Natick Station area is currently under review for the development of a land use analysis by RKG Associates (funded by a State line item), which will run from the Framingham/Natick municipal line to Mill Street or Speen Street. The information from the analysis is intended to provide Community & Economic Development (CED) with better knowledge of the capacity and best uses for this area.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Natick's goals for non-residential characteristics include, but are not limited to:

- Retain existing commercial and industrial uses to allow for job creation and retention, which would allow people to walk, bike, or use public transportation
- Support a mixed-use neighborhood to create a walk-and-bike, public transit option for transportation before using a personal vehicle
- Support the opportunity for businesses to grow in Natick
- Create opportunity for a diversity of uses that support each other, in addition to surrounding residential
- Create walkable and bike-able streets that support both commuters and recreational user
- Enhance the streetscape by the increase in trees and landscaping

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## **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.

Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Center Gateway (CG) Zoning District: Rezone approximately 4.75 acres within 1/3 miles of the Natick Center Station. The timeline includes public outreach, drafting of the Center Gateway Zoning Bylaw and amendments to the Zoning Map, the public hearing process held by the Planning Board, the Town Meeting process, and submittal to the Attorney General's Office for review and approval.

Aug 01, 2022

Jun 30, 2023

**Short Answer**

West Natick Land Use Analysis - partner with RKG Associates to develop a land use analysis for Route 135 (West Central Street) from the Framingham/Natick municipal line part of Mill Street. The timeline includes public outreach and stakeholder meetings, public meetings of the Planning Board and Select Board, and the development of the final product for review and approval.

Jan 01, 2023

Jun 30, 2023

**Short Answer**

West Natick Zoning Bylaw and Map - Utilize the West Natick Land Use Analysis to develop draft zoning that complies with the MBTA Communities requirements. The timeline includes public outreach, drafting of the Center Gateway Zoning Bylaw and amendments to the Zoning Map, public hearing process held by the Planning Board, a Town Meeting process, and submittal to the Attorney General's Office for review and approval.

Jul 01, 2023

Jun 30, 2024

**Short Answer**

Inclusionary Housing Bylaw Review - Comprehensive Review of the existing Inclusionary Housing Bylaw, which may require a phased approach since there are several different planning efforts associated with compliance of the MBTA Communities, which will require an affordable component. The timeline includes review and revisions to the Inclusionary Housing Bylaw, public hearings held by the Planning Board, Town Meeting process, and submittal of the bylaw to the Attorney General's Office for review and approval.

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Sep 01, 2022

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Dec 30, 2023

**Short Answer**

Downtown Mixed-use - Comprehensive review and update of the existing DM Zoning District. The timeline includes public outreach, drafting of the Center Gateway Zoning Bylaw and amendments to the Zoning Map, public hearing process held by the Planning Board, a Town Meeting process, and submittal to the Attorney General's Office for review and approval.

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Jul 01, 2023

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Jun 30, 2024

**Short Answer**

Smart Growth Overlay District - Review potential areas of Natick within the areas of the two commuter rail stations for possible locations for expansion of the Smart Growth Overlay District. The timeline includes a review of land with a 1/2 mile of each commuter rail station, public outreach and stakeholder meetings, drafting Zoning Bylaw and Zoning Map amendments, public hearing process held by the Planning Board, a Town Meeting process, and submittal to the Attorney General's Office for review and approval.

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Jul 01, 2023

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Dec 31, 2024

**Short Answer**

Residential Cluster Housing - Comprehensive review and re-write of the existing residential cluster bylaw and associated sections. The timeline includes drafting a new cluster housing bylaw and associated Zoning Bylaw amendments, public hearing with the Planning Board, Town Meeting process, and submittal to the Attorney General's Office for review and approval.

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Jan 01, 2023

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Dec 31, 2023

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Needham

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 1784

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** MBTA Station at Needham Center, MBTA Station at Needham Heights, MBTA Station at Needham Junction, and MBTA Station at Hersey.

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Lee Newman

**1.7a. Title** Director of Planning and Community Development

**1.7b. Email Address** lnewman@needhamma.gov

**1.7c. Phone Number** (781) 455-7550 ext. 270

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**1.8 Please provide the name of the municipal CEO** Kate Fitzpatrick

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**1.8b Mailing address of municipal CEO** Needham Town Hall  
1471 Highland Avenue  
Needham, MA 02492

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**1.8c Email address of municipal CEO** kfitzpatrick@needhamma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** On the municipal staff side key members participating are: Kate Fitzpatrick, Town Manager, Katie King, Assistant Town Manager, Lee Newman, Director of Planning and Community Development, and Karen Sunnarborg, Housing Specialist.

On the Town Board side both the Planning Board and Select Board will be actively involved. Participating from the Planning Board are: Adam Block, Jeanne McKnight, Paul Alpert, Artie Crocker, and Natasha Espada. Participating from the Select Board are: Marianne Cooley, Nelson Marcus, Matthew Borrelli, Kevin Klein and Heidi Frail.

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

In October 2022, the Needham Planning Board appointed a working group of representatives of local boards and committees as well as three citizens at large to prepare a Housing Plan. The Plan was completed in December 2023. Since the last housing plan was approved in 2007, the Town had made considerable progress in producing affordable housing by adding 894 new units to its Subsidized Housing Inventory (SHI) and surpassing the state affordability goal of 10%. Despite reaching the 10% threshold, the Town recognized that significant unmet housing needs remained in the community, particularly in the context of unprecedented housing prices.

In addition to progress in producing affordable housing, the Town also adopted a number of zoning bylaws to better promote affordable housing and smart growth development. Notable among these changes was the introduction of Overlay Districts in several commercial areas of town including Needham Center, the Lower Chestnut and Garden Street areas, and Mixed Use Overlay District (MUOD) in the Highland Avenue/Route 128 area. Needham also established an Elder Services District off of Gould Street to serve the community's increasingly aging population. Most of these Districts require the integration of affordable housing equivalent to one unit for properties of less than ten units and 10% of all units for those with ten or more units. The more recent MUOD, Highland Avenue/128 District, and Neighborhood Business District/128 zoning increased the affordability requirement to 12.5% of all units.

The focus of the recently-completed Housing Plan was to analyze updated information on demographic, economic and housing conditions, identify priority needs, and recommend actions to address these needs, also integrating substantial opportunities for community input. The Housing Plan includes 17 major actions and 8 additional recommendations for further study to better promote housing affordability and diversity in the community. Chief among these proposed strategies is compliance with MBTA Communities Guidelines under Section 3A of the Zoning Act as well as other zoning-related recommendations such as better promoting Accessory Dwelling Units (ADUs), adopting Town-wide inclusionary zoning, and better controlling teardown activity for example. Other key recommendations included support for the Needham Housing Authority's Preservation and Redevelopment Initiative (PRI) to upgrade its aging and antiquated properties with the prospect of expanding the number of units as well. Additionally, the Plan recommended actions to better integrate greater energy efficiencies in housing and build local and regional support and collaboration for housing production and preservation initiatives.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

In addition to making ongoing progress in complying with state MBTA Communities Guidelines under Section 3A, the Town is already involved in the implementation of a few of the proposed strategies included in the Housing Plan including amendments to the Accessory Dwelling Unit bylaw. Presently, the Planning Board is preparing an amended Accessory Dwelling Unit (ADU) bylaw, to eliminate the requirement of occupancy by family members and caregivers and enable owners to obtain additional income, among other benefits, which is particularly helpful to older owners on fixed incomes. Approval of ADUs within single-family units will be changed from special permit to by-right, however, some units in detached structures may be allowed under special permit. The Planning Board plans to have the new zoning in place for the Annual Town Meeting in 2023.

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### **Section 3: Preliminary Zoning Strategies**

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

As calculated by DHCD, at least 90% of Needham's zoning districts must be located within ½ mile of transit based on its total developable area of 1,223 acres near transit stations. This translates into Needham's multi-family zoning districts including at least 108 acres at a density of at least 15 units/acre, which would allow for 1,606 units within ½ mile of a commuter rail station. The additional 178 units that Needham must zone for (minimum multi-family unit capacity of 1,784 units minus 1,606) could be in areas outside of the ½ mile limit.

Needham has one zoning district that permits multi-family housing as-of-right within ½ mile of transit at the minimum DHCD required density standard of 15 units per acre; that is the A-1 Apartment zoning district where the multi-family density standard is set at 18 units per acre. The major dimensional requirements of Apartment A-1 zones include:

- ? Minimum lot area of 20,000 square feet.
- ? Minimum frontage of 120 feet.
- ? Maximum dwelling units per acre of 18 units.
- ? Maximum floor area ratio (FAR) of 0.5, meaning on a 20,000 square foot lot the maximum square footage that can be built is 10,000 square feet.
- ? Minimum setback (front/side/rear) of 20/20/20 feet.
- ? Maximum height of 3 stories or 40 feet.

Needham has three A-1 Apartment districts, namely, Rosemary Lake Apartments and Rosemary Ridge Condominiums (14 acres), the Highlands (4 acres) and Hamilton Highlands (4 acres) within ½ mile of transit for a total of 22 acres. Two of these districts if left as independent entities would fall below the 5-acre minimum land area requirement found in the DHCD regulations and would need to be adjusted. The multi-family build-out density for the 22 acres located in the A-1 Apartment district totals 396 dwelling units. A map showing the ½ mile radius distance around each of Needham's commuter rail stations and the zoning districts located within those radii (including the A-1 District) is attached.

As noted above, DHCD guidelines also allow portions of the multi-family district to be located further away from transit, "provided that such areas are easily accessible to the transit station based on existing street patterns and pedestrian connections". Within this category is the A-1 Apartment district located at 31 Hamlin Lane, where the as-of-right multi-family density standard is set at 18 units per acre. This district comprises the Hamlin Condominium development which contains 6 acres of land with an associated multi-family build-out of 108 units.

In summary, 28 acres of land are currently zoned within the A-1 District with an as-of-right multi-family density standard of 18 units per acre for a total of 504 units leaving an unmet requirement of 1,380 units (minimum multi-family unit capacity of 1,784 units minus 504).

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- District boundaries
  - Use schedule
  - Dimensional regulations
  - Parking requirements
-

## Explanation:

The Needham Housing Plan completed in December of 2022 detailed a group of recommended zoning strategies to achieve compliance with the MBTA Communities Act under Section 3A. It is these recommended strategies as detailed in the Housing Plan which the Town will be pursuing. These recommendations involve rezoning some areas currently zoned for single-family or 2-family residence to Apartment A-1, changing zoning to A-1 provisions in business areas that already allow multi-family housing as well as introducing this use in some business and industrial districts that do not currently permit multi-family residential uses. The major dimensional requirements of Apartment A-1 zones include:

- ? Minimum lot area of 20,000 square feet.
- ? Minimum frontage of 120 feet.
- ? Maximum dwelling units per acre of 18 units.
- ? Maximum floor area ratio (FAR) of 0.5, meaning on a 20,000 square foot lot the maximum square footage that can be built is 10,000 square feet.
- ? Minimum setback (front/side/rear) of 20/20/20 feet.
- ? Maximum height of 3 stories or 40 feet.

The recommendations for rezoning are focused largely in the areas along the Highland Avenue to Chestnut Street corridor that are not only near transit but also where higher density development already exists.

Recommendations for specific zoning by-law changes under consideration are listed below. Further study will be required to confirm that the final dimensional limits controlling district density will be able to deliver the gross density (units/acre) required by 3A Guidelines. (Please see attached file which contains annotated zoning maps from the Town's Housing Plan for further review of the proposed zoning changes):

Needham Heights District (Group 1):

Implement Apartment A-1 zoning in certain areas now zoned SRB, or GR, including locations of non-conforming existing multi-family (MF) uses.

Apartment A-1 – rezone parcels within ½ mile of Needham Heights station, now zoned SRB:

- 1a. From Hamilton Highlands (Apartment A-1) along Highland Avenue south to Hunnewell Street;
- 1b. Avery Park Condominium and farther south along Highland Avenue to Hunnewell Street and including the Methodist Church at Hunnewell and Highland;
- 1c. Extend existing Apartment A-1 zoning across Hillside Avenue and along the northerly side of Rosemary Street adjacent to the Industrial District and up to the MBTA right-of-way (see item 1g. below) and beyond the ROW to Highland Avenue to include Needham Library (see item 1g. below and Christ Episcopal Church ( see item 1J. and 6b. below);

Apartment A-1 – rezone parcels within ½ mile of Needham Heights station, now zoned GR:

1d. Convert Hillside School and the rear portions of 5 lots of the Industrial district on Crescent Road that abut the Hillside School to Apartment A-1;

1e. Convert Brookline Rug parcel to Apartment A-1, but the current use may remain as a prior non-conforming use. It has connection to both Hunnewell and Crescent Road and can be part of a consolidated MF district with the rest of new Apartment A-1 and the Industrial District that is to be rezoned to allow MF by-right as a use (see item 1f. below);

Amend current Industrial Districts within ½ mile of Needham Heights transit station to allow MF as an additional allowed use with Apartment A-1 dimensional limits with a minimum 10,000 sf lot size.

1f. Add Multi-family housing, at A-1 dimensions, to the uses allowed by right in the Industrial District along Crescent Road;

1g. Add Multi-family housing, at A-1 dimensions, to the uses allowed by right in the Industrial District between Hillside Avenue and the MBTA right-of-way and between West and Rosemary Streets;

Amend current Hillside Avenue Business District within ½ mile of transit station to allow MF by-right and use Apartment A-1 dimensional limits with a minimum 10,000 sf lot size. Allow mixed-use option by Special Permit.

1h. Hillside Avenue Business from both sides of the Hunnewell intersection south to the south side of West Street;

Amend current Avery Square Business District within 1/2 mile of transit station. Adjust/increase current height and story limits where noted. Changes to limits are to be appropriate to their immediate context within their district.

1i. Avery Square Business – increase height from 35 ft. to 38 ft. for mixed-use MF allowed by special permit;

Expand General Residence over SRB area along the Highland Avenue corridor to allow 2-family and SF conversions to 2-family.

1j. Both sides of Highland Avenue from Rosemary Street to Avery Square Business District (but see item 1c. above and 6B. below related to rezoning Christ Church to Apartment A-1).

Needham Center District (Group 2):

Amend and extend current Business District within ½ mile of transit to allow MF by-right and use Apartment A-1 dimensional limits with a minimum 10,000 sf lot size. Allow, by special permit, mixed-use MF to 48 ft. & 4

stories with 4th floor setback.

2a. Extend Business District north to Rosemary Street to include portion of Sudbury Farms parcel now zoned SRB;

2b. Business District along Highland Avenue from May Street north to Rosemary Street to include all of Sudbury Farms parcel;

Implement Apartment A-1 zoning in certain areas now zoned SRB, GR or Industrial or in locations of non-conforming existing multi-family (MF) uses.

Apartment A-1 – rezone parcels within ½ mile of Needham Center station, now zoned SRB:

2c. St. Joseph School strip along May Street;

2d. Stephen Palmer former school leased by Town for multi-family housing;

2f. YMCA site on Great Plain Avenue next to Greene's Field;

2g. 888 Great Plain Avenue (former nursery/garden center);

2h. Baptist and Christian Science Church parcels on Great Plain Avenue, near corner of Warren Street;

Apartment A-1 – rezone parcels within ½ mile of Needham Center station, now zoned GR:

2e. Lots on Pickering Place together with a portion of St. Joseph School parcel;

2i. Consolidate a portion of the Denmark Lane MF housing south of the Needham Center Overlay District, currently zoned GR, and combine it with the small Industrial district along the MBTA right-of-way proposed for rezoning to

Apartment A-1 that is also part of the Denmark Lane MF project area (see item 2j. below);

Apartment A-1 – rezone parcels within ½ mile of Needham Center station, now zoned Industrial:

2j. Convert the small Industrial district along the MBTA right-of-way to be combined with the front portion of the parcel being rezoned from GR (see item 2i. above) that is also part of the Denmark Lane housing project area.

Amend current Center Business and Overlay District B and Garden Street Overlay District within ½ mile of transit. Adjust/increase current height and story limits where noted. Changes to limits are to be appropriate to their immediate context within their district.

2k. Increase height limits in Needham Center Overlay District B for mixed-use MF to 48 ft. & 4 stories with 4th floor setback. No stand-alone MF is allowed in the district;

2m. Rezone Garden Street Overlay District by changing stand-alone MF to

be allowed by right, rather than special permit, using the existing dimensional limits.

Needham Junction District Group 3):

Amend current Chestnut Street Business District and Lower Chestnut Street Overlay District within ½ mile of transit to allow stand-alone MF by-right, and mixed-use with MF by special permit. Adjust/increase current height and story limits where noted. Changes to limits are to be appropriate to their immediate context within their district.

3a. Chestnut Street Business and Lower Chestnut Street Overlay District changed to allow stand-alone MF using Apartment A-1 dimensional limits with a minimum 10,000 sf lot size, with 4-story/48 ft. limits allowed by special permit for mixed-use MF in the Lower Chestnut Street Overlay District;

3b. Extend Chestnut Street Business and Lower Chestnut Street Overlay Districts to include Skilled Nursing Facility (SNF) property on Lincoln Street;

Implement Apartment A-1 zoning in certain areas now zoned SRB, or Chestnut Street Business Districts or in locations of non-conforming existing non single-family (SF) uses. Use Apartment A-1 dimensional limits.

Apartment A-1 – rezone parcels within ½ mile of Needham Junction station, now zoned Chestnut Street Business, Lower Chestnut Street Overlay District and SRB:

3c. Rezone the Hartney Greymont site (now partly Chestnut Street Business/Lower Chestnut Street Overlay District and partly SRB) to be Apartment A-1 to allow MF without allowing mixed-use, with the current use allowed to remain as a prior non-conforming use.

Zoning changes will also reconsider parking ratios for mixed-use and multi-family projects within the overlay districts that are also within ½ mile of transit stations. These changes will be informed by the Parking Study that has been commissioned by the Select Board and is being conducted by Stantec as well as the parking study that is being conducted by the WestMetro HOME Consortium in cooperation with MAPC.

As Needham's site plan review process is currently based on major site plan review/special permit projects, the Town will further revisit these standards to determine appropriate changes given the relevancy of site plan review to projects that will be a result of Section 3A rezoning.





**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The non-housing goals important to the Town of Needham in the implementation of a 3A zoning district are detailed below. The Town's desired development outcome from implementation of a 3A district are as follows:

- A “complete” mixed-use neighborhood that is economically and socially sustainable— providing quality jobs, diverse housing opportunities, and a complementary mix of retail, dining, entertainment, and office uses.
- A public realm comprised of a safe and attractive system of streets, plazas, and park spaces that supports an active pedestrian environment and provides an attractive physical framework that seamlessly integrates a diverse array of existing and future buildings.
- An attractive, well-designed private realm that mixes new and old buildings in a compact pattern and scale of development that creates a well-defined, human-scale public environment and supports a dynamic mix of retail and complementary uses.
- A multi-pronged approach to sustainability that integrates land use, mobility, and design strategies to minimize environmental impact, reduce resource consumption, and prolong economic and social cohesiveness and viability, including policies that: promote compact mixed use development that creates more local jobs and housing within close walking distance; prioritize the creation of a retail district that will reduce residents’ need to travel to other communities to meet their shopping needs, thereby reducing greenhouse gas emissions for local trips; and encourage transit and alternate modes of travel that reduce miles traveled via personal vehicle for those traveling from areas outside the local area to visit shopping destinations. In addition, guidelines and development standards for the district that promote green development strategies for new buildings, “green streets” and low-impact development for public infrastructure, and the reuse of existing buildings that will reduce the consumption of energy.
- A balanced and complete circulation network that accommodates the internal and external transportation needs of the area by promoting walking, biking, and transit while continuing to serve automobile traffic.
- Quality pedestrian facilities and amenities that create a safe and aesthetically pleasing environment that encourages walking and accommodates increased pedestrian activity.
- A bicycle network with safe and efficient connections to major destinations within the district and throughout the Town of Needham.
- Efficient but managed vehicle access in the district.
- Enhanced efficiency and effectiveness of transit in the district.

- A well-managed parking supply that supports district businesses and stimulates economic growth, while not promoting excessive driving.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

**Short Answer**

Conduct Community Workshop #1 to present DHCD requirements and the Planning Board's initial proposal to the community. Obtain public feedback. Staff/consultant to apply an updated proposal through DHCD's compliance model. Staff/consultant to create initial build out projections, an initial fiscal impact analysis (will include school enrollment projections), and a potential traffic study.

Mar 01, 2023

Apr 30, 2023

**Short Answer**

Conduct Community Workshop #2 to present preliminary proposal/options, including the preliminary build-out projections and fiscal impact analysis. Obtain public feedback. Staff/consultant to run proposal through DHCD compliance model.

May 01, 2023

Jun 30, 2023

**Short Answer**

Staff/consultant to conduct build-out and fiscal impact analyses, including the drafting of zoning language.

Jul 01, 2023

Aug 31, 2023

**Short Answer**

Conduct Community Workshop #3 to present the final proposal and all analyses. Obtain public feedback.

Sep 01, 2023

Sep 30, 2023

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**Short Answer**

Send proposed zoning to DHCD for review (90-day review period), ideally before hearing needs to be noticed.

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Sep 01, 2023

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Oct 31, 2023

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**Short Answer**

Advertise zoning. Hold Planning Board hearings.

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Jan 01, 2024

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Feb 29, 2024

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**Short Answer**

Town Meeting Sessions to Adopt Zoning.

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May 01, 2024

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Oct 31, 2024

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**Short Answer**

Submit District Compliance Model.

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Nov 01, 2024

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Dec 31, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** New Bedford

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 6688

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Whale's Tooth Station - 532 Acushnet Ave, New Bedford, MA 02740  
Church Street Station - 387 Church St, New Bedford, MA 02745

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Michael McCarthy

**1.7a. Title** Assistant Director, Department of City Planning New Bedford

**1.7b. Email Address** michael.mccarthy@newbedford-ma.gov

<b>1.7c. Phone Number</b>	(508) 979-1488
<b>1.8 Please provide the name of the municipal CEO</b>	Jon Mitchell
<b>1.8b Mailing address of municipal CEO</b>	133 William Street New Bedford, MA 02740
<b>1.8c Email address of municipal CEO</b>	jon.mitchell@newbedford-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Jennifer Carloni - Director, Department of City Planning, City of New Bedford Michael McCarthy - Assistant Director, Department of City Planning , City of New Bedford Anne Louro - Assistant Director, Department of City Planning , City of New Bedford Grant King - Director of Comprehensive Planning and Housing, SRPEDD Phillip Hu - Principal Comprehensive Planner, SRPEDD New Bedford Planning Board

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The 2010 Citywide Master Plan articulates a number of goals and objectives related to housing, including:

- Adopting mill overlay districts to allow for redevelopment of existing mill buildings into houses, which was achieved.
- Modifying the residential zones' dimensional requirements to allow for by-right housing choices that fit neighborhood character and in-fill development, which is ongoing work in the form of forthcoming use table modernization and form-based zoning districts.
- Revising the site plan review regulations, which is ongoing as part of zoning reform efforts noted above.
- Continuing to meet the 10% affordable housing goal established in 40B, which New Bedford continues to do by working with developers to endorse projects that provide mixed-income housing options.
- Providing housing rehab loans for low/moderate-income households bring units up to code, which is continually supported CDBG and other funding sources managed by the Office of Housing and Community Development.
- Assessing locations where additional affordable housing is appropriate, which is continually done as part of neighborhood planning activities and assessments of city-owned land.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

The City of New Bedford is conducting a Citywide Comprehensive Plan to update 2010 Master Plan goals and set new community-based goals for the next decade. Concurrently, the Planning Department is finalizing Transit-Oriented Development Districts for the neighborhoods around the proposed rail platforms with assistance from SRPEDD. Additionally, the Office of Housing and Community Development is completing a housing policy framework to articulate the City's near- and long-term housing objectives.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district



**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Dimensional regulations  
Parking requirements

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**Explanation:**

As identified in the 2010 Master Plan and through the preliminary work being done for the new Comprehensive Plan, New Bedford is in need a modification of residential zoning requirements to address discrepancies between existing housing and what could be built today. Importantly, excessive minimum lot sizes and parking minimums would not allow for the density that exists in the multifamily residential districts throughout the city and around the rail platforms.

The Planning Department is exploring multiple approaches for addressing the incongruencies between the zoning ordinance and current needs for development, including the expansion of the boundaries for the proposed TOD districts and a modification of the dimension requirements for multifamily zoning districts citywide (RB, RC, and MUB) to bring them in line with density requirements for 3A and the needs of modern development. \*\*\*UPLOAD TOD DRAFTS\*\*\*

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

In addition to exploring zoning reforms that would allow for more density in multifamily districts citywide, the Planning Department is completing ordinance amendments for two TOD districts, which may address the requirements of 3A:

Clasky Common TOD District is adjacent to the Whale's Tooth Platform, the southern most MBTA station proposed. The district encompasses industrial zoned land east of Route 18 directly adjacent to the rail platform and parking area. On the west side of Route 18, the district includes the Purchase Street Commercial; the "Armory District" which includes large parcels targeted for redevelopment in and around the city's former armory; and blocks of dens multifamily "triple-decker" style housing in the Acushnet Heights neighborhood. As proposed, the district begins at the northern edge of downtown New Bedford and extends to Weld Square, just south of the I-195/Route 18 interchange.

The Kings Highway TOD District is in the north end of New Bedford around the Church Street Platform. It includes industrial-zoned land west of Church Street currently occupied by light industrial users, underutilized parcels, and vacant mill buildings. Across the rail line from the platform, the TOD district includes a large, mostly vacant shopping plaza (including a vacant movie theatre and supermarket) and adjacent undeveloped land. The northern portion of the district includes existing, heavily used commercial corridor along Kings Highway and Tarkiln Hill Road. The southern portion of the district captures more underutilized industrial-zone land south of the Church Street/Nash Road intersection, including the recently remediated, city-owned Payne Cutlery site, which consists of 4.6 acres of vacant land directly west of the recently designated MassDevelopment TDI District on Acushnet Avenue.

As designed now, both districts will operate a TOD overlays with accompanying zoning section. The overlay zoning increases the number of uses allowed in the districts to encompass mixed-used buildings, denser multifamily development, neighborhood amenities such as cafes, restaurants, and medical offices. It also allows for some light or advanced manufacturing, so long as it conforms with the specific use table and standards. The overlay also include more flexible dimensional requirements than the base zoning allows, including increase building heights, lower minimum setbacks, and lower minimum parking requirements.

Development projects utilizing the overlay must comply with the spirit of the Design Standards and Guidelines. Design Guidelines and Standards will be used by project review teams to evaluate complex projects for Special Permits and Site Plan Review. The Design Standards are measurable, required standards that are evaluated by staff and permitted flexibility by the Planning Board or ZBA. The Design Guidelines encourage specific elements, such as building frontages that are "pedestrian-friendly and contribute to a comfortable, attractive public realm" while discouraging other elements, such as "blank or opaque ground floors along any public

street edge, except service alley." \*\*\*\*\*

Alternatively, from the TOD overview:

The Kings Highway TOD Overlay District (KH-TOD) will cover existing commercial and industrial areas around Church Street. It does not affect the established residential area east of Church Street.

The Clasky Common TOD Overlay District (CC-TOD) covers the area including the current Whales Tooth parking area and parts of some industrially-commercially zoned areas along Purchase Street.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The areas around each rail platform include a substantial amount of industrial-zoned land with large blocks, multiple curb cuts, and wide "stroads" without sidewalks or bike lanes. The Kings Highway district in particular contains acres of vacant commercial plaza space that is challenging to access without a car. A major goal of the TOD zoning, standards, and guidelines developed by the project team is to use the zoning to encourage development that breaks up large industrial-scale blocks and activates underutilized parcels in a way that allows for multimodal connections within the district via increased walkability elements including bike lanes, street retail, bus connections, and public facing frontages that engage at a pedestrian scale. A mixture of uses not only housing will be necessary to support the vision of a transit oriented development district.

Improving the public realm as these districts develop is important, as both the Kings Highway and Clasky Common areas have seen haphazard development. It is critical to have a set of design standards, codified by the zoning overlays, that encourages a cohesive and consistent set of development design principles.

Certain areas within the Clasky Common TOD district are located within a Acushnet Heights Historic District. Some properties are historically significant and may have preservation restrictions upon. The district boundary was thoughtfully defined and the zoning/design guidelines are respectful of the historic district.

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**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

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**Description Area**

Task

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**Description Area**

Start

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**Description Area**

Finish

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**Short Answer**

Review existing zoning using compliance model

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Feb 08, 2023

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Mar 01, 2023

**Short Answer**

Apply parameters for proposed TOD overlays to compliance model to test for density and capacity

Mar 01, 2023

May 05, 2023

**Short Answer**

Modify zoning - adjust base multifamily zoning to adjust dimensional requirements and parking minimums to align with density requirements of 3A & to closer align/match existing conditions in the neighborhoods

Apr 03, 2023

May 31, 2023

**Short Answer**

Public outreach - Present TOD zoning revisions and any other zoning revisions draft to the public for feedback

Jun 01, 2023

Jul 31, 2023

**Short Answer**

Refine zoning based on public input and legal review

Jul 31, 2023

Sep 29, 2023

**Short Answer**

Run compliance model on final zoning modifications and refine if needed

Oct 01, 2023

Oct 27, 2023

**Short Answer**

Submit zoning for final legal review

Oct 01, 2023

Dec 01, 2023

**Short Answer**

Submit finalized zoning reforms to Planning Board and City Council for review and adoption

Jan 05, 2024

Mar 31, 2024

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Relevant Links:

NBTOD Study website:

<https://srpedd.org/comprehensive-planning/technical-assistance/new-bedford-transit-oriented-development-study/>

Comprehensive Plan website: <https://www.newbedfordplan.com/>

New Bedford Zoning Ordinance (Chapter 9):

[https://library.municode.com/ma/new\\_bedford/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH9COZO](https://library.municode.com/ma/new_bedford/codes/code_of_ordinances?nodeId=COOR_CH9COZO)

City Zoning Map:

[http://s3.amazonaws.com/newbedford-ma/wp-content/uploads/20191219193019/Zoning\\_2015.pdf](http://s3.amazonaws.com/newbedford-ma/wp-content/uploads/20191219193019/Zoning_2015.pdf)

Hicks Logan Redevelopment District (Urban Renewal Plan & zoning - adjacent to Clasky Common District):

<https://www.newbedford-ma.gov/nbra/plans/>

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Newbury

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 154

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Newburyport
<b>1.7. Please provide the name of the person filling out this form</b>	Martha Taylor
<b>1.7a. Title</b>	Planning Director
<b>1.7b. Email Address</b>	planningboard@townofnewbury.org
<b>1.7c. Phone Number</b>	(978) 465-0862 ext. 312
<b>1.8 Please provide the name of the municipal CEO</b>	Tracy Blais
<b>1.8b Mailing address of municipal CEO</b>	Newbury Municipal Offices 12 Kent Way, Suite 200 Byfield, MA 01922
<b>1.8c Email address of municipal CEO</b>	administrator@townofnewbury.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Planning staff (Planning Director and Assistant Planner), Planning Board members (five members and one associate member), Town Administrator, Town Counsel (Mead, Talerman & Costa, LLC), Merrimack Valley Planning Commission. In addition, we plan to engage a private consultant (3A TA or other)

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Housing goals noted in the Town's draft Master Plan update, and reflected in the Town of Newbury Housing Production Plan 2018-2022, include the following: 1) Increase the diversity of housing options; 2) Increase the supply of affordable housing; 3) Expand water/sewer infrastructure capacity to serve more diverse housing; 4) Reduce the vulnerability of the Town's housing stock to climate-change; 5) Expand local awareness and support for housing needs; 6) Encourage housing developments which preserve natural & cultural resources.



**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

The Master Plan update, including Housing recommendations, is nearly complete and the Town is beginning work with the Merrimack Valley Planning Commission on the update to the Housing Production Plan.

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### **Section 3: Preliminary Zoning Strategies**

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

We will be exploring the possibility of establishing overlay districts within three of our existing zoning districts - the Business & Light Industrial District (BLI), a portion of the Commercial Highway District (CH), and the Commercial Highway A (CH-A) District. The BLI runs south along Route 1 from the the Newbury/Newburyport municipal boundary to Boston Road and includes Newbury's developable station area - this is an area where we have already considered allowing multifamily housing. The portion of the CH that we are considering, as well as all of the CH-A, are in the Byfield section of Town adjacent to the I-95/Central Street interchange - these areas have good highway access as well as proximity to Byfield Village, which includes the Town Library, a convenience store, and other amenities, as well as a public water supply.

**File**

<https://massgov.formstack.com/admin/download/file/14092406956>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Lack of water and sewer infrastructure, along with generally poor soils for septic systems, remain a concern. Given its semi-rural character, transportation in Newbury is very automobile dependent, but we will be looking for multi-family locations that could provide pedestrian or bicycle connection to the train station and/or a village center. Certain areas under consideration may also be appropriate for mixed-use, with street level retail, that could enhance and improve on what already exists.

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### **Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Engaging a 3A consultant
	Mar 01, 2023
	May 31, 2023
<b>Short Answer</b>	Identifying potential 3A district locations - applying DHCD's Compliance Model
	Jun 01, 2023
	Oct 01, 2023
<b>Short Answer</b>	Public Workshop #1
	Oct 10, 2023
	Oct 10, 2023
<b>Short Answer</b>	Preparation of draft zoning bylaw and guidelines
	Sep 01, 2023
	Jan 03, 2024
<b>Short Answer</b>	Public Workshop #2
	Jan 10, 2024
	Jan 10, 2024
<b>Short Answer</b>	Planning Board Public Hearing
	Feb 21, 2024

Mar 06, 2024

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**Short Answer**

Newbury Annual Town Meeting

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Apr 23, 2024

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Apr 23, 2024

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**Short Answer**

Submit District Compliance Application to DHCD

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May 01, 2024

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May 31, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

As an Adjacent Small Town, our compliance deadline is not until 12/31/2025. However, to allow for the possibility that the multi-family zoning may not be adopted the first time it goes before Town Meeting, we will be aiming to have it ready for vote at the April 2024 Annual Town Meeting.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Newburyport
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	1292
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Newburyport Commuter Rail Station
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Andrew Port
<b>1.7a. Title</b>	Director of Planning & Development
<b>1.7b. Email Address</b>	aport@cityofnewburyport.com

**1.7c. Phone Number** (978) 465-4400

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**1.8 Please provide the name of the municipal CEO** Sean Reardon

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**1.8b Mailing address of municipal CEO** Office of the Mayor  
60 Pleasant Street  
Newburyport, MA 01950

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**1.8c Email address of municipal CEO** sreardon@cityofnewburyport.com

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Director of Planning & Development  
Zoning Administrator  
Staff Planner  
Chief of Staff, Mayor's Office  
Planning Board Chair/Member  
City Council Committee Chair/Member  
Affordable Housing Trust representative

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

From the 2017 Master Plan:

- Goal 1: Preserve Newburyport's Sense of Place
- Objective 2: Preserve the character of historic streets and enhance the quality of life within the City's neighborhoods.
  - o Strategy 3 Transform the Storey Avenue area into a Gateway to the City
    - ? Action 1: Consider reviewing and revising the Zoning Ordinance to allow for the transformation of the Storey Avenue corridor into a walkable, bike-able, mixed-use neighborhood with the incorporation of the Commonwealth's "Complete Streets" initiative.
- Goal 2: Ensure Economic Stability
- Objective 2: Ensure the housing supply meets the needs of residents and employers
  - o Strategy 1 Increase the variety of housing options to accommodate households with varying housing needs and family structures.
    - ? Action 1: Explore zoning districts and/or geographic areas in which the City may modify current zoning regulations to allow for appropriate development and redevelopment of properties to create a variety of housing types to meet the housing needs of the entire community.
    - ? Action 2: Explore creative housing development strategies (accessory units, cottages, live/work space, conversions of existing buildings, etc.) to diversify housing options.
    - ? Action 3: Support the construction and adaption of accessible units to meet the needs of households with disabled individuals.
    - ? Action 4: Prioritize mixed-use development projects in selected geographical areas of the city to support the business community and the City's housing goals.
    - ? Action 5: Support the appropriate development of workforce housing to provide quality affordable housing options for the community's service- and industrial-based employees without compromising or negatively impacting the City's historical character or stressing municipal infrastructure like water, sewer, and roadway systems.
  - o Strategy 2: Support, preserve, and expand the inventory of Affordable Housing in Newburyport

From the 2018 Housing Production Plan:

- Strategy 1: Planning & Policies
  - o Action 1: Modify the current in-law ordinance.
  - o Action 2: Allow two-family structures by-right in R2 and R3 zoning districts.
  - o Action 3: Partner with for- and non-profit developers to create affordable housing on privately owned sites.
- Strategy 2: Housing Production
  - o Action 1: Continue to encourage development of housing that is affordable to both low- and moderate-income households (i.e., those who earn between 60 to 120 percent area median income).
  - o Action 2: Continue ongoing inventory of publicly-owned land to determine suitability and availability for developing affordable housing.
- Strategy 3: Preservation
  - o Action 1: Consider retrofitting municipally-owned buildings to affordable housing.

o Action 3: Convert large single-family homes to multi-family housing in all residential zoning districts

Work that has been done to date:

1. The City continues to permit developments toward full buildout of the 40R Smart Growth District around the MBTA Commuter Rail Station
2. The City adopted an inclusionary zoning ordinance
3. The City is working to confirm final terms for disposition and adaptive reuse of the former Brown School property and several smaller “surplus” lots to support affordable housing.
4. The affordable housing trust continues to run down payment assistance and related housing support/subsidy programs.
5. The City continues to work towards rezoning of the Waterfront West and Storey Avenue areas in order to encourage multi-family and mixed-use development.

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

New Zoning District for “Waterfront West” area of downtown, update to Housing Production Plan, Adaptive Reuse of the former Brown School property, use of surplus properties for affordable housing purposes.

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## Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The Newburyport Smart Growth District already encourages multi-family development as-of-right in close proximity to the Newburyport MBTA Commuter Rail Station. Three developments under this Ordinance have already been permitted, with one fully constructed and occupied, and the second under construction at this time.

**File**

<https://massgov.formstack.com/admin/download/file/14093654138>

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Potential district extending from the Newburyport MBTA Commuter Rail Station/40R District northerly along Route One to our downtown area; potential subdistrict in the westerly area of Storey Avenue and Low Street (where multi-family and mixed-use development could eventually replace isolated/auto-dependent commercial uses).

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Potential district extending from the Newburyport MBTA Commuter Rail Station/40R District northerly along Route One to our downtown area; potential subdistrict in the westerly area of Storey Avenue and Low Street (where multi-family and mixed-use development could eventually replace isolated/auto-dependent commercial uses).

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Scale and proportion, integration with other uses and public space, available parking, multi-modal transit connections, adequate water/sewer capacity for the additional growth. (Endless growth is not sustainable locally or statewide.)

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## Section 4: Action Plan Timeline



**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Feb 01, 2023
	Nov 30, 2023
<b>Short Answer</b>	Developing Zoning
	Feb 01, 2023
	Jul 01, 2023
<b>Short Answer</b>	Applying DHCD's Compliance Model
	May 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Planning Board Hearings
	Jul 01, 2023
	Sep 30, 2023
<b>Short Answer</b>	Adopt Compliant Zoning
	Oct 01, 2023
	Nov 30, 2023
<b>Short Answer</b>	Submit District Compliance Application
	Dec 01, 2023
	Jan 31, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Newton

**1.2. Community Category** Rapid transit community

**1.3. Multifamily Unit Capacity Requirement** 8330

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** Yes

**1.4a. Please list MBTA rapid transit stations that are located within this municipality's boundaries** Boston College, Chestnut Hill. Newton Centre, Newton Highlands, Eliot, Waban, Woodland, Riverside

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**Description Area** Although there is an MBTA commuter rail station within its municipal boundaries, this municipality's community category is Rapid Transit. This is because a community's category is determined by the transit station with the highest level of transit service. If there are 100 or more acres of rapid transit stations' developable station area within municipal boundaries, then the community category is Rapid Transit regardless of whether the community is also served by the commuter rail. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area" and "developable land" to explain how this determination was made.

<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Auburndale, West Newton, Newtonville
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	Yes
<b>Description Area</b>	Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".
<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Wellesley Farms
<b>1.7. Please provide the name of the person filling out this form</b>	Jennifer Caira
<b>1.7a. Title</b>	Deputy Director - Planning and Development
<b>1.7b. Email Address</b>	jcaira@newtonma.gov
<b>1.7c. Phone Number</b>	(617) 796-1121
<b>1.8 Please provide the name of the municipal CEO</b>	Ruthanne Fuller
<b>1.8b Mailing address of municipal CEO</b>	1000 Commonwealth Ave Newton, MA 02459
<b>1.8c Email address of municipal CEO</b>	rfuller@newtonma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Municipal staff: Barney Heath, Planning Director; Zachery LeMel, Chief of Long Range Planning; Jane Santosuosso, Chief Zoning Code Official Consultants: Utile, Inc; Landwise Advisors

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Relevant plans and strategies include the Comprehensive Plan (2007), Housing Strategy (2016), Transportation Strategy (2017), Economic Development Strategy (2019), Climate Action Plan (2019), and Washington Street Vision Plan (2019). These plans include many strategies and goals related to encouraging the production of new housing, increasing the diversity of housing types, increasing production of affordable and accessible housing, supporting commercial uses with additional housing, and focusing housing in walkable areas and near transit.

Work that has been done to date includes the approval of 40B and Special Permit multi-family and mixed-use projects that are consistent with these goals; updated inclusionary zoning requirements; updated accessory dwelling unit zoning; the creation of a municipal housing trust; and the work done to date on the village center zoning.

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

The City of Newton has submitted an application for technical assistance to update a housing needs assessment done in 2016 and provide an updated Housing Snapshot. The Housing Snapshot will help the City understand the current facts of its housing stock, trends, demographics, and affordability.

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### **Section 3: Preliminary Zoning Strategies**

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Since 2020, the City of Newton has been considering a set of proposed zoning changes for Newton's village center commercial districts and portions of residential districts adjacent to the commercial districts. This work predates the MBTA Communities guidelines, however it is consistent with the intent to create more housing by-right in walkable areas near transit. The proposed Village Center Overlay District (VCOD) is being proposed for 12 village centers across Newton and a first draft of the text and zoning maps have been released (see attached). The proposed zoning would reduce or eliminate parking requirements, density limitations, and would increase the heights allowed. The VCOD is comprised of three sub-districts (VC1, VC2, VC3).

The VC3 District is the densest of the sub-districts and allows up to 2.5 stories for multi-family residential and 4.5 stories for mixed-use and a 15,000 square-foot building footprint as of right. This district is focused on the core of larger village centers and along major corridors. Ground story active uses are incentivized in this district.

The VC2 District facilitates mixed-use and residential development of moderate scale and allows up to 3.5 stories and a 10,000 square-foot footprint as of right. This district serves as the core of some village centers and as a transition district for other village centers.

The VC1 District facilitates small scale multi-family buildings and the conversion of existing homes to multiple units given its proximity to amenities, mixture of uses, and transit options found in Newton's village centers. This district acts as a transition between the mixed-use cores of village centers and the surrounding residential neighborhoods.

This zoning is expected to get us closer to 3A compliance, however we will also be exploring additional strategies to come into full compliance including exploring commercial corridors.

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<b>File</b>	<a href="https://massgov.formstack.com/admin/download/file/14099893293">https://massgov.formstack.com/admin/download/file/14099893293</a>
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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The most important non-housing characteristics for this zoning district are creating vibrant streets with ground floor retail in commercial centers, creating more affordable and accessible housing, sustainability of new development, historic preservation, and creating new public spaces.

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## **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

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**Description Area**

Task

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**Description Area**

Start

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**Description Area**

Finish

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**Short Answer**

Public Outreach - To date, the City of Newton has held three phases of community engagement on the village center zoning (dating back to 2021) focused on developing zoning priorities, responding to a zoning framework, and listening sessions following the release of draft zoning and maps. Additional limited engagement may be necessary as additional zoning strategies are considered to complement the village center zoning.

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Jan 01, 2022

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May 31, 2023

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**Short Answer**

Developing zoning - Between February and June 2022, Planning Staff and the Consultant team workshopped a zoning framework with the Newton City Council in order to coalesce around foundational zoning amendments for village centers (i.e. additional height/stories, reduced parking requirements, design standards, etc.). This was accomplished through economic feasibility analysis and urban design case studies. The consensus achieved with the City Council was then presented to the public and used to create the version 1.0 zoning text and maps. The expectation is through additional community input and City Council workshops that staff will iterate on the zoning text and maps before holding public hearings in the spring/summer 2023. Once this zoning is tested for compliance with Section 3A staff and consultants will develop additional strategies for supplementing the zoning to come into compliance.

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Jan 01, 2022

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May 31, 2023

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<b>Short Answer</b>	Applying the compliance model - Now that the compliance model has been provided, Planning staff and the consultant team will input the version 1.0 draft maps and zoning text regulations at the beginning of 2023. The team will then develop alternatives to achieve compliance to present to the City Council.
	Jan 23, 2023
	May 31, 2023
<b>Short Answer</b>	Planning Board hearings - the Planning Board will hold joint hearings with the City Council Zoning and Planning Committee
	May 31, 2023
	Jun 30, 2023
<b>Short Answer</b>	Legislative hearings and adoption
	May 31, 2023
	Nov 30, 2023
<b>Short Answer</b>	Submit compliance application to DHCD
	Dec 18, 2023
	Dec 29, 2023

# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Norfolk
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	750
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Norfolk Town Center
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Richard McCarthy
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<b>1.7a. Title</b>	Town Planner
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<b>1.7b. Email Address</b>	rmccarthy@norfolk.ma.us
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<b>1.7c. Phone Number</b>	(508) 440-2807
<b>1.8 Please provide the name of the municipal CEO</b>	Justin Casanova-Davis
<b>1.8b Mailing address of municipal CEO</b>	1 Liberty Lane Norfolk, MA 02056
<b>1.8c Email address of municipal CEO</b>	jcasanovadavis@norfolk.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Municipal staff, Planning Board, Norfolk Affordable Housing Trust, Select Board and consultant

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	2022 Housing Production Plan, 2018 Norfolk Townwide Economic Development Plan
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	The Town kicked off a Master Plan Study in the middle of December of 2022

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> <li>e. Other zoning strategy</li> </ul>
<b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b>	<ul style="list-style-type: none"> <li>District boundaries</li> <li>Use schedule</li> <li>Dimensional regulations</li> <li>Parking requirements</li> </ul>

**Explanation:** The Town doesn't have a standalone multi-family housing use category, district where it's allowed by right and accompanying dimensional setbacks

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).** The B-1 Inner and B-1 Outer Zoning Districts, R-1 and R-2 Zoning Districts are within the 1/2 mile radius of the commuter rail station that will be investigated to comply with Section 3A, Chapter 40A. The C-1 On-Highway, C-1 Highway Off-Highway, C-6 Zoning is outside the 1/2 mile radius of the commuter rail station that will be investigated to comply with Section 3A, Chapter 40A which guidance allows for a portion of the 50 acres outside 1/2 mile radius.

**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.** The Town of Norfolk went through a planning study for Town Center that resulted in several zoning changes that at the time would meet the Housing Choice requirements. However, that wasn't the case once the final guidance was published.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?** Architectural design, scale, mass, community scale, and community impact

## Section 4: Action Plan Timeline

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

**Short Answer** It's not anticipated there will be robust public outreach at first because town staff and boards will with working with the consultant on evaluating options, understanding how to comply. The meetings are broadcasted on local cable and the public can participate in person or via zoom.

Mar 01, 2023

Oct 30, 2024

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**Short Answer**

The town received a technical assistance grant from MHP who will test density and unit capacity

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Mar 01, 2023

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Jun 30, 2023

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**Short Answer**

The town will be working with the consultant to test different models to meet the unit capacity

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Mar 01, 2023

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Jun 30, 2023

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**Short Answer**

After the work with the consultant is done the Planning Board will discuss when to move forward

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Feb 13, 2024

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Oct 08, 2024

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**Short Answer**

Either the spring of 2024 or fall of 2024

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May 14, 2024

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Nov 12, 2024

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**Short Answer**

Submit application

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Nov 01, 2024

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Dec 31, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** North Andover

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 1191

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Lawrence Station
<b>1.7. Please provide the name of the person filling out this form</b>	Brian Keating
<b>1.7a. Title</b>	Assistant Planning Director
<b>1.7b. Email Address</b>	bkeating@northandoverma.gov
<b>1.7c. Phone Number</b>	(978) 688-9535
<b>1.8 Please provide the name of the municipal CEO</b>	Melissa Murphy-Rodrigues
<b>1.8b Mailing address of municipal CEO</b>	North Andover Town Hall 120 Main Street North Andover, MA 01845
<b>1.8c Email address of municipal CEO</b>	mrodriques@northandoverma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	<p>The core team consists of three primary members of the Town's staff:</p> <p>Brian Keating, Assistant Planning Director (Lead)</p> <p>Andrew Shapiro, Assistant Town Manager/Director of Community &amp; Economic Development</p> <p>Jean Enright, Planning Director</p> <p>The Town is also actively working with the Merrimack Valley Planning Commission (MVPC) through MHP's MBTA Communities Technical Assistance Program (Ian Burns and Steve Lopez), as well as with planning consultant Innes Associates (Emily Innes, Principal) through Housing Choice Communities Program Grant funded project focused on rezoning downtown North Andover, which is taking into consideration 3A regulations.</p>

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town completed a Housing Production Plan (HPP) and its Master Plan in 2018. The HPP cites 32 strategies to address planning, production, and preservation of housing in North Andover. Examples of strategies cited include: Consider adopting an Accessory Dwelling Unit Bylaw; Investigate ways to expand opportunities for Village Center and Downtown zoning; and Encourage development of housing that is affordable to both low- and moderate-income households. The Town's Master Plan provides ten strategies, many of which overlap with the HPP's provided strategies. They include Update zoning to ensure that deed restricted affordable housing is provided as a component of new market-rate residential development projects; Identify financial and staff resources to facilitate the construction and/or preservation of affordable housing in North Andover; and Utilize CPA and Affordable Housing Trust funds to offset housing costs for households at the lowest income brackets (households up to 30 percent of Area Median Income).

North Andover has done a significant amount of work to advance many of the strategies contained in these long-range planning documents. Some of this work includes:

- The establishment of North Andover as a Housing Choice Community, as designated by the Commonwealth's Department of Housing and Community Development (DHCD);
- Providing housing related education to the community: In 2021, ahead of Annual Town Meeting, the Town worked with the Merrimack Valley Planning Commission (MVPC) to provide an online Housing Forum, designed to educate residents on the current state of housing in the town and why producing more housing and diversifying housing stock is vital to the community's health;
- Per both the HPP and Master Plan, the Town at 2022 Annual Town Meeting, passed an inclusionary zoning bylaw that requires 15% of new multi-family units be affordable to those making at least up to 80% of the area median income (AMI).

The above is just a sampling of housing related goals and achievements, which is in addition to the creation of several new multi-family units over the last several years.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

Update to Housing Production Plan (2024-2028). North Andover Housing Authority: Fountain Drive Senior Housing Development; and as discussed in a prior response, a Housing Choice grant funded project to amend the Town's zoning bylaw related to its downtown.

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### Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- d. A new base zoning district or districts

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- District boundaries
- Use schedule
- Dimensional regulations
- Parking requirements

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**Explanation:**

North Andover's Zoning Bylaw stipulates that any projects requiring site plan review shall be approved via special permit: Section 195-8.13.

Procedures: "Developments which require site plan review, shall be subject to to site plan review and submit a special permit application to the Planning Board." This stipulation will need to be altered in order to allow for at least certain multi-family developments to be approved utilizing a by-right process of site plan review through the Planning Board. The Town is currently targeting its downtown as an area that can accommodate additional development and is undergoing a simultaneous process (to efforts to comply with Section 3A regulations) to revise zoning that governs the area. As such, the Town will consider the size of the zoning district to accommodate the required unit capacity and district size. A relaxation of parking requirements is also being explored as part of this process.

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The Town identified its downtown area as its potential district, which is currently about 78 acres. It is working with planning consultant Innes Associates to revise the Town's Zoning Bylaw that governs the downtown area, which may result in six sub-districts comprising approximately 208 acres. The Town does not envision this entire 208 acre area as the potential new Section 3A compliant zoning district. It will conduct a public process and additional internal evaluations to determine exactly where and how large the district will be. The current district stretches from Sutton Street to Water Street, along Main Street. It continues along Water Street, to High Street, and includes the entire Davis and Furber Mill Complex, as well as an adjacent Sutton Pond Condominium community.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The Town would like to ensure that new development "fits in" well with its surroundings in terms of height, scale, architectural style, and building materials. It would also like to emphasize best practices in terms of characteristics related to the public domain, such as providing adequate space for pedestrians to congregate and bicycle accommodations. It is important that the district, especially if it is in the downtown area, provides additional economic development opportunities by accommodating varying types of businesses and connectivity to surrounding areas.

**Section 4: Action Plan Timeline**

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

**Short Answer** Public Outreach

Mar 01, 2023

Apr 28, 2023

**Short Answer** Developing Zoning

May 01, 2023

Jul 30, 2023

**Short Answer** Additional Public Outreach

Jul 01, 2023

Oct 31, 2023

**Short Answer** Applying DHCD's compliance model to test for density and unit capacity



Nov 01, 2023

Jan 15, 2024

**Short Answer**

Holding Planning Board Hearings

Feb 20, 2024

Apr 09, 2024

**Short Answer**

Legislative Session

May 16, 2024

May 16, 2024

**Short Answer**

Submit District Compliance Application to DCHD

Jan 15, 2024

Apr 15, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** North Attleborough

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 1255

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Mansfield, Attleboro
<b>1.7. Please provide the name of the person filling out this form</b>	Gil Hilario
<b>1.7a. Title</b>	Town Planner
<b>1.7b. Email Address</b>	ghilario@nattleboro.com
<b>1.7c. Phone Number</b>	(508) 699-0116
<b>1.8 Please provide the name of the municipal CEO</b>	Michael Borg
<b>1.8b Mailing address of municipal CEO</b>	43 South Washington Street North Attleborough, MA 02760
<b>1.8c Email address of municipal CEO</b>	mborg@nattleboro.com
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Michael Borg, Town Manager, Gil Hilario, Town Planner, Lyle Pirnie, Economic Development Coordinator, Marie Clarner, Planning Board Chair, Jeff Sauser, Planner, Stantec, Nels Nelson, Planner, Stantec

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

North Attleborough has a new Master Plan and Housing Production Plan completed this year by the Southeastern Regional Planning Economic and Development District (SRPEDD) and Planning Board. The Town has an active Route 152 and Route 1 corridor with Emerald Square Mall, a 750,000 sq. ft., three-story mall. A strategy for the Town is to update its zoning bylaws to allow mixed-use development along these corridors and the mall to creatively readapt or develop existing commercial space for housing and commercial "live, work, play." This new mixed-use overlay district will meet the MBTA Adjacent Communities requirement: allowing multi-family zoning by-right at a minimum of 15 units per acre. The Town hired Stantec for this work. Also, this year, the Town passed a Chapter 40R Smart Growth Overlay District for a golf driving range at 582 Kelley Boulevard that will allow the construction of 311 affordable units. We expect this project to undergo a site plan review at the beginning of 2023. The Planning Board is now looking at zoning other potential 40R sites, for example, at existing mobile home parks or brownfields. Another strategy the Town is working on to produce affordable housing is the remediation of brownfield sites. North Attleborough has three contaminated sites: 262 Broadway (Webster Mill), 35 Robinson Ave (Benson Mill Trust), and 230 Mendon Road, a former auto salvage yard. The Town received a \$1.2 million EPA Revolving Loan grant to help unlock its development. The revolving loan fund combined with 40R or MBTA Communities zoning is a strategy we are pursuing to make these sites attractive for affordable housing.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

The Town's housing team is constantly engaged in developing ideas, engaging potential developers, and working with the Town's Planning Board to focus on future housing endeavors to meet the needs of the Town. Our team maintains communications with all of our stakeholders and attends any housing workshops, webinars, or informational meetings.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- District boundaries
  - Use schedule
  - Dimensional regulations
  - Parking requirements
-

**Explanation:**

Nothing to attach

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Town recently ADOPTED a 40R zone that has the potential to create 311 affordable units at 582 Kelley Boulevard. The first public hearing held by the town manager for the Kelley Boulevard Smart Growth Overlay District (KBSGOD) was on June 8, 2022. Subsequent public hearings, held by the Planning Board and Town Council, passed the requisite zoning bylaw on November 29, 2022. The site, a 14-acre golf driving range, sits in a commercial center bordering the Town of Plainville. A hospital, elementary school, and restaurants are all within walking distance. The project received a \$4M MassWorks grant for traffic improvements and a \$200K grant by the Massachusetts Housing Partnership under the Complete Neighborhoods Program for a Kelley Boulevard Master Plan with Plainville. The density requirement at the KBSGOD zone is 20 to 22.75 units per acre- above the 15 units per acre requirement for MBTA Communities. Therefore, the 40R site is appropriate to count towards compliance with MBTA Communities.

The other strategy, as mentioned, incorporates MBTA Communities compliance in a mixed-use overlay district that we are currently working on. The mixed-use overlay district will primarily be along Route 1 and Route 152 and have three "tiers" with varying thresholds for density, height, square footage dedicated to commercial and residential, dimensions, parking, and so forth. We envision a tier in this mixed-use overlay district allowing multi-family zoning at 15 acres or more by-right. This will put us in compliance with MBTA Communities and be complete before the December 31, 2024, deadline.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Traffic and sewer capacity on the southern end of Route 1 adjacent to the Emerald Square Mall. The sewer pumping station at this location serves the mall and supports a segment of Route 1. The sewer pumping station requires an upgrade in order to increase capacity and load.

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
 Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

Description Area	Task
Description Area	Start
Description Area	Finish
Short Answer	Public Outreach
	Sep 01, 2022
	Mar 31, 2023
Short Answer	Developing Zoning
	Mar 01, 2023
	May 01, 2023
Short Answer	Compliance model testing
	Mar 01, 2023
	May 01, 2023
Short Answer	Planning Board Hearings
	Jun 01, 2023
	Jul 01, 2023
Short Answer	Legislative session to adopt
	Jul 01, 2023
	Sep 01, 2023
Short Answer	Submission to DHCD
	Sep 01, 2023
	Sep 30, 2023

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** North Reading

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Danielle McKnight

**1.7a. Title** Town Planner

**1.7b. Email Address** dmcknight@northreadingma.gov

**1.7c. Phone Number** (978) 357-5206

**1.8 Please provide the name of the municipal CEO** Kathryn Manupelli

**1.8b Mailing address of municipal CEO** 235 North Street  
North Reading, MA 01864

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** North Reading Community Planning Commission:  
Christopher Hayden, Chair  
David Rudloff, Vice Chair  
Ryan Carroll, Clerk  
Warren Pearce  
Jeremiah Johnston

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** The Town's Housing Production Plan (2018) advises the creation of 130 new affordable units over five years. The Town's Master Plan recommends the exploration of Accessory Dwelling Units, for which the CPC is currently drafting a bylaw. The CPC is also working with the Select Board on due diligence as the Town considers 4 town owned parcels to be developed into affordable housing, with Town Meeting recently appropriating \$25,000 toward survey and wetlands delineation work for these properties. The Town is also completing a feasibility study for developing a municipally owned property on Carpenter Drive for senior affordable housing. The Town worked collaboratively to pass a new zoning overlay district enabling a new senior housing project with 15% affordability the Town Center, on properties that did not previously allow multifamily housing. The Town also worked with a developer looking to expand a recent multifamily project to provide new affordable units not initially proposed as part of the project, which is expected to result in 8 new affordable units. The CPC worked with a consultant over the past several years to develop a concept plan for a new mixed use development, including substantial amounts of housing, in a central area of the Town's main commercial corridor, Route 28, as a means of enticing new development and promoting infill and reuse of several underutilized properties. A newly proposed municipal sewer project, if passed, is expected to enhance the Town's capacity for multifamily housing.

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**2.2. Is this municipality currently working on any other planning for housing?** Yes

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**2.2a. Please briefly describe the housing work underway.**

The Town continues to develop its Accessory Dwelling Unit bylaw. Additionally, if a proposed sewer project is successful in receiving construction funds at an upcoming Town Meeting, the CPC anticipates proposing new zoning that allows for multifamily housing and mixed use development along areas of the Route 28 corridor that do not currently allow housing.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Other: Requirement of a special permit in the Site Plan Review process would be repealed

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**Explanation:**

The existing Multifamily Housing Overlay District contains 5 parcels and is 98 acres in area. The Town is aware that three of the parcels in the district would not be eligible, as they are Town owned and two of these are not suitable for development. However, the district contains two parcels which together total 82 acres, and this area would be proposed as the Town's eligible district. The current zoning overlay that affects these parcels allows multifamily housing development by right and has no density limits beyond a 60 foot/4 story height limit and reasonable setback and building spacing requirements. The capacity of the district is already known to be over the required 750 units, since it is currently permitted for 908 units, many of which have been constructed. However, the Town's Site Plan Review regulations require a special permit for the Site Plan Review process in all zoning districts. The CPC proposes a zoning amendment be introduced that repeals that requirement and allows for a more traditional site plan review process in the proposed district, with no special permit required. If this amendment is successful, the Town believes the existing Multifamily Overlay District will meet all of the requirements for MBTA communities.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

North Reading has no transit facilities, other than an on-demand Ring & Ride service from MVRTA for medical appointments, so there are no fixed routes or stops within its borders or within half a mile of its borders. However, the proposed district area is located as close as geographically possible to the Town's nearest commuter rail station in Wilmington, and is likewise as close as development in the Town can possibly be situated to I-93. While there are no sidewalks along this area of Lowell Road/Route 62, the parcels proposed for the eligible district contain within them walkways and sidewalks so that safe pedestrian passage through them is possible. The site does contain a school bus stop. Once a pedestrian has walked to the easterly end of the district, they are within walking distance of a public park, the Town Hall, and North Street, with its sidewalk connection to Main Street. This area of Main Street contains a major grocery store, several small convenience stores, a dentist, and numerous other shops and services.

**Section 4: Action Plan Timeline**

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach: several public meeting workshops to explain and discuss the proposed zoning amendment
	Sep 20, 2022
	Feb 01, 2023
<b>Short Answer</b>	Developing amendment to Site Plan Review as it affects the Multifamily Residential Overlay District
	Oct 01, 2022
	Feb 01, 2023

**Short Answer**

Applying DHCD's compliance model to test for density and unit capacity

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Nov 30, 2022

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Feb 01, 2023

**Short Answer**

Holding planning board hearings

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May 01, 2023

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May 15, 2023

**Short Answer**

Town Meeting to adopt compliant zoning amendment

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Oct 02, 2023

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Oct 02, 2023

**Short Answer**

Submit District Compliance application to DHCD

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Oct 09, 2023

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Oct 23, 2023

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Northborough

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Laurie Connors

**1.7a. Title** Planning Director

**1.7b. Email Address** lconnors@town.northborough.ma.us

**1.7c. Phone Number** (508) 393-5019

**1.8 Please provide the name of the municipal CEO** John Coderre

<b>1.8b Mailing address of municipal CEO</b>	Town Offices 63 Main Street Northborough, MA 01527
<b>1.8c Email address of municipal CEO</b>	jcoderre@town.northborough.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Northborough's bylaw development team consists of the Planning Director and the Planning Board. We are getting assistance from the Central MA Regional Planning Commission and Barrett Planning Group, LLC. Consulting services provided by Barrett Planning Group, LLC are funded by a MHP technical assistance grant.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The 2020 Master Plan contains a number of housing-related goals, including the need to 1) maintain and encourage a diversity of housing options to increase housing affordability and choice for all ages and to ensure that at least 10% of the Town's housing inventory continues to be deemed affordable under state guidelines; 2) Promote housing types that accommodate future growth in the community while maintaining and enhancing the existing character of residential neighborhoods; and 3) pursue a housing strategy that balances demand with the Town's capacity to provide services and infrastructure.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	The Town is currently under contract with a consultant team led by Weston & Sampson Engineers to create a downtown revitalization strategy and design report for Northborough Center. A key component of this effort includes planning for infill development consisting of multi-family housing and mixed-use development.

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	c. A new 40R or other overlay zoning district
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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Town is evaluating three sites for inclusion in the new overlay district- a 25-acre privately owned site off of Route 20, which is located near Northborough Crossing, a large open-air shopping center, and Avalon Northborough, a master planned community set on 42 acres that contains 382 apartments. The other two sites are located within Northborough Center. The White Cliffs Mansion site contains 7 acres of land, and the Hudson Street/Blake Street/Main Street location contains approximately 18 acres. The Town is in talks with two potential developers of the Route 20 property (see attached presentation) and the White Cliffs property. If rezoned, it is likely that the property located off of Route 20, 333 Southwest Cutoff, would be developed into apartments with a minimum of 10% of units allocated to low-income housing. The White Cliffs Mansion property, on the other hand, would be developed into 100% affordable housing. Attached are GIS maps depicting the three proposed locations of the overlay district.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

For all sites, we want to ensure that the new housing blends with the character of and complements the surrounding commercial and residential uses. The Northborough Center locations are key to our downtown revitalization efforts as the new housing will provide a customer base for existing and future businesses. It will also infuse life and vitality into the downtown. It will include adaptive reuse of existing historic buildings- the White Cliffs Mansion is a town-owned property built in 1884 that has been vacant since 2014, the current Town Hall is the 100-year-old former high school, and a mill building located at 56 Hudson Street has potential to be reused for multi-family development when the current office/industrial uses have run their course. The balance of the new housing within the downtown location will be infill development on underutilized lots. The goal of the revitalization project is to comply with Complete Streets principles and create a more pedestrian and bike-friendly downtown that better serves the needs of Northborough's residents.

For the 333 Southwest Cutoff site located off of Route 20, the primary consideration will be to create a multi-generational, walkable neighborhood. Residents will enjoy easy access to Routes 20 and 9, and the retail/restaurant opportunities afforded by Northborough Crossing and other businesses located along these corridors. This will be a redevelopment of the New England Baseball Complex, a multi-sport outdoor complex featuring 3 lighted baseball fields. Amenities of the new residential development, including pocket parks, beautiful landscaping, sidewalks, bike facilities, and outdoor patios where people can gather, are desired to serve the needs of residents within the development. Although this property is currently served by municipal water and sewer, the Town is interested in extending sewer service beyond the property to Route 9. There are a number of Northborough businesses along Route 9, including a restaurant and two motels, that are currently plagued by failing septic systems.

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## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public outreach

Mar 01, 2023

Apr 30, 2024

**Short Answer**

Develop zoning

Feb 15, 2023

Nov 30, 2023

**Short Answer**

Applying compliance model

May 01, 2023

Nov 30, 2023

**Short Answer**

Hold Planning Board public hearing

Jan 02, 2024

Feb 28, 2024

**Short Answer**

2024 Annual Town Meeting to adopt new zoning

Apr 15, 2024

Apr 30, 2024

**Short Answer**

Submit District Compliance application to DHCD

May 01, 2024

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Jul 31, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

One of the most challenging aspects of this planning process is to identify a path towards compliance that will not immediately overwhelm municipal services. For a medium-sized, centrally-located community like Northborough, there is a significant amount of development pressure. It is very likely that this zoning will result in the immediate development of multi-family housing. Northborough already has a significant amount of multi-family housing and is Chapter-40B compliant. Creation of 750 additional units within a 2 to 5-year timeframe will severely impact our community's ability to absorb impacts of that development and to provide municipal services at current levels and standards. In my opinion, phased compliance would have been preferable (i.e creation of a 25-acre zone within 2 years and creation of a second 25-acre zone within 7 years) and would better ensure the successful and orderly absorption of the new development.

Also- note that the program only allows me to upload one file. I wanted to upload 3 maps showing the potential multi-family overlay locations.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Northbridge

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** James Sheehan

**1.7a. Title** Inspector of Buildings

**1.7b. Email Address** jsheehan@northbridgemass.org

**1.7c. Phone Number** (508) 234-6577

**1.8 Please provide the name of the municipal CEO** Adam Gaudette

**1.8b Mailing address of municipal CEO** 7 Main Street  
Whitinsville, MA 01588

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**1.8c Email address of municipal CEO** Agaudette@northbridgemass.org

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Gary Bechtholdt, Town Planner

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** The Town is working on a Housing Production Plan.

---

**2.2. Is this municipality currently working on any other planning for housing?** Yes

---

**2.2a. Please briefly describe the housing work underway.** The Town is working on a Housing Production Plan.

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)** a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.** The R-5 Zoning District allows multifamily dwellings by right. The District allows for a density of 20 units per acre.

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**File** <https://massgov.formstack.com/admin/download/file/14055724530>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

To promote (non-sprawl) infill/ redevelopment areas where existing infrastructure (water/sewer) & roadway networks can potentially handle density impacts, etc; close to downtown areas; providing for mixed incomes (market rate and affordable) dwelling units for 55+ and non-age restricted housing with similar architecture of existing neighborhoods.

**Section 4: Action Plan Timeline**

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	To show compliance with existing zoning.
	Jan 02, 2023
	Feb 28, 2023
<b>Short Answer</b>	Nothing
	Jan 24, 2023
	Feb 01, 2023
<b>Short Answer</b>	Nothing
	Jan 24, 2023
	Feb 01, 2023
<b>Short Answer</b>	Nothing
	Jan 24, 2023
	Feb 01, 2023

**Short Answer**

Nothing

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Jan 24, 2023

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Feb 01, 2023

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**Short Answer**

Nothing

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Jan 24, 2023

---

Feb 01, 2023

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.** No

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Norton
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<b>1.2. Community Category</b>	Adjacent community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	750
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
--	----

<b>1.7. Please provide the name of the person filling out this form</b>	Maria De La Fuente
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<b>1.7a. Title</b>	Director of Planning and Economic Development
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<b>1.7b. Email Address</b>	mdelafuente@nortonmaus.com
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<b>1.7c. Phone Number</b>	(774) 265-3208
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<b>1.8 Please provide the name of the municipal CEO</b>	Michael Yunits
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**1.8b Mailing address of municipal CEO** 70 E Main St  
Norton, MA 02766

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**1.8c Email address of municipal CEO** myunits@nortonmaus.com

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

The Norton Planning Board will be the lead board for this project, with Select Board support. The lead staff members will be the Planning Director, Building Commissioner/Zoning Enforcement Officer, and the Water and Sewer Superintendent to help with infrastructure feasibility analysis. We're hoping to get grant funding/technical assistance funding to hire a planning consultant to help ensure zoning compliance, and to better align us with state policy and best practices.

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## Section 2: Housing Overview

---

**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

In 2021, the Town updated its Master Plan, which mentions the word 'housing' 160 times. One of the main goals of the MP was to "Increase and diversify Norton's housing supply, particularly for seniors, young families, and first-time homebuyers". To commit to this goal, the Norton Planning Dept is working on a new Housing Production Plan with SRPEDD, and hopes we can implement the MBTA policy requirements and goals into it.

---

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

Norton is creating a new Housing Production Plan with SRPEDD's help, to be completed at the end of 2023/beginning of 2024. MBTA requirements will be a priority in it.

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Norton Planning Dept does not currently have a location for the overlay-- as we do not have a commuter rail/train station, our overlay may be located anywhere. We're currently working with the Water and Sewer department to identify the best areas of Town for an overlay--- the goal is to have the overlay mostly on sewer areas, to make building at the required density feasible. Some of the overlay may also be located near sewer, in the hopes that some developers would be willing to extend sewer down to their project area and incentivize more housing development.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Municipal services are our biggest non-housing consideration. The Town has been trying to extend its sewer lines to be able to promote housing variety and economic development. In addition, some areas of town are serviced by GATRA, so development near those stations would be beneficial. Additionally, Norton is home to Wheaton College, and the students would greatly benefit from more housing options so close to school. We're hoping denser developments (and mixed-use developments) will help us make Norton a more walkable community.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Developing zoning

Mar 01, 2023

May 31, 2023

**Short Answer**

Hiring a consultant to revise our draft

Jun 01, 2023

Aug 31, 2023

<b>Short Answer</b>	Applying compliance model
	Jun 01, 2023
	Aug 31, 2023
<b>Short Answer</b>	Holding PB hearings
	Sep 01, 2023
	Oct 15, 2023
<b>Short Answer</b>	Present bylaw to TM 2024
	May 01, 2024
	May 31, 2024
<b>Short Answer</b>	Get AG's approval of bylaws
	Jun 01, 2024
	Sep 01, 2024
<b>Short Answer</b>	Submit for DHCD compliance
	Sep 02, 2024
	Sep 30, 2024
<b>If there is any other feedback you would like to share about the compliance process, please use this space to provide it.</b>	Our compliance timeline may vary depending on how quickly we're able to secure funds to hire a consultant, but our intent is to have the zoning ready by the 2024 Spring Town Meeting. We will be applying for One-Stop funds, DLTA, and MHP funds, most likely partnering with SRPEDD for the process.



# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Norwell
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<b>1.2. Community Category</b>	Adjacent community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	750
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Ilana Quirk
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<b>1.7a. Title</b>	Director of Planning and Community Development
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<b>1.7b. Email Address</b>	iquirk@townofnorwell.net
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<b>1.7c. Phone Number</b>	(617) 755-0674
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<b>1.8 Please provide the name of the municipal CEO</b>	Darlene Sullivan
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**1.8b Mailing address of municipal CEO** 345 Main Street  
Norwell, MA 02061

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**1.8c Email address of municipal CEO** dsullivan@townofnorwell.net

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Select Board  
Planning Board

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Norwell has a Housing Production Plan that was approved by DHCD on January 29, 2020 (effective through January 28, 2025).

The 2020 HPP notes that Norwell had total households (pre-2020 census) of 3,625 and 34% were spending too much on their housing (i.e., more than 30% of their income) and 365 households with 80% or less AMI were spending more than half their income on housing.

The HPP notes that a greater diversity of the Housing Stock is required. So, multi-family housing development is needed.

The Town has adopted an open space residential development district to allow smaller lot development and has adopted a village residential overlay district that allows over-55 development on small lots and requires an affordability component.

At the May 2022 Annual Town Meeting, the Town adopted an Accessory Dwelling Unit zoning provision that allows ADUs of 900 sf or less as of right. The Town intends to attempt to expand ADUs to greater than 900 sf.

The Town is currently negotiating a 40R rental development, which if approved and built would allow Norwell, along with already approved developments with affordable components, to achieve the minimum 10% affordable goal of G.L. 10% affordable housing stock.

**2.2. Is this municipality currently working on any other planning for housing?** Yes

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2.2a. Please briefly describe the housing work underway.

The Town is currently negotiating a 40R project.

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### Section 3: Preliminary Zoning Strategies

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3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

d. A new base zoning district or districts

3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.

The potential district consists of 97 acres that are currently zoned for business development and is well located for multi-family residential housing and existing structures could be redeveloped for residential uses.

File

<https://massgov.formstack.com/admin/download/file/14089092037>

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3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

The Rockland Park and Ride is located at 1150 Hingham Street, Rockland, 02370, within @ .5 of a mile to the entrance to the proposed Adjacent MBTGA Community Housing Overlay District. The Park and Ride provides 440 parking spaces to support carpooling and travelling to South Station and Logan Airport via the Plymouth and Brockton Bus. And will be within 1/4 of a mile of the entrance to Route 3 North and @ .6 mile of the entrance to Route 3 South.

The area will be close to the Cole Elementary School.

The area will be close to the many commercial amenities on Hingham Street and Washington Street.

The entrance to the proposed District would be within walking districts of restaurants, a community theater and a gas station and within 1 mile of a supermarket. The many commercial amenities (i.e., supermarket, banks, restaurants, shops, offices, etc.) on Hingham Street and Washington Street would be within 1-2 miles of the entrance to the District. Most of Hingham Street has a sidewalk and street lighting and only a very small portion of Hingham Street would need a sidewalk to be added to reach the proposed District.

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### Section 4: Action Plan Timeline

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.

Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Obtained preliminary support of Select Board, subject to finalizing the documents and plans.
	Feb 15, 2022
	Sep 18, 2022
<b>Short Answer</b>	Obtained Support of Planning Board
	Mar 15, 2022
	Jan 18, 2023
<b>Short Answer</b>	Developing Zoning
	Mar 01, 2022
	Sep 15, 2023
<b>Short Answer</b>	Compliance Model
	Oct 01, 2022
	Sep 15, 2023
<b>Short Answer</b>	Public Outreach
	Mar 01, 2022
	Dec 01, 2024
<b>Short Answer</b>	Adopt Zoning
	Mar 15, 2022

Dec 15, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Norwood

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 2045

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Norwood Depot, Norwood Central, Windsor Gardens

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Islington
<b>1.7. Please provide the name of the person filling out this form</b>	Sarah Dixon Bouchard
<b>1.7a. Title</b>	Assistant Director of Community Development
<b>1.7b. Email Address</b>	sbouchard@norwoodma.gov
<b>1.7c. Phone Number</b>	(781) 762-1240
<b>1.8 Please provide the name of the municipal CEO</b>	Tony Mazzucco
<b>1.8b Mailing address of municipal CEO</b>	566 Washington Street Norwood, MA 02062
<b>1.8c Email address of municipal CEO</b>	tmazzucco@norwoodma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	An MBTA Task Force has been created by the Planning and includes: Michael Rosen, Assistant Town Manager, Matt Lane, Selectman, Shannon Greenwell, ZBA member, Rachel Churchill, resident at large, Patrick Ronin, resident at large, Ernie Paciorkowski, Planning Board Chair, and Sarah Dixon Bouchard, Planning Department

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	No
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Master Plan to commence in 2023

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> </ul>
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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
 Use schedule  
 Dimensional regulations  
 Parking requirements

**Explanation:**

One zoning district, the Multifamily District, allows multifamily housing use by Special Permit. It complies with geographic area and proximity to transit but would require changes to density, dimensional requirements, the use schedule, parking would need to be made. A second zoning district, the Central Business Mixed Use Overlay District, allows multifamily housing by right. It complies with density but would require changes to geographic area, dimensional requirements, use schedule, and parking to be made. Both are potential options for compliance to be researched and discussed with the Task Force, Planning Board, and the community

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

At least one potential zoning overlay district could be created in the catchment area around Norwood Central train station. The properties along Lenox Street abutting the rail line are currently zoned as Manufacturing and contain a variety of manufacturing and industrial uses. Several of these properties have already been developed as multifamily housing using such vehicles 40R and 40B Comprehensive Permit.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Norwood values creation of transit oriented development in areas with high levels of walkability to the small businesses located in town, as well as bus connectivity to the 34E line. Three recent mixed use overlay districts approved by Town Meeting placed an emphasis on placemaking and streetscape improvements.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
 Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**

**Task**



<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jan 01, 2023
	May 31, 2023
<b>Short Answer</b>	Developing Zoning
	Jun 01, 2023
	Aug 31, 2023
<b>Short Answer</b>	Compliance Model Testing
	Jul 01, 2023
	Sep 30, 2023
<b>Short Answer</b>	Planning Board Hearings
	Oct 01, 2023
	Nov 30, 2023
<b>Short Answer</b>	Pre Approval by DHCD
	Dec 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Public Outreach
	Feb 01, 2024
	Mar 01, 2024
<b>Short Answer</b>	Town Meeting
	Mar 01, 2024
	Mar 31, 2024
<b>Short Answer</b>	Submit to DHCD
	Jul 01, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Paxton

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 84

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Sheryl Lombardi

**1.7a. Title** Town Services Coordinator

**1.7b. Email Address** slombardi@townofpaxton.net

**1.7c. Phone Number** (508) 753-2808 ext. 11

**1.8 Please provide the name of the municipal CEO** Heather Munroe

**1.8b Mailing address of municipal CEO** 697 Pleasant St  
Paxton, MA 01612

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**1.8c Email address of municipal CEO** hmunroe@townofpaxton.net

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Sheryl Lombardi Town Serv. Coord.  
Planning Board  
Outside Consulting Firm TBD

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** In our Master Plan  
1. provide housing opportunities that will allow residents to remain in town through all stages of life  
2. ensure housing regulations and bylaws are kept current  
  
Work done to date: Paxton was ear marked \$75,000 for the revision of our zoning bylaws

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**2.2. Is this municipality currently working on any other planning for housing?** No

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)** e. Other zoning strategy

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**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.** See attached

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**File** <https://massgov.formstack.com/admin/download/file/13927865846>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?** access to town water service

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## Section 4: Action Plan Timeline

### Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

### Description Area

Task

### Description Area

Start

### Description Area

Finish

### Short Answer

Procure consultant with earmarked funds

Feb 01, 2023

Apr 01, 2023

### Short Answer

Joint meeting with ZBA, Planning Board and Consultant

Apr 15, 2023

Jun 30, 2023

### Short Answer

Review consultants proposed options for compliance

Jun 01, 2023

Aug 30, 2023

### Short Answer

public outreach on options

Aug 01, 2023

Oct 30, 2023

### Short Answer

draft zoning change review

Nov 01, 2023

Jan 01, 2024

### Short Answer

public hearing on zoning bylaw in front of planning board

Feb 01, 2024

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Mar 01, 2024

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**Short Answer**

annual town meeting approval of zoning bylaw

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May 01, 2024

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Jun 01, 2024

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Peabody
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<b>1.2. Community Category</b>	Adjacent community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	2319
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
--	----

<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Curt Bellavance
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<b>1.7a. Title</b>	Director of Planning & Community Development
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<b>1.7b. Email Address</b>	curt.bellavance@peabody-ma.gov
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<b>1.7c. Phone Number</b>	(978) 538-5770
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<b>1.8 Please provide the name of the municipal CEO</b>	Edward Bettencourt
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<b>1.8b Mailing address of municipal CEO</b>	24 Lowell Street City Hall PEABODY, MA 01960
<b>1.8c Email address of municipal CEO</b>	edward.bettencourt@peabody-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The City was awarded a technical assistance grant and is working with RKG, a consultant, to determine the City's district.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The City has an approved Housing Production Plan, is an HDIP community, has inclusionary zoning, and is at the very early stages of a new Master Plan.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	The city is drafting resiliency zoning for mixed use housing in our downtown corridor and is examining a 40R district in downtown as well..

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>a. An existing zoning district or districts that might already comply with the Section 3A Guidelines</li> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> </ul>
<b>3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.</b>	The City has active MBTA bus routes that travel throughout the City. The possibly-compliant district has some existing housing and is near retail businesses.

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Use schedule

**Explanation:**

Once the City has a more clear understanding of the district we will be able to assess the district and determine if any changes will need to be made in order to make the district a more suitable district (if necessary).

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The district already allows for multi-family housing by right. There is no limit on density except for dimensional requirements (including parking). A project that is underway in the district is less than 6 acres and will have 180-units.

The district is near both commuter bus and MBTA bus routes, as well as near major highways. We are still reviewing this district to see if it complies or whether we need to exam other areas of the City. After we complete our review we will have a better understanding of how compliant the City is for Section 3A.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Nearby commercial activities, municipal services, bus connections.

## **Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Feb 01, 2023

Mar 28, 2023



<b>Short Answer</b>	Develop/Amend Zoning
	Mar 01, 2023
	Jun 17, 2023
<b>Short Answer</b>	Apply DHCD compliance model
	May 01, 2023
	Jun 18, 2023
<b>Short Answer</b>	Planning Board hearing
	Jun 01, 2023
	Aug 30, 2023
<b>Short Answer</b>	Legislative Sessions
	Sep 08, 2023
	Nov 16, 2023
<b>Short Answer</b>	Submit to DHCD for compliance
	Dec 04, 2023
	Dec 29, 2023

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.** We have hired a consultant to review our existing zoning ordinance to see if we comply with Section 3A. Once our consultant RKG assesses whether we comply we will have a clearer picture of what the next steps will be to become compliant. If it is determined that we do not comply then we will review the changes that need to be completed in order to comply. If we comply we will submit to DHCD for approval.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Pembroke

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Matthew Heins

**1.7a. Title** Planning Board Assistant

**1.7b. Email Address** mheins@townofpembrokemass.org

**1.7c. Phone Number** (781) 709-1433

**1.8 Please provide the name of the municipal CEO** William Chenard

<b>1.8b Mailing address of municipal CEO</b>	Town Manager's Office / Pembroke Town Hall 100 Center St. Pembroke, MA 02359
<b>1.8c Email address of municipal CEO</b>	wchenard@townofpembrokemass.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Town Manager: William Chenard / Members of the Planning Board: Alysha Siciliano-Perry, Daniel Taylor, Stephan Roundtree, James Noone, Daniel Smith, Jr., Heather Tremblay, Andrew Wandell / Town Counsel: KP Law / Planning Board Assistant: Matthew Heins / Consultant: Horsley Witten

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	A Housing Production Plan was done for Pembroke in 2018. It emphasizes the town's wish to create more affordable housing units and expand housing options, and recommends encouraging mixed-use development in certain areas, reusing existing buildings for housing, establishing an affordable housing trust, being open to "friendly" 40B's, and other strategies. It includes possible model zoning bylaws to require the inclusion of affordable units in large projects and to make the rules for accessory dwelling units slightly more flexible.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Pembroke is trying to create more affordable housing. In the past few years, we have passed a zoning bylaw allowing cluster housing projects under certain conditions, and also a zoning bylaw allowing multifamily housing projects containing affordable units in particular zones. A proposed cluster housing project of about 170 units is currently under review. As regards Subsidized Housing Inventory (SHI), our figure is roughly somewhere between 9% and 10%, so we have almost reached the 10% threshold. We have an Affordable Housing Committee that is active.

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## Section 3: Preliminary Zoning Strategies

3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines

3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.

Use schedule  
Dimensional regulations

Explanation:

The zoning district currently allows multifamily housing, but by special permit and with a minimum of 25% affordable units. So those aspects of the allowed use would need to be tweaked. The dimensional regulations might also need to be slightly altered.

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

Proximity to retailers and restaurants, traffic capacity of local streets, distance from Route 3 interchange, availability of public transit, pedestrian safety and walkability, access to infrastructure

## Section 4: Action Plan Timeline

Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

Description Area

Task

Description Area

Start

Description Area

Finish

Short Answer

Developing zoning

Jan 01, 2022

Apr 30, 2022

Short Answer

Public outreach

Feb 01, 2022

May 09, 2022

**Short Answer**

Applying DHCD's compliance model to test for density and unit capacity

Jan 15, 2022

Apr 30, 2022

**Short Answer**

Holding planning board hearings

Apr 01, 2022

Apr 30, 2022

**Short Answer**

Holding legislative sessions and adopt compliant zoning [town meeting]

May 09, 2022

May 09, 2022

**Short Answer**

Submit District Compliance application to DHCD

May 15, 2022

Jun 30, 2022

# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Plymouth
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<b>1.2. Community Category</b>	Adjacent community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	2807
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
--	-----

<b>Description Area</b>	Although there is an MBTA commuter rail station within its municipal boundaries, this municipality's community category is Adjacent. This is because the methodology used to determine community category considers not only whether a station is located within municipal boundaries, but also whether that station has at least 100 acres of "developable station area" within the boundaries. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area", and "developable land" to explain how this determination was made.
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	North Plymouth- Cordage Park - not operational
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Lee Hartmann
<b>1.7a. Title</b>	Director of Planning & Development
<b>1.7b. Email Address</b>	lhartmann@plymouth-ma.gov
<b>1.7c. Phone Number</b>	(508) 322-3373
<b>1.8 Please provide the name of the municipal CEO</b>	Derek Brindisi
<b>1.8b Mailing address of municipal CEO</b>	26 Court Street Plymouth , MA 02360
<b>1.8c Email address of municipal CEO</b>	dbrindisi@plymouth-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Municipal Staff Plymouth Planning Board Private consultant (funding source needs to be identified)

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
--	-----

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

2019 Housing Production Plan

Goal #1: Meet and maintain the 10 percent state standard for affordable housing so that Plymouth is no longer vulnerable to Chapter 40B housing developments. Create and maintain a level of total affordable housing units that equals 10 percent of total year round housing units. (Increase the number of low-income and moderate-income year round housing units, as counted on the SHI, in an amount equal to or greater than that enumerated in the approved HPP .5% of 1.0% in order to achieve a one year or two year certification.)

Goal #2: Establish programs that support local housing initiatives including: down payment assistance, closing cost and rental assistance programs by leveraging funding and administrative resources of the Municipal Affordable Housing Trust (AHT), The Office of Community Development (OCD), Plymouth Redevelopment Authority (PRA) and Community Development Block Grants (CDBG).

Goal #3: Create deed restricted affordable housing units through adaptive reuse of existing buildings and town-owned properties by partnering with the Affordable Housing Trust, Community Preservation Committee (CPC), private non-profits like Habitat for Humanity, The Housing Authority and the Plymouth Redevelopment Authority (PRA).

Goal #4: Promote a diversity of housing options in Plymouth to meet the needs of a changing and aging population and encourage a socio-economically diverse population. ? Goal #5: Prioritize affordable housing for infill development on abandoned and vacant properties through combined initiatives with the Affordable Housing Trust (AHT), Office of Community Development (OCD), Plymouth Redevelopment Authority (PRA) and private non-profits.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

A Master Plan Task Group has been created and is developing a scope of work and identifying funding for a Master Plan Update in 2024.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
  - b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
  - d. A new base zoning district or districts
-



**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The Cordage Park R40 Smart Growth (R40) District consists of 54.2 acres. The district is permitted for 675 as-of-right multi-family units with 302 of those units either constructed and occupied or well under construction. The density of development in this 40R district could be increased.

Additional research will be needed to identify other locations that maybe suitable to accommodate additional as-of-right multi-family development.

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Use schedule  
Dimensional regulations

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**Explanation:**

Currently, Plymouth does not have by-right multi-family standards, provisions and density allowances which need to be drafted.

The density allowances in the existing 40R District need to be increased.

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Beyond expanding the existing Cordage Park 40R District, additional locations will have to be identified through the public outreach phase.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Plymouth has a significant public water deficit in the West Plymouth area of Town which is limiting current and future development. In addition, public water supply limitation may exist in other parts of the community.

Limiting septic discharge in Zone 2s for drinking water is a community concern as is protecting Plymouth's sole source aquifer in general.

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## **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Seek funds for consulting assistance
	Mar 15, 2023
	Jun 01, 2023
<b>Short Answer</b>	Retain a consultant to assist in identifying potential districts and assist in public outreach. Develop bylaw language.
	Jun 30, 2023
	Nov 01, 2023
<b>Short Answer</b>	Identify final potential multi-family districts or overlay districts.. Apply DHCD's compliance model to test for density and unit capacity of the districts.
	Nov 01, 2023
	Dec 01, 2023
<b>Short Answer</b>	Planning Board Public Hearing
	Dec 15, 2023
	Dec 30, 2023
<b>Short Answer</b>	Town Meeting review and adoption
	Apr 06, 2024
	Apr 10, 2024
<b>Short Answer</b>	Submit District compliance application to DHCD

Jun 15, 2024

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Jun 30, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Plympton

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 53

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Elizabeth Dennehy

**1.7a. Title** Town Administrator

**1.7b. Email Address** townadmin@plymptontown.org

**1.7c. Phone Number** (781) 585-2700

**1.8 Please provide the name of the municipal CEO** Christine Joy

**1.8b Mailing address of municipal CEO** 5 Palmer Road  
Plympton, MA 02367

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**1.8c Email address of municipal CEO** cjoy@plymptontown.org

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Waiting to hear on technical assistance. We do not have any full-time planning staff.

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** Housing Production Plan

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**2.2. Is this municipality currently working on any other planning for housing?** No

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)** c. A new 40R or other overlay zoning district

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).** Potentially could locate near our industrial area with convenient highway access.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?** Walkability

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## Section 4: Action Plan Timeline

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Obtain Technical Assistance
	Jan 23, 2023
	Feb 23, 2023
<b>Short Answer</b>	Work on Plan
	Feb 23, 2023
	Dec 31, 2023
<b>Short Answer</b>	Public Outreach and Refinements
	Jan 01, 2024
	Mar 01, 2024
<b>Short Answer</b>	Town Meeting Vote
	May 15, 2024
	May 15, 2024
<b>Short Answer</b>	If approved, effective July 1
	Jul 01, 2024
	Jul 01, 2024
<b>Short Answer</b>	Same
	Jul 01, 2024
	Jul 01, 2024

# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Princeton
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<b>1.2. Community Category</b>	Adjacent small town
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<b>1.3. Multifamily Unit Capacity Requirement</b>	69
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Sherry Patch
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<b>1.7a. Title</b>	Town Administrator
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<b>1.7b. Email Address</b>	townadministrator@town.princveton.ma.us
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<b>1.7c. Phone Number</b>	(978) 464-2102
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<b>1.8 Please provide the name of the municipal CEO</b>	Karen Cruise
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**1.8b Mailing address of municipal CEO** 6 Town Hall Drive  
Princeton, MA 01541

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**1.8c Email address of municipal CEO** crukaren99@gmail.com

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Central Massachusetts Regional Planning Commission (CMRPC)  
Princeton Planning Board  
Princeton Housing Production Plan Committee

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town has recently submitted to DHCD for approval of the Princeton Housing Production Plan. The following goals have been outlined in the plan:

Goal 1. Identify and leverage Resources to Advance Housing Production and Programs

Goal 2. Conduct Ongoing Community Outreach and Education on Housing Issues and Activities

Goal 3. Promote Use of Existing Smart Growth Policies and Zoning Bylaws that can Advance Housing Diversity and Affordability

Goal 4. Actively Seek Out and Apply for Funding and Technical Assistance to Implement the HPP Action Plan

Goal 5. Pursue Adoption of a Municipal Affordable Housing Trust Fund

Goal 6. Monitor and Research the Community Preservation Act (CPA) for Consideration of Local Adoption

Goal 7. Establish a Committee Responsible for Investigating Wastewater and Drinking Water Treatment Options

Goal 8. Participate in Regional Collaborations Addressing Housing Development and Affordability

Goal 9. Pursue Designation as a Housing Choice Community and Apply for Funding through the Rural Small Town Grants Program

Goal 10. Seek Out Opportunities to Work Collaboratively with Wachusett House

Goal 11. Encourage Relevant Boards, Committees, and Town Leaders to Participate in Trainings and Educational Programs Related to Affordable Housing

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

Implementation of the Housing Production Plan Recommendations. Updating of Master Plan underway.

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### **Section 3: Preliminary Zoning Strategies**

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3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

c. A new 40R or other overlay zoning district

3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).

See attached PDF for full description.

File <https://massgov.formstack.com/admin/download/file/14076758354>

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

Infrastructure including access to sewer, water, and sidewalks. Impact on town services. Preserving the rural character of the town.

## Section 4: Action Plan Timeline

Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

Description Area Task

Description Area Start

Description Area Finish

Short Answer Apply Compliance Model

Feb 20, 2023

Mar 20, 2023

Short Answer Develop Zoning

Jan 01, 2023

May 31, 2023

Short Answer Public Outreach

Jun 01, 2023

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Sep 01, 2023

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**Short Answer**

Planning Board Hearings

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Jun 01, 2023

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Sep 01, 2023

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**Short Answer**

Legislative Session to adopt

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Nov 01, 2023

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Nov 30, 2023

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**Short Answer**

Submit Compliance DHCD

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Dec 01, 2023

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Dec 31, 2023

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**Short Answer**

Repeat if needed

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Jan 01, 2024

---

Dec 31, 2024

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Quincy
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<b>1.2. Community Category</b>	Rapid transit community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	11752
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	Yes
--	-----

<b>1.4a. Please list MBTA rapid transit stations that are located within this municipality's boundaries</b>	North Quincy, Wollaston, Quincy Center, Quincy Adams
---	---

<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>Description Area</b>	Although there is an MBTA commuter rail station within its municipal boundaries, this municipality's community category is Rapid Transit. This is because a community's category is determined by the transit station with the highest level of transit service. If there are 100 or more acres of rapid transit stations' developable station area within municipal boundaries, then the community category is Rapid Transit regardless of whether the community is also served by the commuter rail. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area" and "developable land" to explain how this determination was made.
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Quincy Center
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	James Timmins
<b>1.7a. Title</b>	City Solicitor
<b>1.7b. Email Address</b>	jtimmings@quincyma.gov
<b>1.7c. Phone Number</b>	(617) 376-1511
<b>1.8 Please provide the name of the municipal CEO</b>	Thomas Koch
<b>1.8b Mailing address of municipal CEO</b>	1305 Hancock Street Quincy, MA 02169
<b>1.8c Email address of municipal CEO</b>	mayorkoch@quincyma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	James Fatseas, Planning Director Robert Stevens, Deputy Planning Director Christopher Walker, Chief of Staff Robert Conlon, Director of Inspectional Services

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Targeted urban renewal plans
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes

**2.2a. Please briefly describe the housing work underway.**

We are constantly reviewing projects - most of which are housing related - proposed for the downtown area. In addition, we are working now with the MBTA and private developers on proposed development of the Quincy Center T site to include a significant housing component.

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## **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

We generate housing growth at this time through permitting and Certificate of Consistency review within districts now existing.

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**File** <https://massgov.formstack.com/admin/download/file/14087700286>

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Dimensional regulations  
Parking requirements

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**Explanation:** Due to the number of units, parking is a major issue to be reviewed

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Address mitigation for issues such as flooding.  
Encouraging uses for/by knowledge-based commercial tenants  
Tree canopy  
Application of our "Complete Streets" Program by out  
TPAL Department (Traffic, Parking, Lighting)

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## **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Analyzing density and unit capacity
	Feb 10, 2023
	Mar 10, 2023
<b>Short Answer</b>	Seek DHCD assistance
	Mar 24, 2023
	Apr 14, 2023
<b>Short Answer</b>	Planning Board Hearings
	May 10, 2023
	Jun 14, 2023
<b>Short Answer</b>	Public outreach
	Apr 10, 2023
	May 22, 2023
<b>Short Answer</b>	Legislative Sessions
	May 15, 2023
	Jun 19, 2023
<b>Short Answer</b>	Developing Zoning
	Jul 10, 2023
	Sep 25, 2023

Dec 08, 2023

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Randolph
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	1935
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
--	----

<b>Description Area</b>	Although there are no MBTA commuter rail stations within its municipal boundaries, this municipality's community category is Commuter Rail. This is because the methodology used to determine community category considers not only stations located within the boundaries, but also any stations that have 100 acres of "developable station area" within the boundaries. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area", and "developable land" to explain how this determination was made. Developable station area from stations located outside of municipal boundaries may also affect location criteria as further described in Section 8 of the Guidelines.
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<b>1.5b. Please list the MBTA commuter rail stations that are located outside of the municipal boundaries might affect this municipality's community category.</b>	Randolph/Holbrook Commuter Rail Station
--	---

<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Michelle Tyler
<b>1.7a. Title</b>	Director of Planning
<b>1.7b. Email Address</b>	mt Tyler@randolph-ma.gov
<b>1.7c. Phone Number</b>	(781) 961-0936
<b>1.8 Please provide the name of the municipal CEO</b>	Brian Howard
<b>1.8b Mailing address of municipal CEO</b>	Town Hall 41 Sout Randolph, MA 02368
<b>1.8c Email address of municipal CEO</b>	bhoward@randolph-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Randolph Town Council Randolph Planning Board Randolph Town Manager Randolph Town Solicitor Randolph Director of Planning Consulting Agency

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The goals and objectives recommended in the most recent Comprehensive Master Plan (last updated in 2017) are in various stages of review and/or development by the relevant municipal departments, boards/commissions.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

### Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- d. A new base zoning district or districts

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- Use schedule
- Dimensional regulations
- Parking requirements
- Other: Permit by SPGA

**Explanation:**

An existing Zoning Ordinance for multifamily overlay district could be amended to remove the requirement for a special permit and a requirement for mixed-use to establish a compliant district (in part or in whole)

**File**

<https://massgov.formstack.com/admin/download/file/14033924906>

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The UCTD is an overlay district requiring 5 acres of land to be located within 1.25 miles of the commuter rail station. It requires a Special Permit, allows for 15 units per acre and requires mixed-use in a "village style" layout.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

walkability and proximity to public transportation (not limited to a commuter rail stop), building massing and siting for areas proximal to single-family residential lots

### Section 4: Action Plan Timeline

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

<b>Short Answer</b>	Engage consulting firm
	Dec 28, 2022
	Jan 27, 2023
<b>Short Answer</b>	Draft district & apply DHCD compliance model
	Feb 13, 2023
	Jul 28, 2023
<b>Short Answer</b>	Public Outreach
	Jun 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Develop Zoning
	Jul 01, 2023
	Aug 31, 2023
<b>Short Answer</b>	Legislative sessions to adopt zoning
	Oct 01, 2023
	Dec 04, 2023
<b>Short Answer</b>	submit district compliance
	Dec 11, 2023
	Dec 29, 2023

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.** RFP for consulting firm issued December 2022. Responses are due January 20, 2023

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Raynham

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Robert Iafrate

**1.7a. Title** Building Commissioner

**1.7b. Email Address** riafrate@town.raynham.ma.us

**1.7c. Phone Number** (508) 824-2708

**1.8 Please provide the name of the municipal CEO** Gregory Barnes

<b>1.8b Mailing address of municipal CEO</b>	Town Hall 558 South Main Street Raynham, MA 02767
<b>1.8c Email address of municipal CEO</b>	gbarnes@town.raynham.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Raynham Planning Board and Select Board SRPEDD

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>The Town of Raynham has identified planning strategies to review existing zones for amendments and assess opportunities for new districts in its 2020 Master Plan and 2010 Housing Production Plan.</p> <p>The Town is planning to review all existing districts that allow for multifamily housing in order to confirm if they are compliant. Additionally, the Town will explore opportunities for new zoning in areas with access to commercial amenities and town services if existing districts are not compliant.</p>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Active planning and coordination for the production of 40B housing

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>a. An existing zoning district or districts that might already comply with the Section 3A Guidelines</li> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> </ul>
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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Residential District B allows for the development of multifamily housing and exceeds the minimum district acreage.

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Use schedule  
Dimensional regulations

**Explanation:**

The Town of Raynham would like to complete the compliance modeling process for Residential District B to confirm if the Units Per Acre comply with Section 3A requirements, or if the Use Table and / or Dimensional Regulations may require some adjustments.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Access to commercial amenities: food, health care, etc.;;  
Access to municipal services; and  
Access to different forms of mobility (GATRA, walkability, bike access)

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

**Short Answer** Zoning compliance modeling.

May 15, 2023

Aug 31, 2023

<b>Short Answer</b>	Ongoing public outreach.
	May 01, 2023
	Dec 31, 2024
<b>Short Answer</b>	Drafting of modifications (if necessary) to zoning district or exploration of options for new districts.
	Sep 01, 2023
	Jan 31, 2024
<b>Short Answer</b>	Presentation of district modifications (if necessary) or new districts to the Planning and Select Boards.
	Oct 01, 2023
	Feb 29, 2024
<b>Short Answer</b>	Adoption of amendments (if necessary) to zoning at Spring or Fall Town Meeting
	May 01, 2024
	Nov 30, 2024
<b>Short Answer</b>	Submission of District Compliance to DHCD (dependent of date of Town Meeting).
	Jun 30, 2024
	Dec 31, 2024



## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Reading

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 1493

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Reading MBTA Commuter Rail on Haverhill Line (35 Lincoln St, Reading, MA 01867)

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Andrew MacNichol

**1.7a. Title** Community Development Director

**1.7b. Email Address** amacnichol@ci.reading.ma.us

<b>1.7c. Phone Number</b>	(781) 942-6670
<b>1.8 Please provide the name of the municipal CEO</b>	Fidel Maltez
<b>1.8b Mailing address of municipal CEO</b>	16 Lowell Street Reading, MA 01867
<b>1.8c Email address of municipal CEO</b>	fmaltez@ci.reading.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Andrew MacNichol, Community Development Director; Matthew Deane, GIS Coordinator; Senior Planner; Community Planning and Development Commission (CPDC); Reading Select Board; Town Meeting Members; General Public; possible Consultant as needed/awarded.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Housing Production Plan (2018); 40R Zoning adoption (2007, 2017); Inclusionary Zoning adoption (2019); Affordable Housing Trust Fund model bylaw adoption (2021-22)
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Housing Production Plan Update 2022-23

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> </ul>
<b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b>	Dimensional regulations

**Explanation:** Possible zoning amendments within a 1/2 mile to the Reading Depot includes the 40R Overlay District, the Apartment-40 District and the Business-A District. Lot Size requirements and Floor Area Ratio appear to be limiting factors for Unit Capacity and will be reviewed for improvement along with parking, open space and additional requirements.

**File** <https://massgov.formstack.com/admin/download/file/14054542801>

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).** The Town may also consider overlay adoption to the south and/or northwest of the Reading train depot over its Single-Family-15 (S-15) District. Moderate density/multi-family development (i.e. 3 to 8 units) may help ease the impact to high density downtown development and further promote a mix of housing options ("missing middle") near transit.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?** Open Space (green space, shared public spaces, street trees, etc.) and Low Impact Development (storm water retention, rain gardens, etc.) features.

Commercial space incentives/mixed-use.

Preservation/rehabilitation of historic elements/structures.

Energy Efficiency.

Pedestrian and alternative transit development/connections/safety (sidewalks, bike paths, bus connections, ADA accessibility).

## Section 4: Action Plan Timeline

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

<b>Short Answer</b>	Continued Stakeholder Engagement
	Mar 01, 2023
	Dec 01, 2023
<b>Short Answer</b>	Further Compliance Model Testing
	Mar 01, 2023
	Jun 01, 2023
<b>Short Answer</b>	Develop Draft Zoning Amendment(s)
	Jun 05, 2023
	Jan 01, 2024
<b>Short Answer</b>	CPDC Public Hearings
	Jan 01, 2024
	Feb 12, 2024
<b>Short Answer</b>	Town Meeting Vote
	Apr 15, 2024
	Apr 30, 2024
<b>Short Answer</b>	Compliance Application to DHCD
	Sep 01, 2024
	Sep 30, 2024
<b>If there is any other feedback you would like to share about the compliance process, please use this space to provide it.</b>	Dependent on the local zoning amendment/adoption proposed it may/could slightly expand timeline. If new overlay adoption is sought with changes to the S-15 District, as mentioned above, it may require additional engagement and result in a November 2024 Town Meeting vote, though this is to be determined throughout the process.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Rehoboth

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 231

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Daniel Roach

**1.7a. Title** Town Planner

**1.7b. Email Address** droach@rehobothma.gov

**1.7c. Phone Number** (508) 252-6891

**1.8 Please provide the name of the municipal CEO** Deborah Arruda

<b>1.8b Mailing address of municipal CEO</b>	340 Anawan St Rehoboth, MA 02769
<b>1.8c Email address of municipal CEO</b>	darruda@rehobothma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Planning Board Members and SRPEDD

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Providing affordable housing and housing for seniors.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	c. A new 40R or other overlay zoning district
<b>3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).</b>	In the southern portion of town along Spring St. There is a fair amount of undeveloped land and easy access to Route 6 and I-195.
<b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b>	Visually fits with the rest of the town, minimal impact on environmentally sensitive areas, minimal impact on abutters, effective stormwater management systems.

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## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach
	Jan 02, 2024
	Apr 01, 2024
<b>Short Answer</b>	Developing zoning
	Apr 02, 2024
	Jun 03, 2024
<b>Short Answer</b>	Applying compliance model
	Jun 04, 2024
	Jul 29, 2024
<b>Short Answer</b>	Holding hearings
	Sep 03, 2024
	Feb 14, 2025
<b>Short Answer</b>	Holding legislative sessions (Town meeting)
	May 20, 2025
	May 20, 2025
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Aug 18, 2025
	Aug 18, 2025

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Revere

**1.2. Community Category** Rapid transit community

**1.3. Multifamily Unit Capacity Requirement** 6135

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** Yes

**1.4a. Please list MBTA rapid transit stations that are located within this municipality's boundaries** Wonderland (Blue Line), Beachmont (Blue Line), Revere Beach (Blue Line)

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".



<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Suffolk Downs (Blue)
<b>1.7. Please provide the name of the person filling out this form</b>	Tom Skwierawski
<b>1.7a. Title</b>	Chief, Planning and Community Development Department
<b>1.7b. Email Address</b>	tskwierawski@revere.org
<b>1.7c. Phone Number</b>	(781) 286-8181 ext. 20324
<b>1.8 Please provide the name of the municipal CEO</b>	Brian Arrigo
<b>1.8b Mailing address of municipal CEO</b>	281 Broadway Revere, MA 02151
<b>1.8c Email address of municipal CEO</b>	mayorarrigo@revere.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Frank Stringi, City Planner, is the municipal staff member who is chiefly responsible for administering the zoning ordinance and land-use permitting in the City.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Next Stop Revere, the city's Master Plan, was approved in 2019. It had a chapter devoted to housing, and recommended a series of action items to address housing production in the City. A full list of action items can be found here

<https://cdn.branchcms.com/GB7r14nbKy-1182/docs/NextStopRevere/03Housing.pdf>

Some of these are outlined below:

1) Office of Housing Stability: Utilizing ARPA funds, the City established an Office of Housing Stability within the Department of Planning and Community Development. The Housing Stability Officer has been working with tenants and homeowners at risk of eviction or foreclosure, connecting residents with the services they need to thrive. This position is currently vacant as of October 2022, and the City is currently in the process of hiring a new Housing Stability Officer.

2) Adopt a state-certified Housing Production Plan: See question 2.2. This is currently in progress.

3) Establish a Housing Trust Fund: An Affordable Housing Trust Fund was established by the City Council in 2021. The Trust Fund first met in 2022, and over the next six months will be working to develop a mission statement, goals and action items to help preserve and expand affordability in the city. The Trust Fund currently has roughly \$400k in revenues, and will be looking for ways to generate further revenue to expand their impact.

4) Working with the RHA: The RHA is currently working with a consultant to examine its existing housing stock. It owns several large parcel assemblages throughout the city, and in many cases has existing and outdated housing that is lower-density. There may be opportunities to increase the supply of housing by redeveloping those existing parcels.

5) Working with non-profit partners: City of Revere staff hold monthly coordination calls with the team at The Neighborhood Developments (TND), the most active Community Development Corporation in the City, and will continue to support potential development projects with TND.

6) Leverage publicly-owned land for affordable housing. As part of its Housing Production Plan, the City will conduct an inventory of available city-owned properties for affordable housing development. Additionally, the City has been in continuous conversations with the MBTA, which owns two sizeable parcels directly adjacent to the Beachmont and Wonderland T Stations. Both parcels are currently underutilized parking lots, and represent fantastic opportunities for state-led affordable TOD projects. It remains to be seen how interested the MBTA is in engaging in such conversations, but the City of Revere will continue to remain open and receptive to such an idea.

7) Draft and adopt inclusionary housing: Working with MAPC, Mayor Arrigo presented an inclusionary housing ordinance to the Revere City Council in August 2022. This ordinance was tabled by the Revere City Council.

8) Allowing Accessory Dwelling Units: An updated ADU ordinance was passed in August 2022, which allowed for greater flexibility for residents to construct accessory dwelling units on their properties.

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

The Department of Planning and Community Development has developed a scope for a Housing Production Plan. This project is scheduled to begin this spring, pending funding from the City's ARPA allocation and the Affordable Housing Trust Fund. Both have indicated a willingness to fund this project. Those requests were made in January 2023, and it is anticipated the plan will be funded in February.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Suffolks Downs Overlay District: The Suffolk Downs Overlay District is a roughly 52 acre zoning district, which is immediately proximate to the both Suffolk Downs and Beachmont Blue Line Stations. This zoning district is owned by HYM, which also owns X acres on the City of Boston line, and is being developed pursuant to a Master Plan approved by the Revere City Council in 2018. On the Revere side, the development includes over 2.84 million square feet of residential construction, and will consist of nearly 5000 units. The first phase is currently under construction, and will be ongoing for the next 15-20 years.

Other sites where multifamily development is allowed by-right include the GB, NB, RC1, RC2, RC, as noted in our May 2nd 2022 submittal to DHCD. Within those districts, there are currently 1,564 units that are permitted and scheduled to be built within the next 1-3 years. This is in addition to the thousands of units that have already been funded in these areas, particularly along Ocean Avenue and Revere Beach Boulevard.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Bikeability/Walkability: Revere is a city that is divided but a series of state-owned roadways, which act as a thorough-way for Boston Metro commuters to travel in and out of the city: Revere Beach Parkway, Squire Road, Route 1, Route 1A, etc. Taken together, these high-speed state-owned roadways make travelling from one side of the city to another next to impossible. They constrain municipal leaders' ability to plan for walkability and bikeability, particularly given that they are out of our jurisdiction and are regionally-important roadways. Furthermore, they have created a culture of auto-dependence in the city that makes walkability/bikeability planning difficult, even in the more walkable parts of the City,

Bus Connections: Given the aforementioned challenges, although we are a rapid transit community, last-mile connections to and from stations are of particular concern. Without more regular and reliable bus connections, it is still challenging for many residents to actually utilize MBTA services.

Municipal Services: Revere is one of the fastest growing cities in the Commonwealth. This has led to greater impacts across city services, most particularly within our school system. From 2007-2017, there was a 28% increase in school enrollment within Revere Public Schools, and that number is almost certainly going to climb further. This growth has been particularly taxing on RPS facilities, which must grow to meet the needs of its children. Nowhere is that strain more evident than in the planning for a new Revere High School, which is currently in the MSBA funding queue. Of the 35 schools currently in the MSBA queue, the Revere High School project has an enrollment (2,450) that is nearly 50% higher than the next closest school (Worcester HS, 1,670 students). The project budget for this school has risen from original estimates of around \$300m to current estimates of nearly \$500m. With no corresponding increase in the MSBA funding formula, this has created a significant fiscal strain on the Revere municipal budget, and our ability to adequately serve existing Revere families.

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**Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.

Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach: We believe we are currently compliant with MBTA Communities, and have held a hearing in April 2022 to discuss this at the Revere City Council.

Apr 25, 2022

Apr 25, 2022

**Short Answer**

Developing Zoning: We believe we have met our obligations to produce more housing, not just with the housing units permitted at Suffolk Downs, but in the thousands of new units recently build and currently in the permitting pipeline.

Jan 30, 2023

Dec 31, 2023

**Short Answer**

Compliance Model: We will use the model once again to test for density and unit capacity, but will await DHCD for guidance as to the necessity of this.

Jan 31, 2023

Dec 31, 2023

**Short Answer**

Holding Planning Board Meetings: See above. We will hold further meetings if deemed necessary.

Jan 31, 2023

Dec 31, 2023

**Short Answer**

Legislative Sessions to adopt new zoning: See above.

Jan 31, 2023

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Dec 31, 2023

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**Short Answer**

District Compliance Application: Will submit as soon as it becomes available. Said online it would be available in November, but it still is not available to submit.

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Jan 31, 2023

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Dec 31, 2023

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Rochester

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 105

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Nancy Durfee

**1.7a. Title** Town Planner

**1.7b. Email Address** NDurfee@townofrochester.com

**1.7c. Phone Number** (508) 763-5421 ext. 208

**1.8 Please provide the name of the municipal CEO** Greenwood Hartley III



<b>1.8b Mailing address of municipal CEO</b>	Town of Rochester 1 Constitution Way Rochester, MA 02770
<b>1.8c Email address of municipal CEO</b>	gcannon@townofrochester.com
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	<ul style="list-style-type: none"> <li>- Nancy Durfee, Town Planner</li> <li>- Paul Ciaburri, Vice Chairman, Select Board</li> <li>- Bradford Morse, Clerk, Select Board</li> <li>- Town of Rochester Planning Board</li> <li>- Robert Cabral, Director of Housing and Community Development, SRPEDD</li> <li>- Taylor Perez, Sr. Comprehensive Planner &amp; Community Engagement Specialist, SRPEDD</li> </ul>

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	No
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Master Plan Update

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
<b>3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.</b>	Rochester is currently pursuing compliance through their existing 40R district. The Cranberry Highway Smart Growth Overlay District (CHSGOD) was adopted at Town Meeting on May 19th, 2019. The zoning district was approved under the 40R program as a "Highly Suitable Location."
<b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b>	Walkability, access to commercial uses, and environmental preservation.

## Section 4: Action Plan Timeline

### Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

### Description Area

Task

### Description Area

Start

### Description Area

Finish

### Short Answer

Evaluate existing 40R district within DHCD's compliance model.

Jul 01, 2023

Aug 31, 2023

### Short Answer

Hold Planning Board & Select Board meetings.

Sep 01, 2023

Nov 30, 2023

### Short Answer

Submit District Compliance application to DHCD.

Dec 01, 2023

Dec 31, 2023

### Short Answer

n/a

Dec 01, 2023

Dec 31, 2023

### Short Answer

n/a

Dec 01, 2023

Dec 31, 2023

### Short Answer

n/a

Dec 01, 2023

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Dec 31, 2023

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**Short Answer**

n/a

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**Short Answer**

n/a

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

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n/a

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Rockland

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 726

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Jennifer Constabler

**1.7a. Title** Assistant Town Administrator

**1.7b. Email Address** jconstable@rockland-ma.gov

**1.7c. Phone Number** (781) 871-1874 ext. 1898

**1.8 Please provide the name of the municipal CEO** Michael O'Loughlin

**1.8b Mailing address of municipal CEO** 242 Union St.  
Rockland, MA 02370

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**1.8c Email address of municipal CEO** mikeoselectman@gmail.com

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** The core team developing the multi-family zoning district includes the town's Land Use Counsel, 3A-TA provider (Judi Barrett), Assistant Town Administrator, Town Administrator, Planning Board and MAPC.

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town of Rockland has adopted a Housing Production Plan, which, to date, has seen the implementation of a number of recommended goals. They include the following: adoption of a 40R Smart Growth District; adoption of the Community Preservation Act; creation of opportunities to develop a more diverse housing stock to meet the needs of a changing demographic profile and encouraging affordable housing to achieve 10% SHI, specifically, town support for a Friendly 40B development to create 32 units of affordable senior housing; supporting CPA expenditure to support the conversion of ten market rate units to affordable units. The town has also adopted a Complete Streets policy as recommended in its HPP.

The Town works actively with its Council on Aging, Housing Authority, and Veteran's Agent to stay abreast of housing needs for its low to moderate and senior populations.

**2.2. Is this municipality currently working on any other planning for housing?**

No

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The Town of Rockland has an adopted 40R District, which complies and exceeds 30A-compliance. Adoption of the 40R District is explicitly included as a goal and action item in Rockland's Housing Production Plan. However, this existing district does not currently meet the 50 acre requirement for the following reasons: the total acreage in the district is 38 acres and two subdistricts are less than 5 acres each. As a result, the town will seek to expand its existing district to capture an additional ~28 acres contiguous to the existing district. Ultimately meeting the 50 acres requirement and the required unit build-out capacity.

The 40R district complies with density and affordability requirements, expanded it will also comply with unit build-out requirements. The district is Rockland's Downtown, adjacent to schools, transportation, employment opportunities, town services, and is walkable.

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**File** <https://massgov.formstack.com/admin/download/file/14064743732>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Important non-housing characteristics include access to public transportation. As an adjacent community, Rockland's proposed 3A district is located in its downtown, 40R district which includes an on-demand shuttle route.

Proximity to schools and services such as commercial and jobs are important considerations when considering the town's 3A zoning district.

Of paramount concern is infrastructure, water and sewer capacity first and then complete street amenities such as walkability and bike lanes. The town is currently under both water and sewer moratoriums due to significant capacity constraints.

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## Section 4: Action Plan Timeline

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

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**Description Area**

Task

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**Description Area**

Start

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<b>Description Area</b>	Finish
<b>Short Answer</b>	3A-TA/Public Outreach
	Feb 21, 2023
	May 31, 2023
<b>Short Answer</b>	Develop Proposed Zoning
	Apr 01, 2023
	Jun 14, 2023
<b>Short Answer</b>	Apply Compliance Model
	May 15, 2023
	May 31, 2023
<b>Short Answer</b>	Draft Final Zoning
	Apr 01, 2023
	Jul 07, 2023
<b>Short Answer</b>	Planning Board Hearings
	Sep 01, 2023
	Oct 16, 2023
<b>Short Answer</b>	Adopt Zoning -Town Meeting
	May 06, 2024
	May 06, 2024
<b>Short Answer</b>	Submit to DHCD
	May 07, 2024
	Dec 31, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Rockport
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	657
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Rockport Train Station
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Jason Shaw
<b>1.7a. Title</b>	Chairman, Rockport Planning Board
<b>1.7b. Email Address</b>	jshaw@rockportma.gov



<b>1.7c. Phone Number</b>	(518) 755-3766
<b>1.8 Please provide the name of the municipal CEO</b>	Mitchell Viera
<b>1.8b Mailing address of municipal CEO</b>	Rockport Town Hall, 34 Broadway Rockport, MA 01966
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Members of the Planning Board: Jason Shaw, Chair; Tom Mikus, Vice Chair, Peter Kuttner, Harry Korslund. Planning Board may also engage a consultant, but the selection process has not commenced.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	No
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Committee currently working on the creation of a Housing Trust

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> </ul>
<b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b>	<ul style="list-style-type: none"> <li>District boundaries</li> <li>Use schedule</li> <li>Dimensional regulations</li> <li>Parking requirements</li> </ul>

**Explanation:**

On May 16, 2022, at a special town meeting, town voters adopted a multifamily overlay district called the Transit Oriented Village Overlay District ("TOVOD"). This district overlays the Semi-Residential zoning district which is adjacent to the MBTA commuter rail station. The TOVOD was drafted with the assistance of MAPC. It is approximately 12.3 acres and could have up to 160 multifamily units that comply with the DHCD guidelines. A larger TOVOD in the Semi-Residential zone was limited by MBTA and town owned property as well as town watershed areas. Despite the TOVOD district's modest size, it was opposed by a significant number of voters. Had passage required more than a simple majority, it would have failed at town meeting. A petition opposing the district was filed with the AG on September 1. The town is still awaiting the AG's approval for the new district. There are no immediate plans to expand multifamily districts in the town. Any expansion would require a change to existing zoning.

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**File** <https://www.formstack.com/admin/download/file/13826775064>

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).** Rezoning the Residential District in Town to allow for Multifamily Housing as of Right.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?** Mixed use with commercial uses so that the district has a village feeling to it.

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**Section 4: Action Plan Timeline**

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**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

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**Description Area** Task

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**Description Area** Start

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**Description Area** Finish

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**Short Answer** Adopt TOVOD Multifamily zoning for 12.3 acres around train station.

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Jan 01, 2022

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May 16, 2022

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**Short Answer**

Review Existing zoning Districts to determine location of Multi-family zoning

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Jan 01, 2023

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Mar 30, 2023

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**Short Answer**

Develop Zoning for additional multifamily units

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Apr 01, 2023

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Jun 15, 2023

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**Short Answer**

Apply DHCD compliance model to new multifamily zoning

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Jun 15, 2023

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Jul 01, 2023

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**Short Answer**

Hold public hearings on proposed Multifamily Zoning

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Jul 01, 2023

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Jul 30, 2023

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**Short Answer**

Revision of Zoning District based upon results of public hearing

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Aug 01, 2023

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Aug 30, 2023

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**Short Answer**

Forward Multifamily Zoning to Select Board and recommend inclusion in Fall Town meet warrant

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Sep 01, 2023

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Sep 30, 2023

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**Short Answer**

Hold Fall Town Meeting for Vote on Multifamily Zoning inclusion in existing district

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Nov 01, 2023

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Nov 30, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The Compliance process fails to take into account the large amount of community opposition to such large areas to be zoned for Multifamily Housing. No matter what the good intentions, if the community does not support zoning changes, they will not pass, even with a simple majority vote. In Rockport's case, the foot dragging by the AG in approving the TOVOD zoning changes adopted in May hurts any future efforts at additional change. Your office should contact the AG's office about its inaction.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Rowley

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 601

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Rowley Train Depot (or Rowley Train Station)  
73 Railroad Avenue, Rowley  
Map 27, Lot 104

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Kirk Baker

**1.7a. Title** Rowley Town Planner

<b>1.7b. Email Address</b>	kirk.baker@townofrowley.org
<b>1.7c. Phone Number</b>	(978) 948-5549
<b>1.8 Please provide the name of the municipal CEO</b>	Bob Snow
<b>1.8b Mailing address of municipal CEO</b>	7 Saunders Lane Rowley, MA 01969
<b>1.8c Email address of municipal CEO</b>	devildog196949@msn.com
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Zoning Review Committee: Cliff Pierce (Chair), BOS member Christopher J. Thornton, Planning Board David F. Jaquith, Planning Board Thomas W. Heidgerd, Board of Appeals Karla Chaffee, Board of Appeals Ken Ward, Rowley Building Inspector Kirk Baker, Rowley Town Planner

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Amended Zoning Bylaw to created more flexibility in residential zoning for more affordable housing by requiring multifamily, OSRD, New England Village Development, and mixed-use commercial/multifamily development to have at least 10% affordable with option at the Board's discretion, to offer a cash donation to the Affordable Housing Trust.

Created more opportunities in residential zoning for housing to serve the needs of senior and disabled populations by approving a mixed-use, multifamily village housing development.

Other strategies:

- o Develop Model Guidelines for flexible multifamily development.
- o Promote Open Space Residential Development (OSRD) and Village style developments where appropriate.
- o Become an Age-Friendly region and promote zoning that accommodates the needs of an aging population.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

(1.) Created Affordable Housing Trust Fund (2.) Made affordable requirement applicable to various development types Multifamily, New England Village Development (NEVD), Retail Village Overlay District (RVOD) and for Open Space Residential Developments (OSRD) developments; (3.) Created two new Residential Village Overlay Districts (RVOD) which utilize multifamily mixed use development in along with having a 10% affordable requirement.

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### Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Two separate zoning districts are proposed.

The first directly abutting the Rowley MBTA station all located within a .5 mile radius of the station and consisting of 69.07 acres.

The second at the western extent of Route 133 on the north side of Haverhill Street consisting of 63.28 acres.

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**File** <https://massgov.formstack.com/admin/download/file/14062818190>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

- Water supply and quality
- Wetlands impacts
- The viability of private septic options
- Traffic Impact to the Railroad Avenue/1A/Jellison Road intersection.
- Connectivity of prospective multifamily developments via sidewalk and bikeways to the train station and to the Rowley downtown.
- Minimize impacts to established residential
- Design requirements to reflect the town character

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

May 01, 2023

Nov 01, 2023

**Short Answer**

Develop Zoning

Jun 01, 2023

Oct 31, 2023

**Short Answer**

Compliance modeling

Mar 01, 2023

Nov 30, 2023

**Short Answer**

Planning Board hearings

Nov 01, 2023



Mar 15, 2023

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**Short Answer**

Town Meeting to adopt compliant zoning

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May 05, 2024

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Oct 15, 2024

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**Short Answer**

Submit District Compliance App to DHCD

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Nov 01, 2024

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Dec 28, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Note on Contingency: If the compliance zoning were to fail at the Spring 2024 Town Meeting the Planning Board and Zoning Review Committee would consider whether amending the proposed zoning articles could yield a more favorable outcome and possibly try again at a Fall 2024 Special Town Meeting.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Salem
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	3052
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Salem MBTA Commuter Rail Station
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Amanda Chiancola
<b>1.7a. Title</b>	Deputy Director of Planning and Community Development
<b>1.7b. Email Address</b>	achiancola@salem.com

**1.7c. Phone Number** (978) 619-5685

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**1.8 Please provide the name of the municipal CEO** Robert McCarthy

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**1.8b Mailing address of municipal CEO** 93 Washington Street  
Salem, MA 01970

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**1.8c Email address of municipal CEO** rmccarthy@salem.com

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Tom Daniel, Planning Director

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Salem has a Housing Production Plan that established the following housing vision:

The Salem community sees housing as a human right and a fundamental aspect of life, liberty, and the pursuit of happiness.

We envision that our city will be an equitable place where:

- People of all backgrounds, means, genders, and ages are welcome
- People who work here, longtime residents, and newcomers can live here and thrive throughout the stages of their lives
- We celebrate our diverse stories and histories
- We protect the availability of affordable, secure, and stable homes

The Road Map's goals are organized in three categories:

- Overarching Goals are broad goals related to equitable access to housing and housing supply.
- Location Goals are related to housing production in specific areas of Salem.
- Sustainability and Design Goals are related to resilience and future climate change considerations.

From those goals there are 30 housing strategies. The strategies are grouped in four categories: stability, supply, municipal subsidy, and implementation capacity and outreach.

A. Stability - Recognize the dignity of housing – it's more than an investment vehicle - protect renters and naturally occurring affordable housing. This group of strategies focuses on how to stabilize rents and retain rental housing stock without making housing development infeasible.

B. Supply – Rents and home prices rise because of scarcity. Build enough homes to meet needs of a growing population. This group of strategies focuses on how to create more housing with sensitivity to impacts on vulnerable or historically oppressed populations.

C. Municipal Subsidy - Ensure everyone benefits from having a home in a stable community - supporting those who need additional assistance and providing subsidy to overcome market obstacles. This group of strategies focuses on generating and investing local funding as a tool to apply where subsidy and stability measures alone fall short.

D. Implementation Capacity & Outreach – to support the strategies in the three categories above, it is essential to have the local capacity including staff and other resources as well as an informed voting public to support initiatives.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

Implementation of the housing strategies identified in the housing production plan.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

As noted on the attached memo, the City of Salem requested the MHP team test the existing B-5 zoning district which regulates land in much of Salem's Downtown area to see if the district could comply with the 3A requirements as-is. In testing the existing zoning district, the MHP team notes the following positive attributes with the zoning and the overall district approach:

- Maximum six-story height provides ample height, particularly on smaller parcels, to generate unit capacity.
- Minimum lot size requirement of 2,000 square feet ensures most parcels are considered developable in the model and district.
- Floor area ratio of 3.0 provides flexibility particularly on smaller parcels.
- Reduced setback requirements create more space for the building footprint on parcels:
  - o Max Front setback: 0 feet
  - o Max Side setback: 5 feet
  - o Min Rear setback: 0 feet
- No open space requirement also helps maximize the building footprint (although the model uses a 20% open space figure to account for setbacks and open space).

The MHP team offers the following considerations as Salem moves forward with the application process and district compliance:

- Be aware of the impact the minimum lot area per dwelling unit (500 SF per unit) could have on unit capacity. It does not appear to negatively impact the district as it has been tested during this process, but if the district boundaries change/are reduced it could be a factor to watch.
- Be aware of the impact the maximum lot coverage per parcel of 50%. Again, it does not appear to negatively impact the district as it has been tested during this process, but if the district boundaries change/are reduced it could be a factor to watch.
- Lastly, although the flood plain district is not negatively impacting unit capacity as modeled during this process the City may wish to consider whether allowing housing in the flood plain is desirable.

Overall, the proposed zoning provided by the city is flexible and appropriate for a downtown, transit-oriented area. When we modeled the district, it does appear to meet the unit capacity threshold of 3,052 units. This may indicate Salem could consider applying using the B-5 district boundary and zoning as it stands today.

The compliance model is also attached for reference.

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<b>File</b>	<a href="https://massgov.formstack.com/admin/download/file/14055956786">https://massgov.formstack.com/admin/download/file/14055956786</a>
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<b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b>	Adaptive reuse, historic preservation, mixed use development, street tree canopy, multi-modal transportation.
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## Section 4: Action Plan Timeline

### Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

### Description Area

Task

### Description Area

Start

### Description Area

Finish

### Short Answer

NA

Jan 24, 2023

Jan 24, 2022

### Short Answer

NA

Jan 24, 2023

Jan 24, 2023

### Short Answer

NA

Jan 24, 2022

Jan 24, 2023

### Short Answer

NA

Jan 24, 2023

Jan 24, 2023

### Short Answer

NA

Jan 24, 2023

Jan 24, 2023

### Short Answer

NA

Jan 24, 2023

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Jan 24, 2023

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Salisbury

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 520

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Lisa Pearson

**1.7a. Title** Director of Planning and Development

**1.7b. Email Address** lpearson@salisburyma.gov

**1.7c. Phone Number** (978) 463-2266

**1.8 Please provide the name of the municipal CEO** Charles Pearson

<b>1.8b Mailing address of municipal CEO</b>	Takesian Salisbury, MA 01952
<b>1.8c Email address of municipal CEO</b>	bosadmin@salisburyma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Neil Harrington, Town Manager MVPC, Regional Planning Agency Consultant Adriane Marchand, Conservation Agent Marty Doggett, Planning Board Chair Deborah Rider, Planning Board Vice Chair Daniel Ruiz, Assistant Planner Board of Selectmen Member Scott Vandewalle, Building Inspector

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The Town has recently completed an 8 month updated of several sections of our master plan and we are currently working with MVPC on updating our Housing Production Plan and All hazards mitigation plan.  We have adopted Inclusionary Zoning and our Affordable Housing Trust meets monthly and is actively working on looking for land to support the development of affordable housing as well as working with developers to build affordable housing in town.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Updating our Housing Production Plan

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	a. An existing zoning district or districts that might already comply with the Section 3A Guidelines d. A new base zoning district or districts
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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The Beach Commercial and Beach Commercial Overlay districts are both possibly-compliant districts. These are the most dense and highly populated areas in Salisbury. They are also the beginning of our Municipal Bus service which goes to the Newburyport Train Station.

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

We are working on identifying areas with the MHP Technical Assistance Grant and working with MVPC as our consultant.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

It is important for commercial opportunities and connectivity to transportation and recreation.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

**Short Answer** Public Outreach

Sep 01, 2022

Oct 01, 2024

**Short Answer** Applying DHCD Compliance Model to test for density and unit capacity

Jan 03, 2023

Jun 30, 2023

**Short Answer**

Developing Zoning

Feb 01, 2023

Mar 01, 2024

**Short Answer**

Holding Planning Board Hearings

Mar 13, 2024

Mar 27, 2024

**Short Answer**

Holding legislative Sessions and adopt complaint zoning

May 20, 2024

Jun 01, 2024

**Short Answer**

Submit District Compliance application to DHCD

Nov 01, 2024

Nov 01, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Saugus

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 1130

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	River Works
<b>1.7. Please provide the name of the person filling out this form</b>	Christopher Reilly
<b>1.7a. Title</b>	Director of Planning & Economic Development
<b>1.7b. Email Address</b>	creilly@saugus-ma.gov
<b>1.7c. Phone Number</b>	(781) 231-4044
<b>1.8 Please provide the name of the municipal CEO</b>	Scott Crabtree
<b>1.8b Mailing address of municipal CEO</b>	Saugus Town Hall 298 Central Street Saugus, MA 01906
<b>1.8c Email address of municipal CEO</b>	scrabtree@saugus-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Saugus Planning Board, Saugus Town Manager, Saugus town counsel (John Vasapolli, Esq.) and special town counsel (Jesse D. Schomer, Esq.), outside technical consultant (MHP funded). Others TBD.

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Saugus Housing Production Plan, approved by DHCD, dated December 2016
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Updating approved HPP

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## Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts
- e. Other zoning strategy

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Use schedule  
Other: Procedural requirements TBD

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**Explanation:**

The Town of Saugus is exploring opportunities to rezone all or part of existing zoning districts in appropriate locations for multifamily housing. It is anticipated that this will include determination of the extent of such rezoning and modifying existing procedural and use regulations to comport with Section 3A's requirement for by-right zoning.

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Town of Saugus will explore locations for potential rezoning to create a new 40R or other zoning overlay district(s) if/as needed, depending on the outcome of efforts relative to 3.1b.

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The Town of Saugus will explore locations for potential rezoning to create a new zoning district(s) if/as needed, depending on the outcome of efforts relative to 3.1b.

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**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

The Town of Saugus is assessing existing approved development projects and known "pipeline" projects in its assessment of appropriate locations for efforts associated with 3.1b, 3.1c, and 3.1d.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Consistency with existing zoning and neighborhoods, and adequacy of municipal infrastructure.

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## **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Technical assistance
	Dec 15, 2022
	Jun 01, 2022
<b>Short Answer</b>	Develop zoning
	Mar 01, 2023
	Feb 01, 2024
<b>Short Answer</b>	Planning Bd. Meetings
	Oct 01, 2023
	May 01, 2024
<b>Short Answer</b>	Public outreach
	Oct 01, 2023
	Feb 01, 2024
<b>Short Answer</b>	Compliance Modelling
	Mar 01, 2024
	May 01, 2024
<b>Short Answer</b>	Adoption of Zoning
	May 01, 2024
	Jun 01, 2024



Short Answer

Compliance Application

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Jun 01, 2024

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Aug 01, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

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Effective date of rezoning: December 31, 2024.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Scituate

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 1239

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** North Scituate Station and Greenbush Station

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Karen Joseph

**1.7a. Title** Town Planner

**1.7b. Email Address** kjoseph@scituatema.gov

<b>1.7c. Phone Number</b>	(781) 545-8730
<b>1.8 Please provide the name of the municipal CEO</b>	James Boudreau
<b>1.8b Mailing address of municipal CEO</b>	600 Chief Justice Cushing Highway Scituate, MA 02066
<b>1.8c Email address of municipal CEO</b>	jboudreau@scituatema.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Municipal Staff, Planning Board, MAPC

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The Town has proactively developed planning and regulatory strategies and goals that have been completed including the adoption of inclusionary zoning, new zoning for North Scituate through a form-based Village Center and Neighborhood District that is transit oriented with mixed-use and multi-family near the North Scituate Commuter rail station; new zoning for Greenbush through a form-based Village Center and Neighborhood District that is transit oriented with mixed-use and multi-family near the Greenbush commuter rail station. Mixed-use and Multi-family projects in Greenbush are under construction and in the permitting phase. It is extremely important to achieve these goals that capacity building strategies for sewer and water infrastructure need to be developed to support greater density zoning with the existing limited resources.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>a. An existing zoning district or districts that might already comply with the Section 3A Guidelines</li> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> </ul>
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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Village Center and Neighborhood District, Greenbush-Driftway Gateway District - New Driftway Transit Village (VCN-GDG-NDTV) is zoned for 16 units/acre by right, 36 by special permit and is comprised of 12.7 acres that lies within the 1/2 mile radius of the commuter rail station(Greenbush) and has a unit capacity of 145 units. This District has a Pedestrian Frontage Zone which ultimately disqualifies the District from compliance; this defies the face of good planning.

Village Center and Neighborhood District, North Scituate Village Center - Outer District (VCN-NSV-OV) is zoned for 15 units/acre by right, 24 by special permit and is comprised of 21.5 acres that lies within the 1/2 mile radius of the commuter rail station(North Scituate) and has a unit capacity of 465.

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**File** <https://massgov.formstack.com/admin/download/file/14092774226>

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Other: Density

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**Explanation:** Boundaries may need to change as some districts are split between parcels versus property lines. By right density may need to increase.

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**File** <https://massgov.formstack.com/admin/download/file/14092774229>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Non-housing characteristics considered for 3A zoning district include walkability; parking, access and screening; site landscaping; public utilities; transit-oriented development; sustainability; open space, pedestrian environment; street retail/commercial spaces and bicycle storage, poorly draining soils, saltmarsh and flood plains, wetlands, Zone A and Zone II areas, available developable land area, and mixed-use to use the existing commuter rail station areas.

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## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

Description Area	Task
Description Area	Start
Description Area	Finish
Short Answer	Apply DHCD compliance model to test density and unity capacity
	Nov 30, 2022
	Oct 31, 2024
Short Answer	Modify the Village Center and Neighborhood District
	Feb 01, 2023
	Oct 31, 2024
Short Answer	Workshops, Planning Board Hearings
	Jul 01, 2023
	Sep 30, 2024
Short Answer	Town Meeting to adopt compliant zoning
	Mar 01, 2023
	Oct 31, 2024
Short Answer	Submit Compliance Application to DHCD
	Oct 01, 2023
	Dec 31, 2024
Short Answer	Implement new zoning changes
	Oct 31, 2024
	Jan 31, 2025
<p><b>If there is any other feedback you would like to share about the compliance process, please use this space to provide it.</b></p>	<p>The compliance model came out at the end of November and we immediately started inputting data. DHCD has been unresponsive to emails on the models as our Town has sent multiple emails, the lack of assistance when facing a deadline has been very frustrating. The density of the zoned development is problematic for our community as strategies for water and sewer infrastructure need to be developed and supported with State resources in order to support greater densities with limited existing resources, poorly draining soils, saltmarsh and flood plain, wetlands, Zone A and Zone II areas. The Town cannot create more developable land area.</p>

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Seekonk

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** John Aubin

**1.7a. Title** Town Planner

**1.7b. Email Address** jaubin@seekonk-ma.gov

**1.7c. Phone Number** (508) 336-2962

**1.8 Please provide the name of the municipal CEO** Shawn Cadime

**1.8b Mailing address of municipal CEO** Seekonk Town Hall  
100 Peck Street  
SEEKONK, MA 02771

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**1.8c Email address of municipal CEO** scadime@seekonk-ma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

Seekonk board of Selectmen:  
Justin Sullivan, Chair  
David Andrade  
Michael Healy  
Chris Zora  
Adam Petronio

Seekonk Planning Board:  
David Sullivan, Chair  
Sandra Foulkes  
Phoebe Dunn  
Bruce Hoch  
Peter Aguiar  
Dave Roderrick  
Sandra Escaler

Southeast Regional Planning and Economic Development District

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Both the Economic Development and Land Use elements call for and support coordinated planning and streetscape/ infrastructure improvement efforts along the Route 6 corridor and support in fill development. The Economic Development element specifically calls for a review of the Town's multifamily zoning provisions while the Land Use element specifically calls for transformative development and initiatives in this area as well. Additionally, the Town is in the process of developing a Housing Production Plan in coordination with the regional planning agency, SRPEDD that will further explore, support and develop the above identified goals and strategies.

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

Currently working with SRPEDD to develop a Housing Production Plan via the District Local Technical Assistance Program

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Other: Allowable Density and minimum site requirements will need to be adjusted

**Explanation:**

The boundary, density, and minimum requirements of the existing Multi-family Development District will need to be updated to reflect MBTA community requirements.

**File**

<https://massgov.formstack.com/admin/download/file/14132038798>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Areas that have been preliminarily discussed for Multifamily Zoning have been identified based on existing development patterns proximity to services and retail businesses and are also the focus of ongoing analysis of streetscape, pedestrian/ bicycle infrastructure improvements. Additional areas with existing "legacy" but legally existing non-conforming multifamily land use, currently zoned for single family residential development, may be considered for inclusion in the district (subject to the 5 acre district minimum). Also mixed-use development is a goal and focus of current planning efforts along the Route 6 commercial corridor. The lack of a public wastewater treatment system in Seekonk or access to such a system in adjoining communities maybe a challenge in multifamily development in Seekonk. It should also be noted that the Seekonk Water District is not part of the municipal government but a separate tax district.

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### **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Feb 15, 2023
	May 15, 2023
<b>Short Answer</b>	Develop Zoning
	May 15, 2023
	Sep 30, 2023
<b>Short Answer</b>	Apply DHCD Compliance Model
	Oct 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Preliminary Planning Board adoption hearings
	Jan 01, 2024
	Feb 29, 2024
<b>Short Answer</b>	Formal Zoning Adoption
	Mar 01, 2024
	Jun 30, 2024
<b>Short Answer</b>	Submit district compliance application to DHCD
	Jul 01, 2024
	Dec 31, 2024

**Short Answer**

Complete HPP

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Jan 01, 2023

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Jun 30, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Sharon

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 987

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Sharon Station (Providence/Stoughton Commuter Rail Line)

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Peter O'Cain

**1.7a. Title** Town Engineer

**1.7b. Email Address** pocain@townofsharon.org

<b>1.7c. Phone Number</b>	(781) 784-1525 ext. 2316
<b>1.8 Please provide the name of the municipal CEO</b>	Frederic Turkington
<b>1.8b Mailing address of municipal CEO</b>	90 South Main Street Sharon, MA 02067
<b>1.8c Email address of municipal CEO</b>	fturkington@townofsharon.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Peter O'Cain, Town Engineer Sonal Pai, Engineering/Planning Specialist April Forsman, GIS Coordinator Sharon Planning Board
	We have also applied for the 3A-TA program and we expect to be able to be paired up with a consultant who will be providing additional support.

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>The Town of Sharon underwent a major zoning recodification in 2021/2022 to modernize our zoning language, and make it compliant with our Master Plan and HPP goals. Our new zoning language allows for accessory dwelling units by-right, in an effort to allow residents to age in place and provide more affordable and varied housing stock; we now allow senior housing developments of varying sizes in any district by special permit. This will allow us to better accommodate the housing needs of the elderly (we formerly only allowed for assisted-living); we also now allow for better flexible housing developments, which have an affordability component. Incorporating the MBTA zoning requirements will be the next step towards meeting our goal to have a more varied housing stock, with the added benefit of being transit-oriented.</p> <p>It is worth noting that our MBTA-compliant language and district boundary map are almost finalized, and will go to Town Meeting in Spring of 2024.</p>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

### Section 3: Preliminary Zoning Strategies

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3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines

3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.

District boundaries  
Use schedule  
Dimensional regulations

Explanation:

The district boundaries of our Mixed-Use Overlay District need to be expanded to cover a larger area. We have changed multi-family as allowed by special permit to being allowed by-right. We have also added mixed-use and commercial uses to be allowed in the district to ensure the multi-family area will be more usable and walkable.

File

<https://massgov.formstack.com/admin/download/file/13966538808>

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

The Town of Sharon lacks a municipal sewer, therefore, all developments will need to have sufficient on-site wastewater capacity. This significantly impacts how dense developments can be, and while we allow for 15 units per acre, their construction is technically difficult to attain due to our lack of sewer infrastructure.

### Section 4: Action Plan Timeline

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Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

Description Area

Task

Description Area

Start

Description Area

Finish

Short Answer

Public Outreach

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Jan 01, 2023

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Jan 31, 2023

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**Short Answer**

Developing Zoning

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Feb 01, 2023

---

Mar 31, 2023

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**Short Answer**

Applying DHCD's compliance model to test for density and unit capacity

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Feb 01, 2023

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Mar 31, 2023

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**Short Answer**

Holding planning board hearings

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Apr 01, 2023

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May 31, 2023

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**Short Answer**

Holding legislative sessions and adopt compliant zoning

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Jun 01, 2023

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Jul 31, 2023

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**Short Answer**

Submit District Compliance application to DHCD

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Aug 01, 2023

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Sep 30, 2023

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Sep 30, 2023

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Sherborn

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 78

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Gino Carlucci

**1.7a. Title** Town Planner

**1.7b. Email Address** planning@sherbornma.org

**1.7c. Phone Number** (508) 651-7855

**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

Planning Board Chair and representatives of the Select Board and Housing Trust, as well as the Planning Board as a whole .Possibly outside assistance as well.

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Sherborn just updated its HPP in June which identified the following needs: are:

- A more diverse housing stock, including multi-family homes and barrier-free housing, with reduced maintenance requirements, at all market levels to help seniors stay in town
- Rental apartments, including accessory apartments and multi-family homes, at all market levels including for households with up to 80 percent of the area median income
- More affordable homeownership options including small cottage-style homes in cluster developments, condominiums, and townhouses.

The 2019 Master Plan also includes a guiding principal and goal to increase the diversity of housing options to accommodate people of all ages and economic resources.

As noted below, the Town has rezoned an area for multifamily age-restricted development and has granted comprehensive permits for projects near the Town Center and near access to abutting communities' water and sewer service.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

The Town has initiated discussions with neighboring municipalities on establishing Intermunicipal Agreements to connect to their municipal water and sewer systems to support housing development near their borders. We also have established a Housing Trust whose work is in its early stages. connecting to

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## **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

---

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Sherborn is considering 2 areas for potential districts (possible 40R, or overlay but could be base district). The primary one is the Town Center area. There are vacant/underdeveloped parcels there. Exact boundaries have not been determined yet. The second area is off Coolidge Street in the area where a comprehensive permit and a zoning change have already been approved but the developers have paused or withdrawn those projects. Intermunicipal agreements with the abutting municipalities for public water and sewer service is likely needed for development of the density envisioned and work on those agreements is continuing. Again, specific boundaries have not been determined. In both cases, specific boundaries may depend on outside assistance and/or use of the compliance tool.

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Sherborn is considering 2 areas for potential districts. The primary one is the Town Center area. There are vacant/underdeveloped parcels there. Exact boundaries have not been determined yet. The second area is off Coolidge Street in the area where a comprehensive permit and a zoning change have already been approved but the developers have paused or withdrawn those projects. Intermunicipal agreements with the abutting municipalities for public water and sewer service is likely needed for development of the density envisioned and work on those agreements is continuing. Again, specific boundaries have not been determined. In both cases, specific boundaries may depend on outside assistance and/or use of the compliance tool.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Rural character is always a key characteristic for Sherborn, but walkability, bike lanes and accessibility are highly valued as well. At the Town Center district, mixed uses would be a prominent component as well. As mentioned above, municipal water and sewer service are likely necessary for the Coolidge Street area and the Town has undertaken studies for a small water and/or sewer district in the Town Center area as well.

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## **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Outreach
	May 01, 2023
	Apr 30, 2024
<b>Short Answer</b>	Develop zoning district
	Jan 02, 2023
	Dec 29, 2023
<b>Short Answer</b>	Apply compliance model
	Sep 01, 2023
	Dec 29, 2023
<b>Short Answer</b>	Planning Board hearings
	Feb 01, 2024
	Mar 29, 2024
<b>Short Answer</b>	Annual Town Meeting
	Apr 23, 2024
	Apr 25, 2024
<b>Short Answer</b>	Submit to DHCD
	May 01, 2024
	May 31, 2024

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

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Since our deadline as an Adjacent Small Town is December 2025, we are targeting April 2024 for Town Meeting in order to provide a buffer to try again in April 2025 if we are not successful the first time.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Shirley
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	650
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Shirley Station
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Michael McGovern
<b>1.7a. Title</b>	Town Administrator
<b>1.7b. Email Address</b>	mmcgovern@shirley-ma.gov

<b>1.7c. Phone Number</b>	(978) 425-2600 ext. 200
<b>1.8 Please provide the name of the municipal CEO</b>	Michael McGovern
<b>1.8b Mailing address of municipal CEO</b>	7 Keady Way Shirley, MA 01464
<b>1.8c Email address of municipal CEO</b>	mmcgovern@shirley-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Planning Board Housing Committee Montachusetts Regional Planning Commission Select Board Town Administrator

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>The Town of Shirley established housing-related goals, strategies, plans, or policies include:</p> <ul style="list-style-type: none"> <li>• Shirley Housing Production Plan 2021-2026 <ul style="list-style-type: none"> <li>o Encourage a diversity of housing types for a range of income levels, age, and tenure (ownership and rental).</li> <li>o Strive for annual numerical targets for affordable housing, allowing the town more control over 40B applications.</li> <li>o Encourage Smart Growth development principles to balance housing need production with preserving rural character.</li> <li>o Monitor and preserve existing affordable units from expiring deed restrictions.</li> <li>o Collaborate with private entities (for-profit and non-profit).</li> <li>o Pursue available public resources and grants.</li> <li>o Promote outreach and education to the community on affordable housing goals and strategies to build support for local initiatives.</li> </ul> </li> <li>• Shirley Master Plan 2018 <ul style="list-style-type: none"> <li>o Maintain and improve the condition of the existing housing stock.</li> <li>o Increase and expand the range of housing types.</li> <li>o Promote the use of Smart Growth tools and State and Federal grants to enhance housing and preserve the character of the community.</li> </ul> </li> </ul>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes

**2.2a. Please briefly describe the housing work underway.**

The Town of Shirley ongoing housing-related planning activities include:

- Town of Shirley 40R Smart Growth Feasibility Study
- Multi-Family Housing Zoning Bylaw o Site Plan Review ? All multi-family housing is subject to Site Plan Review o Maximum Density o Affordable Housing Requirement o Minimum Design Standards o Multi-Family currently allowed by special permit in the R-3, Village Business, Mixed Use, and Commercial zoning districts.
- Shirley Meadows Expansion (Hospital Road)
- 40B Townhouse Project at Shirley Station (Benjamin Road) o 48 units (12 affordable)

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- c. A new 40R or other overlay zoning district
  - d. A new base zoning district or districts
- 

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Town of Shirley intends to utilize the following Zoning Strategy(s):

- New 40R Smart Growth overlay district
- Additional Multi-Family Housing overlay district(s)

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

3.1.1 Description of Intended Zoning District and Related Compliance Factors:

The Town of Shirley intends to create multiple overlay districts, including a new 40R Smart Growth overlay district located within a half mile of its MBTA Commuter Rail Station. Based on Shirley's requirements for compliance, a minimum of 40% of their required multi-family units will be located in the 40R. The district surrounding the commuter rail station has been given the most consideration at the time of writing. 70 parcels within Shirley's station area have been considered. The Town of Shirley will work with the Montachusett Regional Planning Commission to review these parcels and create potential district areas using the DHCD Compliance Model starting as early as March 2023. Once the district located within Shirley's MBTA station area is determined further review will be conducted to determine additional districts outside of the station area. These districts will account for the remaining multi-family units Shirley is required to zone for to be compliant.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

There are many non-housing characteristics that may be important to the overall livability or safe, convenient, effective function of an MBTA Communities Multi-Family Zoning District. This section provides an opportunity for this community to consider the incorporation or encouragement of such characteristics into its 3A Zoning District. Important or relevant "livability" characteristics of a transit-oriented multi-family zoning district may include features or characteristics common to the concepts or design of Complete Neighborhoods, Complete Streets, Bikeability, Age-Friendly Communities, Green Communities, Smart Growth, Sustainable Development Principals, Strong Towns, etc. With consideration of the need, importance, and compatibility of such factors within the proposed 3A-compliant Zoning District to be established by The Town of Shirley, several important characteristics of such a zone are listed below:

- Access to town sewer and water
- Proximity to town population center
- Proximity/Walkability to schools
- Proximity to Town Offices and other public services (e.g., library)
- Proximity to recreational areas & open space
- Proximity to mass transit & major highways
- Connectivity for pedestrian and bicycles
- Minimize negative environmental impacts
- Minimize negative traffic impacts
- Enhance vehicle and pedestrian safety

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**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

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**Description Area**

Task

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**Description Area**

Start

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**Description Area**

Finish

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**Short Answer**

Public Outreach

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Jun 01, 2023

---

Oct 31, 2024

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**Short Answer**

Developing Zoning

---

Jul 01, 2023

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Oct 31, 2024

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**Short Answer**

Applying DHCD Compliance Model to test for density and unit capacity

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Mar 01, 2023

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Dec 31, 2023

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**Short Answer**

Holding Planning Board Hearings

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Aug 01, 2024

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Oct 31, 2024

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**Short Answer**

Holding Legislative Sessions and Adopting Compliant Zoning  
(Presentation to Select Board and Town Meeting Vote)

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Nov 01, 2024

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Nov 30, 2024

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**Short Answer**

Submitting District Compliance Application to DHCD

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Nov 01, 2024

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Dec 31, 2024

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Shrewsbury
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<b>1.2. Community Category</b>	Adjacent community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	1497
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	Yes
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<b>Description Area</b>	Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".
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<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Grafton Station, Westborough Station
<b>1.7. Please provide the name of the person filling out this form</b>	Christopher McGoldrick
<b>1.7a. Title</b>	Director of Planning and Economic Development
<b>1.7b. Email Address</b>	cmcgoldrick@shrewsburyma.gov
<b>1.7c. Phone Number</b>	(508) 841-8512
<b>1.8 Please provide the name of the municipal CEO</b>	Kevin Mizikar
<b>1.8b Mailing address of municipal CEO</b>	100 Maple Avenue Shrewsbury, MA 01545
<b>1.8c Email address of municipal CEO</b>	kmizikar@shrewsburyma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Jeff Howland, Director of DPW Andy Truman, Town Engineer Rowen McAllister, Assistant Town Planner Louise O'Neill, Assistant Town Planner

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The Town of Shrewsbury has an active Housing Production Plan and Master Plan. The Shrewsbury Affordable Housing Trust is a newly form group working on the creation and preservation of housing.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Affordable Housing Trust Action Plan

## Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Town is reviewing potential base and overlay zones along the Route 9 and Route 20 corridors as well as potential zones in relative proximity to the Grafton and Westborough stations. The Town will further evaluate potential zones through development of a Local Action Plan.

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The Town is reviewing potential base and overlay zones along the Route 9 and Route 20 corridors as well as potential zones in relative proximity to the Grafton and Westborough stations. The Town will further evaluate potential zones through development of a Local Action Plan.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The Town is interested in situating this district near community and commercial amenities. These areas have increased walkability, public transit connections, and municipal services.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Jan 30, 2023

Dec 30, 2024

**Short Answer**

Developing Zoning

Jan 30, 2023

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Dec 30, 2023

---

**Short Answer**

Apply DHCD Compliance Model

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Jun 30, 2023

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Dec 30, 2023

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**Short Answer**

Hold Planning Board Hearings

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Jan 31, 2024

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Apr 30, 2024

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**Short Answer**

Hold Legislative Session to Adopt

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May 01, 2024

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Oct 31, 2024

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**Short Answer**

Submit District Compliance

---

Oct 31, 2024

---

Dec 31, 2024

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Somerville
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<b>1.2. Community Category</b>	Rapid transit community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	9067
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	Yes
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<b>1.4a. Please list MBTA rapid transit stations that are located within this municipality's boundaries</b>	Davis, Assembly, Union, East Somerville, Gilman, Magoun
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
--	----

<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	Yes
--	-----

<b>Description Area</b>	Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".
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<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Porter, Sullivan Square, Lechmere, Ball Square, Tufts
<b>1.7. Please provide the name of the person filling out this form</b>	Dan Bartman
<b>1.7a. Title</b>	Deputy Director of Planning, Preservation & Zoning
<b>1.7b. Email Address</b>	dbartman@somervillema.gov
<b>1.7c. Phone Number</b>	(617) 625-6600 ext. 2543
<b>1.8 Please provide the name of the municipal CEO</b>	Katjana Ballantyne
<b>1.8b Mailing address of municipal CEO</b>	93 Highland Ave Somerville, MA 02143
<b>1.8c Email address of municipal CEO</b>	mayor@somervillema.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Staff from the Office of Strategic Planning & Community Development will be the core team members. At this time, it is not anticipated that outside consultants will be used.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>The City developed a Housing Needs Assessment in 2021 which reviewed the demographic profile of households in Somerville, and analyzed the supply and demand of housing in the community. It also considered the potential impacts of housing policies that Somerville currently has in place (e.g., inclusionary zoning requirements). (Link to document: <a href="https://s3.amazonaws.com/somervillema.gov.if-us-east-1/s3fs-public/housing-needs-assessment-2021.pdf">https://s3.amazonaws.com/somervillema.gov.if-us-east-1/s3fs-public/housing-needs-assessment-2021.pdf</a>)</p> <p>The City also adopted a Comprehensive Plan update in 2021 that has a topic chapter dedicated to Housing. That Plan set a goal of having 20% of the City's housing stock be affordable by 2040. (Link to document: <a href="https://www.somervision2040.com/wp-content/uploads/sites/3/2021/10/SomerVision-2040-Adopted.pdf">https://www.somervision2040.com/wp-content/uploads/sites/3/2021/10/SomerVision-2040-Adopted.pdf</a>)</p>

2.2. Is this municipality currently working on any other planning for housing?

No

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### Section 3: Preliminary Zoning Strategies

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3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

c. A new 40R or other overlay zoning district

3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).

There is a group of sites near the Assembly Square T stop that may be an ideal place to put an overlay district. It is ~31 acres and has been identified by the City's Comprehensive Master Plan as somewhere that should be completely transformed into a new neighborhood. There is some development already happening in the area, and having an overlay district that allows housing by-right would be compatible with the planned trajectory of the neighborhood.

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

The most important non-housing characteristics are promoting walkability, both by encouraging mixed-use development (especially with retail spaces on the ground floor) and limiting the amount of land area parking consumes near transit stops.

Also, our current zoning ordinance is a Form Based Code (FBC) that does not use the same types of regulations that the Compliance Model anticipates. Ideally, the 3A district would be a FBC that is consistent with the rest of the Ordinance, but that may not be possible. It will be important to consider how FBC and non-FBC standards will interact.

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### Section 4: Action Plan Timeline

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Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

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Description Area

Task

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Description Area

Start

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<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach
	Mar 01, 2023
	May 01, 2023
<b>Short Answer</b>	Developing zoning
	Apr 01, 2023
	Jun 01, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Apr 01, 2023
	Jun 01, 2023
<b>Short Answer</b>	Holding planning board hearings
	Aug 01, 2023
	Aug 31, 2023
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning
	Sep 01, 2023
	Sep 01, 2023
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Oct 01, 2023
	Oct 31, 2023



## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Southborough

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Southborough Commuter Line

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Colleen Stansfield

**1.7a. Title** Planning Business Administrator

**1.7b. Email Address** cstansfield@southboroughma.com

<b>1.7c. Phone Number</b>	(508) 485-0710
<b>1.8 Please provide the name of the municipal CEO</b>	Mark Purple
<b>1.8b Mailing address of municipal CEO</b>	17 Common Street Southborough, MA 01772
<b>1.8c Email address of municipal CEO</b>	mpurple@southboroughma.com
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The Planning Board and Planning Department staff will be doing the heavy lifting on this initiative. We also have the Southborough Housing Opportunities Partnership Committee (SHOPC) that has continued to discuss the new legislation since its inception. Planning and SHOPC will be working collaboratively to develop a plan for Southborough. Municipal Staff has educated themselves, engaged DHCD for assistance and provided support. Town Counsel has also weighed in.

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Southborough is dedicated to housing production. in 2019 the Town published an updated Housing Production Plan. SHOPC took the lead working with a consultant to complete the plan. Once complete, SHOPC successfully won an a grant to support implementation of the plan by creating a 5 year spending strategy for the Affordable Housing Trust Fund. in 2021 the Town Published a Master Plan outlining additional housing goals and strategies. Assessing the Town's zoning and increasing affordable housing have been common objectives within these documents.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	SHOPC Created a subcommittee to assess the redevelopment of the former South Union School building into affordable housing. It is currently used for Town Offices.

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## Section 3: Preliminary Zoning Strategies

3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

c. A new 40R or other overlay zoning district

3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).

When the new legislation was passed, Southborough drafted a few potential shapes for the district. These drafts were created before the final requirements were released. SHOPC and the Planning Board are looking at some alternative sites now that only 20% of the overall 50 acres needs to be within the .5 miles of the train station. one location being discussed is along route 9, vacant commercial buildings with existing infrastructure might be a good fit for high density development. Southborough does NOT have city water or sewer.

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

Southborough is proud of its rural aesthetics of street trees and historic stone walls, along with green spaces, community gathering space and the New England charm throughout the Town. Southborough is active in preserving open space and historic buildings.

## Section 4: Action Plan Timeline

Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

Description Area

Task

Description Area

Start

Description Area

Finish

Short Answer

identify potential areas for 3A Zoning

Dec 12, 2022

Feb 06, 2023

Short Answer

Public outreach including Planning Board ongoing discussion item on their agenda.

Nov 07, 2022

Mar 25, 2024

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**Short Answer**

create maps of possible districts

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Mar 01, 2023

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Apr 01, 2023

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**Short Answer**

conduct townwide survey

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May 01, 2023

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Jun 01, 2023

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**Short Answer**

create a working group

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Jan 01, 2023

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Jan 01, 2024

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**Short Answer**

Draft multi-family by-right bylaw / warrant article

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Jul 01, 2023

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Jan 01, 2024

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**Short Answer**

present at Town Meeting

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Mar 23, 2024

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Mar 23, 2024

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**Short Answer**

if needed, present at Special Town Meeting

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Oct 15, 2024

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Oct 15, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Sterling

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 156

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Stephen Wallace

**1.7a. Title** Town Planner

**1.7b. Email Address** swallace@sterling-ma.gov

**1.7c. Phone Number** (978) 422-8111 ext. 2320

**1.8 Please provide the name of the municipal CEO** William Caldwell

**1.8b Mailing address of municipal CEO** 1 Park Street  
Butterick Municipal Building  
Sterling, MA 01564

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**1.8c Email address of municipal CEO** bcaldwell@sterling-ma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

- ? Stephen Wallace, Town Planner
- ? Debbie Dreyer, Town Assessor's Office
- ? Sterling Planning Board
- ? Montachusett Regional Planning Commission

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

? Goals from Sterling Housing Production Plan (2019):  
Meet local needs across the full range of incomes, sustaining social and economic diversity and promoting the stability of individuals and families in Sterling.

- Maintain Sterling's small-town, rural character and ensure that new housing creation is harmonious with the existing community.
- Provide a wider range of housing alternatives and types to reflect community needs.
- Leverage other public and private resources to the greatest extent possible.
- Strive to meet the 10% state standard for affordable housing.
- Preserve the existing affordable stock to the greatest extent possible.
- Promote outreach and education to the community to provide information on affordable housing and to engage residents in local initiatives.
- Promote smart growth development.

? Goals from Sterling Master Plan (June 2022):

? Meet local needs across the full range of incomes, sustaining social and economic diversity and promoting the stability of individuals and families in Sterling.

? Maintain Sterling's small-town, rural character and ensure that new housing creation is harmonious with the existing community.

? Provide a wider range of housing alternatives and types to reflect community needs.

? Leverage other public and private resources to the greatest extent possible.

? Strive to meet the 10% state standard for affordable housing.

? Preserve the existing affordable stock to the greatest extent possible.

? Promote outreach and education to the community to provide information on affordable housing and to engage residents in local initiatives.

? Promote smart growth development.

? Promote sustainability through zoning bylaws, building design requirements and low im-pact design for housing over a certain size.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

? Town Planner is reviewing all Town-owned properties for their suitability to accommodate senior housing projects.

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## **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

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c. A new 40R or other overlay zoning district



**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Town of Sterling intends to create a new Multi-family Housing Overlay Zoning District in the north of Town near the Northgate Meadows 40B project (currently under construction) along our shared border with Leominster. While Sterling does not have municipal sewer, Leominster's municipal sewer was extended into Sterling to service the Northgate 40B project. As you can see from the attached municipal sewer agreement between Leominster and Sterling, the Leominster sewer line has the capacity to handle 227,209 gallons of wastewater per day, of which 42,240 gpd is reserved for the Northgate 40B project at full buildout. Creating a new multi-family housing overlay district that is in close proximity to the Northgate 40B project will allow Sterling the possibility of extending the Leominster sewer line to service the new overlay district. Any other location in Sterling would be less feasible due to the lack of public sewer infrastructure.

In terms of municipal water, Sterling provides water to the Northgate 40B project from an 8-inch water line that extends along North Row Road. For Northgate, the water line runs along an easement located on the western side of Parcel 23-5. Sterling's DPW has existing concerns about the ability of that line to serve water to a complex as large as Northgate, particularly with required fire flows. If there were another 150+ units to be installed off the same water line, the Town would require that line be looped through to a redundant source (for example a second feed from Leominster Road through an easement). Doing this will help with flows, and also gives a redundant source to a complex that contains that many units.

The new overlay district will include a group of contiguous parcels that are currently undeveloped: 43 North Row Road (tax map 23, parcel 6; 13.7-acres), 57 North Row Road (tax map 23, parcel 5; 15-acres), and 71 North Row Road (tax map 23, parcel 3; 59.45-acres). As noted above, the proposed potential district will be adjacent to, and may also include the subject parcel (map 23, parcel 18; 17.76-acres) of an existing 40B development, Northgate Meadows, which is located in Sterling (on the Town line of adjacent Leominster) and accessed via Research Drive in Leominster. Taken together these parcels will create an Overlay District that is approximately 105.91 acres in size, a land-area that is fully anticipated to be able to accommodate the 156 multi-family housing units required of Sterling.

The district would also be directly adjacent to North Row Road which is on the Montachusett Regional Transit Area (MART) bus line (Route #9 with direct connection to Route #2). The MART Route #9 and #2 bus line provides direct, affordable public transit to many important commercial, industrial, dining, and other community locations, places of employment, and public services in Fitchburg and Leominster, including: Registry of Motor Vehicles, Reliant Medical Center, Walmart, Lowes, Aldis's Supermarket, Jytek Business Park, Johnny Appleseed Plaza, Water-Tower Plaza, Leominster Hospital/Health Alliance and associated professional medical offices, BJ's Wholesale, Double Tree by Hilton Hotel, Quest Diagnostics, Marshalls & Homegoods, Monument Square/Downtown Leominster (with many shops, restaurants, business offices, and other public amenities including the Public Library). In addition, and most

importantly, MART Bus Lines #2 and #9 are the primary lines providing connection to all other public bus routes in Leominster and Fitchburg via direct connections at Monument Square/Downtown Leominster (transfers to Routes #1, #3, and #8), and the MART/MBTA Intermodal Station in Downtown Fitchburg (transfers to Routes #4, #5, #6, #7, and #11), which is also the Fitchburg MBTA Commuter Rail Station on the Fitchburg Line providing access to Boston and all points between to the east and Wachusett Station to the West with public transit van service to Gardner and Wachusett Mountain.

Creation of this MBTA 3A Zoning District would result in the first such direct public transit connection to Leominster and Fitchburg, and the MBTA Commuter Rail for the Town of Sterling and potential residents of this proposed new multi-family housing district.

The Town Planner will work with the Montachusett Regional Planning Commission (MRPC) to run the DHCD Compliance Model on these properties before finalizing the overlay district boundaries.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The Town of Sterling considers characteristics or features that are common to the following community development concepts to be important factors in the establishment of a 3A compliant multi-family zoning district:

- ? Access to public sewer
- ? Access to public services via public transportation
- ? Access to one or more Commuter Rail Stations via public transportation
- ? Access to Conservation, Recreation, and Agriculture Open Space and trails
- ? Age-friendly Communities
- ? Green Communities
- ? Walkability

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Mar 01, 2023

Feb 28, 2024

**Short Answer**

Write Bylaw

Feb 01, 2023

Feb 28, 2024

**Short Answer**

Use Compliance Model

Dec 01, 2022

May 10, 2023

**Short Answer**

Hold Planning Board hearings

Feb 01, 2024

Mar 31, 2024

**Short Answer**

Present to Select Board & Town Meeting Vote

Jan 01, 2024

May 31, 2024

**Short Answer**

Submit District Compliance Application to DHCD

Aug 01, 2024

Aug 30, 2024

Jan 01, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Stoneham

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 1016

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Erin Wortman

**1.7a. Title** Director of Planning & Community Development

**1.7b. Email Address** EWortman@stoneham-ma.gov

**1.7c. Phone Number** (781) 507-2445

**1.8 Please provide the name of the municipal CEO** George Seibold

<b>1.8b Mailing address of municipal CEO</b>	Stoneham Select Board Office 35 Central Street Stoneham, MA 02180
<b>1.8c Email address of municipal CEO</b>	geoseibold@gmail.com
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Municipal Staff including Planning & Community Development Director, DPW Supt, Town Administrator; Elected Planning Board and Select Board; and Stoneham Municipal Affordable Housing Trust

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Stoneham Housing Production Plan (approved in 2020, 5 strategies adopted/implemented); Establishment of Affordable Housing Trust; Inclusionary Zoning Bylaw Adoption; numerous zoning changes to allow multi-family housing by-right and lowering of the parking requirement for housing; and a downtown parking study
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Submitting a TAP (technical assistance program) application with Wakefield in January for assistance in preserving affordable housing and other SHI related assistance

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	a. An existing zoning district or districts that might already comply with the Section 3A Guidelines d. A new base zoning district or districts
<b>3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.</b>	1. Fallon Road Mixed Use District (Section 4.13 - approved at May 2022 TM) - Revised the existing Commercial 2/Mixed Use District and eliminated the Fallon Road Overlay District to create the Fallon Road Mixed Use District  2. North Main Mixed Use Residential Overlay District - (Section 4.24 approved at the October 2022 TM, still awaiting approval from AG office) Overlay located on the east side of Route 28 within the Highway Business District

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

1. Fallon Road Mixed Use District - formerly the Commercial 2 / Mixed Use District - South side of Stoneham where there is existing housing and commercial use. This newly named district allows multi-family housing by-right with site plan review and removes the former units per acre cap.

2. North Main Mixed Use Residential Overlay District - Added multifamily and mixed use residential development by-right with site plan review. Overlay exists within the Highway Business District which is located in the north side of town around Route 28.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Complete streets methodology, and multi-modal accessibility are important for consideration.

## Section 4: Action Plan Timeline

### Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

### Description Area

Task

### Description Area

Start

### Description Area

Finish

### Short Answer

Public Outreach

Jan 03, 2022

Oct 23, 2023

### Short Answer

Developing Zoning

Jan 03, 2022

Oct 23, 2023

### Short Answer

Applying for DHCD's compliance model

May 15, 2023

May 15, 2023

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**Short Answer**

Holding PB hearings

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Jan 03, 2022

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Oct 23, 2023

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**Short Answer**

Holding Legislative sessions and adopt compliant zoning

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May 02, 2022

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Oct 23, 2023

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**Short Answer**

Submit District Compliance to DHCD

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Jan 17, 2024

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Jan 17, 2024

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**Short Answer**

Figure out inclusionary zoning compliance based on existing IZ bylaw

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May 15, 2023

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May 15, 2023

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

I urge DHCD to consider alternative methods for determining compliance for affordability beyond a third party feasibility analysis, particularly for those communities that have inclusionary zoning town-wide that is preexisting to the guidelines. Stoneham has a town-wide inclusionary zoning requirement for any development of 8+ units and have experienced unprecedented housing growth over the last ten years. On the ground, we know that our IZ bylaw does not deter housing development and in some cases, created greater density for projects.

Thanks for all your hard work and consideration on this important issue.

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Stoughton
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	1761
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
--	-----

<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Stoughton Station for Providence/Stoughton Line
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
--	----

<b>1.7. Please provide the name of the person filling out this form</b>	Pamela McCarthy
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<b>1.7a. Title</b>	Economic Development Director/Acting Town Planner
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<b>1.7b. Email Address</b>	pmccarthy@stoughton-ma.gov
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<b>1.7c. Phone Number</b>	(781) 232-9265
<b>1.8 Please provide the name of the municipal CEO</b>	Debra Roberts
<b>1.8b Mailing address of municipal CEO</b>	10 Pearl Street Stoughton, MA 02072
<b>1.8c Email address of municipal CEO</b>	droberts@stoughton-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The Town of Stoughton has already established a multi-family zoning district. During the process the Town staff that was involved included the Director of Development Services, the Director of Economic Development, the Town Planner, the Assistant Town Engineer and the GIS Manager. We worked with Consultants from the Horsley Whitten Group on our Stoughton Center District (SCD) Zoning Bylaw that was approved by Town Meeting in May 2022. We believe that we are already in full compliance with Section 3A of MGL. C.40A; however, if any additional work is required in order to achieve full compliance the same core team remains in place.

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Downtown Revitalization is listed as a primary goal in multiple planning documents as is the expansion of housing opportunities including affordable housing. Our Community Development Strategy (2017) lists Revitalization of the Town Center as the #1 Goal under Economic Development. Action items to achieve this goal include 1) Work toward the revitalization, re-use and redevelopment of targeted sites in Town Center. Under Housing the #1 Goal is Providing a Variety of Housing to Meet the Needs of Stoughton's Existing and Future Residents. Action items to achieve that goal include 1) Support a Mix of Housing Types at a Range of Price Points and 2) Maintain at least 10% of Housing Inventory as Affordable. The #2 Goal under Housing is to Support Housing as a Cornerstone for Town Center Revitalization. Action items to achieve this goal include 1) Review and Revise Town Center Zoning and 2) Identify and Assess Funding Opportunities for Housing Development/Redevelopment.

The Community Strategy is just one of several Planning documents that lists Downtown Revitalization and the creation of a variety of housing options. The 2017 CDS incorporates goals and work plans from relevant plans and documents including: Master Plan Phase II – Assessment, Recommendations and Implementation Plan (2015); Economic Development Master Plan – Town wide (2015); Economic Development Master Plan – Downtown Stoughton (2015); Stoughton Downtown Redevelopment Plan (2015); Master Plan Phase I – Vision and Existing Conditions Report (2013) and the Stoughton Housing Production Plan (2009).

The Town has worked toward achieving these goals. Most notably, during the May 2022 Annual Town Meeting Article 24 – Downtown Zoning passed by a 2/3rds Majority Vote. The Town Clerk received approval of the Zoning Article by the Attorney General in a letter to the Town Clerk dated September 15, 2022. This Zoning Bylaw had been amended slightly prior to Town Meeting in order to incorporate the expected new requirements for MBTA Communities.

The approval of this bylaw by Town Meeting was the culmination of years' worth of planning and community engagement. The Downtown Redevelopment Task Force provided a great deal of input. This group included professionals from the real estate and development community.

The bylaw establishes the Stoughton Center District (SCD) which replaces the Stoughton Mixed Use Overlay District. The overlay district was confusing and did not encourage development. The Town believes that the new SCD Zoning Bylaw will support Downtown Revitalization efforts due to the fact that it will encourage more housing and mixed use development projects.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

The Town is in the early stages of updating the Housing Production Plan. We have a Scope of Services from Old Colony Planning Council that we are working to finalize and it is expected that the work to update the plan will begin during 2023.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The Town of Stoughton believes that the Zoning Bylaw recently passed by Town Meeting in May of 2022 (See attached Zoning Bylaw, Town Meeting Vote and AG Approval). resulted in the creation of a compliant district known as the Stoughton Center District (SCD).

The District includes the MBTA Commuter Rail Stop for the Providence/Stoughton line.

The intent of the bylaw is to encourage development and adaptive reuse of existing structures that creates viable and vibrant economic activity in Stoughton Center, create development that is supportive of traffic, transit, pedestrian, and bicycle safety patterns that promote safety and accessibility and to create a mix of complementary land use including (but not limited to) commercial, residential, and institutional operations that support each other and the nearby regional transit opportunities.

The SCD is divided into three (3) distinct Subdistricts including the Core, Flex and Transition Districts as shown on the Town of Center Zoning Map (see attached). The general intention is for Washington Street to serve as the center of commercial activity, tapering down to more neighborhood-focused activity at the edges of the SCD. Entirely residential multifamily buildings are allowed as of right in the Flex and Transition Subdistricts. Conversion of any existing (as of September 8, 1970) structure to entirely residential multifamily dwelling provided the total number of units in the converted dwelling structure shall not exceed four dwelling units is allowed as of right in the Flex and Transition Districts. Mixed Use Development is allowed as of right in the Core and Flex Subdistricts.

The area includes several Housing Developments that have been completed in the past 10 years that resulted in 66 housing units; 9 of which are classified as affordable. There is a mixed use project that was stalled that is now in the process of moving forward that will add 14 housing units.

The area is home to multiple businesses including shopping, dining and services. Several of these businesses took advantage of a Community Development Block Grant funded Sign and Façade program.

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**File**

<https://massgov.formstack.com/admin/download/file/14034229311>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The Town of Stoughton has already made many improvements in Downtown Stoughton where our 3A Zoning District known as the newly approved Stoughton Center District (SCD) is located. This district is an area that we want people to be able to live, work and play.

Several years ago we purchased a bank in the SCD that we have converted to our Recreation Department. This use has increased the amount of foot traffic to the area and offers a wide range of programs.

The Town recently obtained a Mass Downtown Initiative Grant from DHCD that will allow us to determine the Highest and Best Use of the Train Depot that was acquired several years ago from the MBTA. It is expected that the final use will provide opportunities for the community including Town Center residents to socialize and possibly shop, dine or enjoy arts and culture related activities.

Both the Recreation Department and Train Depot offer ample public parking. The Center of Town also houses our Historical Society, Police Station, Fire Station, Town Hall and multiple businesses that offer dining, shopping or services.

The Town's Engineering Department has spent a great deal of time designing and implementing improvements to the traffic flow, upgrading signage to indicate public parking, installing new sidewalks (allowing for improved ADA compliant accessibility), improving safety by installing flashing pedestrian crossing signals and installing islands with attractive plantings.

The Friends of Stoughton Center organization has a Beautification Committee dedicated to improving the appearance of the area by providing attractive planters and holiday decorations.

The Town has completed a Quiet Study and is considering upgrades to rail crossings in order to qualify for Quiet Zone status making the area more attractive to developers.

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**Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jan 01, 2022
	May 01, 2022
<b>Short Answer</b>	Developing Zoning
	Jan 01, 2022
	May 01, 2022
<b>Short Answer</b>	Applying DHCD's Compliance Model to Test for Density and Unit Capacity
	Dec 01, 2022
	Jul 01, 2023
<b>Short Answer</b>	Holding Planning Board Hearings
	Jan 01, 2022
	May 01, 2022
<b>Short Answer</b>	Holding Legislative Sessions and Adopting Compliant Zoning
	May 02, 2022
	May 11, 2022
<b>Short Answer</b>	Submit District Compliance Application to DHCD
	Feb 01, 2023

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The Town of Stoughton believes that the Stoughton Center District (SCD) Zoning Bylaw that was approved at the May 2022 Town Meeting puts us in compliance with Section 3A of MGL.c. 40A. We are currently working with our GIS Manager to utilize the Compliance Model to confirm this.

On this form it would not allow me to put earlier dates when most of the tasks were completed so for those tasks I selected the earliest date possible, January 1, 2022 even though they had been started earlier than that. For those completed tasks I put the end date as the date before the Town Meeting started which is May 1st. The only tasks not yet completed are 1) Applying DHCD's compliance model to test for density and unit capacity and 2) Submit District Compliance Application.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Stow

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 139

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Valerie Oorthuys

**1.7a. Title** Planning Director

**1.7b. Email Address** planning@stow-ma.gov

**1.7c. Phone Number** (978) 897-5098

**1.8 Please provide the name of the municipal CEO** Denise Demboski

**1.8b Mailing address of municipal CEO** 380 Great Road  
Stow, MA 01775-2127

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**1.8c Email address of municipal CEO** townadministrator@stow-ma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** The core team developing the multi-family zoning district consists of the Planning Board and Planning Department.

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Relevant strategies/goals/objectives:

- Modify zoning to allow residential development under more conditions that would increase the diversity of housing types and choice, integrating affordable housing into more areas as well. For example, the Town could consider allowing free-standing multi-family housing, creating an overlay district with incentives for the development of cottage housing, etc. (2010 Master Plan)
- Include mixed use provisions in Lower Village business District to allow for housing component (2019 Lower Village Revitalization Subcommittee Final Report)
- Consider promoting mixed use and increased residential development with Lower Village Business District through zoning and regulatory changes. Additional residents living nearby would provide increased market support for desired uses and add vitality to Lower Village (2018 Market Analysis and Business District Assessment)
- Provide housing opportunities for those at the entry level of homeownership, "empty nesters," elder residents, and those requiring housing assistance and rental housing units (2016 Housing Production Plan)
- Ensure increases in the present housing mixture included single-family, two-family, and multi-family dwelling units (2016 Housing Production Plan)
- Encourage the elderly and handicapped to remain in Stow, preferably in their own homes (2016 Housing Production Plan)
- Continue to pursue creative approaches to local zoning to better direct development and integrate affordable housing (2016 Housing Production Plan)

Work that has been done to date:

- In 2021, Annual Town Meeting passed a zoning amendment to the Active Adult Neighborhood bylaw. Among other improvements, the bylaw allows for the creation of cottage dwelling units and an increase in the percentage of units to be priced for qualified affordable housing purchasers or renters. The Planning Board is currently in the midst of a permitting process for a 141 unit housing development utilizing this bylaw.
  - Since early 2020, the Town has engaged in an intensive, multi-disciplinary effort to create a shared housing, conservation, and recreation vision for the future of the Stow Acres Country Club. The project team for this effort included representatives from the Town of Stow, Stow Acres Country Club, Stow Conservation Trust, a professional landscape design firm, and an affordable housing developer. Through this partnership, priority locations on the existing golf course were determined to focus development and meet the town's housing diversity needs. Stow's housing goals include the creation of deed-restricted affordable housing as well as diverse types of housing, such as cottage dwellings, to address the needs of both older adults and first time home buyers. Concept plans for residential development provide a unique mix of housing types, including 25 age restricted rental units, 40 units of cottage style rental housing, and 124 single family homes as part of a Local Initiative Program (LIP) Application.
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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

• The Town anticipates the approval of a new Housing Production Plan in 2023. • The Town anticipates beginning a Comprehensive Plan process in 2023 to provide a complete revision to the 2010 Master Plan. • The Planning Board is in the midst of permitting a 141 unit Active Adult Neighborhood through a bylaw revised in May 2021. The development includes 15% of units to be sold to qualified affordable housing purchasers. • The Zoning Board of Appeals anticipates the filing of a Comprehensive Permit in January 2023 for a 189 unit development through a Local Initiative Program application. • In May 2023, the Planning Board will seek Town Meeting approval for the adoption of a zoning bylaw which will, in part, allow for mixed use development within the Town's main business district.

### **Section 3: Preliminary Zoning Strategies**

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Use schedule  
Dimensional regulations  
Parking requirements

**Explanation:**

In order to include an existing district, the use schedule would need to be amended to allow multifamily housing by right or subject to site plan approval. In order to allow flexibility in siting housing units, dimensional and parking requirements would need to be reviewed so that zoning does not impede adequate density.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

There is potential for the Town to consider a 40R or overlay zoning district within proximity of the Town's existing main business district, toward the northeastern quadrant of Stow. While the Town does not have MBTA stations nor developable station area within its boundaries, the Town recognizes the intent of Section 3A to locate residential development as near to public transit opportunities as possible. Stow's nearest commuter rail station in South Acton is northeast of Stow, roughly two miles as the crow flies from the business district. The Town also recognizes the nexus of economic development and housing, as there is potential for increased vitality of commercial properties should zoning provide the opportunity for increased housing development in the business district.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Non-housing characteristics that are important for Stow in consideration of its 3A zoning district include the ability for infill development, pedestrian and bicycle accessibility, proximity to commerce and municipal services, proximity to existing dense residential development, consideration of water and sewer infrastructure, proximity to open space, green energy, and the integration of nature based solutions.

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Developing Zoning: 1) Planning staff begin evaluation of potential locations to consider: prepare maps, research available data, draft evaluation criteria; 2) Planning Board review of: a) results of initial public outreach, b) locations to be included in multi-family zoning district, c) zoning strategies 3) Staff to prepare and present drafts of proposed zoning bylaw and mapping component at public meetings

Jun 01, 2023

May 13, 2024

**Short Answer**

Public Outreach: 1. Ongoing: a) public meetings/ forums; b) surveys; c) presentations to relevant Boards, Committees, and stakeholder groups 2. Planning Board public work session: present initial findings and discuss next steps; 3. Public presentations of zoning iterations, development of FAQ sheet and concise zoning summary

Jun 01, 2023

May 13, 2024

**Short Answer**

Apply DHCD Compliance Model to test for density and unit capacity

Jan 02, 2024

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Apr 29, 2024

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**Short Answer**

Hold Planning Board public hearings

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Apr 09, 2024

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Apr 16, 2024

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**Short Answer**

Town Meeting to seek approval of compliant zoning

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May 13, 2024

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May 13, 2024

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**Short Answer**

(If needed) Second Town Meeting to seek approval of compliant zoning

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May 12, 2025

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May 12, 2025

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**Short Answer**

Submit District Compliance application to DHCD (depending on the date of Town Meeting approval and subsequent approval from the AG's office)

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Oct 01, 2024

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Oct 01, 2025

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Sudbury

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Adam Duchesneau

**1.7a. Title** Director of Planning & Community Development

**1.7b. Email Address** DuchesneauA@Sudbury.MA.us

**1.7c. Phone Number** (978) 639-3398

**1.8 Please provide the name of the municipal CEO** Maryanne Bilodeau

<b>1.8b Mailing address of municipal CEO</b>	Town of Sudbury 278 Old Sudbury Road Sudbury, MA 01776
<b>1.8c Email address of municipal CEO</b>	townmanager@sudbury.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Municipal staff and Planning Board members.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	In 2021, the Town approved an updated Master Plan which included a number of short, mid, and long term housing initiatives the Town will be pursuing. The Town has a Housing Production Plan from 2016, which it is currently working to update. The Town is also currently designated as a Housing Choice Community, has an Inclusion of Affordable Housing Zoning Bylaw, and has a Chapter 40R Smart Growth Overlay District.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Working to update 2016 Housing Production Plan.

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>a. An existing zoning district or districts that might already comply with the Section 3A Guidelines</li> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> </ul>
<b>3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.</b>	Mixed Use Overlay District and Melone Smart Growth Overlay District (Chapter 40R).



**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Dimensional regulations  
Other: Amend dwelling unit density limitations.

**Explanation:**

The permissible number of dwelling units in each of these overlay zoning districts will likely need to be increased to meet the minimum density requirements for the 3A zoning district. In order to do this, it may also be necessary to adjust some of the dimensional requirements in each of these overlay zoning districts.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Transportation and municipal services.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Feb 01, 2023

Jan 31, 2024

**Short Answer**

Developing Zoning

Feb 01, 2023

Nov 30, 2023

**Short Answer**

Apply Compliance Model

May 15, 2023

Nov 30, 2023

**Short Answer**

Planning Board Hearings

Dec 01, 2023

Jan 31, 2024

**Short Answer**

Adopt Compliant Zoning

May 01, 2024

Oct 31, 2024

**Short Answer**

Submit Compliance to DHCD

Nov 01, 2024

Dec 31, 2024

# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Sutton
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<b>1.2. Community Category</b>	Adjacent small town
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<b>1.3. Multifamily Unit Capacity Requirement</b>	181
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Jennifer Hager
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<b>1.7a. Title</b>	Planning Director
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<b>1.7b. Email Address</b>	j.hager@town.sutton.ma.us
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<b>1.7c. Phone Number</b>	(508) 865-8729
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<b>1.8 Please provide the name of the municipal CEO</b>	James Smith
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**1.8b Mailing address of municipal CEO** 4 Uxbridge Road  
Sutton, MA 01566

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**1.8c Email address of municipal CEO** j.smith@town.sutton.ma.us

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Core members of the team developing the multi-family zoning district will be the Planning Board members, Planning Director, and a member of the Select Board a a minimum and assistance with be sought from Central Massachusetts Regional Planning Commission.

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

2019 Housing Needs Study contains 6 strategies and 12 related action items including ones like:  
Goal 3.2.1 Work with CMRPC and/o rother technical assistance provider(s) to assess the potential for 40R or other higher intensity smart growth district. and 2.2.1 Adopt a Cottage Housing Bylaw. We have developed a higher density draft cottage housing bylaw and will be working with CMRPC to discuss regionally, make adjustments, educate residents, and seek adoption. We've started discussion about mandatory affordable unit requirements added to various bylaws. We've considered participating with CMRPC in having a part time housing coordinator. We've compiled a current list of Town land including development attributes to consider which might be appropriate for housing creation.

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**2.2. Is this municipality currently working on any other planning for housing?**

No

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district  
d. A new base zoning district or districts

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The potential district would be located along main roads that also have public water and sewer infrastructure necessary for the required density. Very little of Sutton contains this infrastructure and/or capacity so this district would likely be in NE Sutton.

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

All potential district locations currently identified are noted and shown in response to the above question.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Non-housing characteristics important to consider include availability and capacity of public water and sewer infrastructure as well as power supply. Location in relation to main transportation corridors. Pedestrian/bike connections to nearby local services and amenities where appropriate. Roadway capacity and safety issues.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Develop Zoning

Jul 01, 2023

Jul 01, 2025

**Short Answer**

Public Outreach

Jul 01, 2023

Sep 01, 2025

**Short Answer**

Apply DHCH Compliance model to test for density and unit capacity

Oct 01, 2023

Jul 01, 2025

**Short Answer**

Hold Planning Board hearings

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Sep 01, 2024

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Sep 01, 2025

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**Short Answer**

Hold legislative session and adopt Compliant zoning

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Oct 01, 2024

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Oct 01, 2025

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**Short Answer**

Submit district compliance to DHCD

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Nov 01, 2024

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Nov 01, 2025

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The broad time frames allow for multiple tries at Spring and/or Fall town meetings if necessary. However, the initial intent is to have a bylaw ready for July of 2024 and make an attempt at the October 2024 Fall Town Meeting to approve a complaint bylaw.

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Swampscott
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	954
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries.</b>	Swampscott Station
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
--	----

<b>1.7. Please provide the name of the person filling out this form</b>	Marissa Meaney
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<b>1.7 a. Title</b>	Land Use Coordinator
---------------------	----------------------

<b>1.7 b. Email Address</b>	mmeaney@swampscottma.gov
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<b>1.7 c. Phone Number</b>	(781) 596-8829 ext. 1271
<b>1.8 Please provide the name of the municipal CEO</b>	Sean Fitzgerald
<b>1.8 b Mailing address of municipal CEO</b>	22 Monument Ave Swampscott, MA 01907
<b>1.8 c Email address of municipal CEO</b>	sfitzgerald@swampscottma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Marzie Galazka - Director of Community & Economic Development Stephen Cummings - Inspector of Buildings Angela Ippolito - Chair of Planning Board Dave Zucker - Vice Chair of Planning Board Bill Quinn - Member of Planning Board Mike Proscia - Member of Planning Board Ted Dooley - Member of Planning Board Neal Duffy - Chair of Select Board David Grishman - Vice Chair of Select Board Peter Spellios - Member of Select Board Maryellen Fletcher - Member of Select Board Katie Phelan - Member of Select Board Angela Botto - Bohler Engineering Zachary Richards - Bohler Engineering

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1 a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	
Yes, to date the Town of Swampscott met the following goals/strategies established by the 2016 Housing Production Plan:	
<ol style="list-style-type: none"> <li>1. Goal #1 – Town of Swampscott created a Municipal Affordable Housing Trust Fund (AHTF) and adopted inclusionary zoning bylaw, and 40R zoning. The adoption of the 40R zoning district resulted in a 96 unit Smart Growth Development that will include 17 units of affordable housing and will contribute \$279,000 to the Affordable Housing Trust fund.</li> <li>2. Goal #2 –Town of Swampscott worked with B’nai B’rith to provide senior and persons with disabilities with greater housing options. Together, we worked to retrofit and redevelop a former school (Machon) to constructed 38 age restricted affordable housing units.</li> <li>3. Goal #3 – The Town, in collaboration with the AHTF, and other affordable housing stakeholders continues to work to identify areas best suited for construction of housing to meet the needs of our community. Currently, the AHTF is actively working with the Swampscott Historical Commission and Habitat for Humanity to relocate a historic home and to convert the home into 4-8 affordable townhouse style homes that would be sold to low-income residents.</li> <li>4. Goal #4 - The Town continues to work with our land use boards and town committees, such a Swampscott For All Ages, to advocate for goals established in the HPP, our Master Plan and the Swampscott For All Ages, Action Plan (Housing Domain). To date, the town adopted a Senior and Veteran Work off Program that allows up to \$1,500 in property tax savings for seniors and veterans that volunteer/work for the town.</li> </ol>	



5. Goal #5 – The Town continues to work with non-profit housing developers and qualified property owners to secure HOME funding for construction and rehabilitation of housing for income eligible property owners.
6. Goal #6- The Town with assistant from the Renewable Energy Committee works to promote energy efficiency programs. To date, we were able to help with weatherization programs for property owners and renters that resulted in 242 home energy assessment.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2 a. Please briefly describe the housing work underway.**

To increase the supply of affordable housing and to accommodate additional living opportunities, the Town of Swampscott is undergoing a public process to propose a zoning bylaw amendment that would allow Accessory Dwelling Units as of right. Expected vote at Town Meeting in May 2023.

Additionally, the Town of Swampscott is working to update the 2016 Housing Production Plan. The updated plan will reflect on current demographics, economic shifts, and housing market changes. The Town will review past goals, progress made to date, and will prepare strategies to better promote housing diversity and affordability.

In July 2022, Swampscott ZBA approved a Comprehensive Permit for a 114-unit transit oriented/ affordable housing project that designated 42% of the rental units to individuals and families whose annual income is below 80% of AMI.

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines.
  - b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines.
- 

**3.1a. Please identify and briefly describe the possibly compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Existing zoning district that might already comply – B2 zoning district shown in flight blue, B3 zoning district shown in purple and B4 zoning district shown in green.

Zoning District B2 is located adjacent to the MBTA and consists of mostly commercial uses and a new development that includes 114 units of affordable housing. Zoning District B3 and B4 are in Vinnin Square. This area is our main commercial/ retail area, is located on a bus line and offers great redevelopment potential.

Our goal is to focus our efforts on making Zoning District B3 and B4 the focal point of the MBTA Communities legislation. Though the commuter rail station is not located in this district, two MBTA bus routes run right through, along Paradise Road (MA 1A).

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**File** <https://www.formstack.com/admin/download/file/14022015122>

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Please see district boundaries and use schedule.

The Vinnin Square area is long overdue for economic transformation. It can support mixed use redevelopment. Please see link for research done by MAPC in support of transformative development for retail strips that are past their prime and how they can be the key to better redevelopment.  
<https://storymaps.arcgis.com/stories/cb9bec551f9d48599f267f4ff6282906>

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**Explanation:**

Existing zoning district that must be amended to comply with 3A Guidelines - Per the zoning map, the A4 Residential District (and a small portion of the A2 Residential District) are our closest to the Commuter Rail Station, located on Railroad Ave. A4 currently allows two-family by right and up to four units by special permit (A2 allows neither). Idea is to have the one block of A2 become A4 and then have the zoning regulations further changed to allow for multifamily by-right. See Table of Uses extract from the Swampscott Zoning By-laws attached.

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**File** <https://www.formstack.com/admin/download/file/14022015125>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Walkability - given that Vinnin Square is located on a state highway, traffic is heavy and the pedestrian crossings are few and far between, and could be improved. The district is an old 1950s-style strip mall, with retail set back at least 100 feet to allow for parking, so seeing buildings brought flesh to the sidewalk to increase pedestrian accessibility would be preferred.

Bike lanes - there currently are none and they are extremely important. MassDOT is in the process of installing bike lanes, but only within the target area, whereas we need better connectivity across Town and to other points of interest.

Street retail - apart from bringing the buildings to the sidewalk, mixed-use buildings would enhance the district and provide more opportunities for retail. The area is almost entirely made of big-box stores, and that particular floorplan does little to accommodate today's changes in retail.

Bus connections - The street would have to be widened, but having a BRT lane that runs through the district would provide better accessibility. Additionally, the current bus stops lack both benches and bus shelters.

Street tree canopy - Trees appear sparsely planted and not always contiguous. Large gaps between plantings give the illusion that a canopy doesn't even exist.

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**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan; Public outreach Developing zoning Applying DHCD's compliance model to test for density and unit capacity Holding planning board hearings Holding legislative sessions and adopt compliant zoning Submit District Compliance application to DHCD

---

**Description Area**

Task

---

**Description Area**

Start

---

**Description Area**

Finish

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**Short Answer**

Public outreach

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Jun 05, 2023

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Sep 29, 2023

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**Short Answer**

Apply DHCD's compliance model for density and unit capacity.

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Jun 05, 2023

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Sep 29, 2023

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**Short Answer**

Develop zoning.

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Oct 02, 2023

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Dec 31, 2023

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**Short Answer**

Holding Planning Board Hearings

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Jan 08, 2024

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Apr 15, 2024

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**Short Answer**

Holding Legislative Sessions and Adopt Compliant Zoning

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May 06, 2024

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Jun 17, 2024

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**Short Answer**

Submit District Compliance Application to DHCD

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Jun 18, 2024

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Dec 31, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Taunton

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 3745

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** East Taunton/Cotley Junction Station of South Coast Rail currently under construction.

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Taylor Torres

**1.7a. Title** Grants Coordinator

**1.7b. Email Address** ttorres@taunton-ma.gov

<b>1.7c. Phone Number</b>	(508) 821-1030
<b>1.8 Please provide the name of the municipal CEO</b>	Shaunna O'Connell
<b>1.8b Mailing address of municipal CEO</b>	15 Summer Street 4th floor Taunton, MA 02780
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Kevin Scanlon - Director, Planning and Conservation Department Bill Roth - Director, Economic and Community Development

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Elimination of Office Districts - partially completed Reduction of minimum lot sizes in urban residential district - completed Allowing ADUs as of right - completed Allowing 3-family as of right in urban residential district - completed
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	c. A new 40R or other overlay zoning district
<b>3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).</b>	On November 29, 2022, the City Council will have a public hearing to discuss a proposed zoning change. The proposed change would amend the current TOD overlay district. Both the language and location are proposed to be amended in order to bring the City into compliance with the MBTA zoning law. The previous TOD district was based on a proposed South Coast rail station that is no longer in the current plan. The new TOD location is based around the new commuter rail station, and includes tracts of presently vacant and redevelopable land including the forming Silver City Galleria Mall site. The council agenda is attached.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?** Walkability to train station, pedestrian accommodations such as bike lanes and underpasses, tree canopy, mixed use potential.

### Section 4: Action Plan Timeline

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	city council briefing
	Apr 26, 2022
	Apr 26, 2022
<b>Short Answer</b>	zoning change public hearing
	Nov 29, 2022
	Nov 29, 2022
<b>Short Answer</b>	develop plan
	Jan 01, 2022
	Oct 31, 2022
<b>Short Answer</b>	apply for grant for tech. assistance
	Jun 01, 2022
	Oct 28, 2022
<b>Short Answer</b>	tech. assistance for compliance model

Jan 15, 2023

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Jun 30, 2023

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**Short Answer**

full compliance achieved

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Jul 01, 2023

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Sep 01, 2023

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Tewksbury

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 1214

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Steve Sadwick

**1.7a. Title** Assistant Town Manager

**1.7b. Email Address** ssadwick@tewksbury-ma.gov

**1.7c. Phone Number** (978) 640-4300

**1.8 Please provide the name of the municipal CEO** Richard Montuori

**1.8b Mailing address of municipal CEO** 1009 Main Street  
Tewksury, MA 01876

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**1.8c Email address of municipal CEO** rmontuori@tewksbury-ma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Alexandra Lowder- Community/Economic Development Planner  
NMCOG

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

2017-2021 Tewksbury Housing Production Plan

Preserve housing affordability by providing a mix of residential types and home prices that meet the needs of a wide variety of tenants and owners, including families and aging seniors. This includes creating units that are available at a wide range of income levels, especially those below 80% of the area median income.

The Town has continued to work with local not-for profits to address affordable housing and achieved 10% on its SHI during the period listed above. MBTA Communities and the Town's existing inclusionary zoning will continue to meet this goal.

- Pursue the creation of workforce housing units for a broader range of potential homebuyers and tenants.

The Town has continued to work with local not-for profits to address affordable housing and achieved 10% on its SHI during the period listed above. MBTA Communities and the Town's existing inclusionary zoning will continue to meet this goal.

- Develop affordable housing that adheres to the Commonwealth's Sustainable Development Principles

During the period listed above, the Town continued to achieve concentrated development and mix uses along Rt. 38. MBTA Communities will continue concentrated development.

- Address the housing needs of veterans in the community and partner with local veterans' organizations to identify possible housing sites.

The Town has contributed \$500,000 to a site for 21 units of veterans housing on Rt. 38.

## B. Housing Strategies

### 1. Preserve and Reuse Existing Buildings

- a. Reuse Town-owned residential buildings.

Town sold former police station site where 19 residential units are being constructed.

### 2. Policies, Programs and Services

- d. Investigate the potential for adopting a Chapter 40R Overlay District.

Town has not taken any action on this but will consider it with MBTA Community in mind.

### 3. Expand Housing Opportunities

- a. Encourage the development of more affordable rental housing.

Rental units have been part of the Rt. 38 mixed use developments and will most likely be part of any MBTA community development.

b. Document the specific needs for veterans living in and around Tewksbury and construct affordable veterans housing units that meet those needs.

Again, 21 units of veterans housing has been permitted on Rt. 38.

#### 6. Regional Coordination

a. Work with the Northern Middlesex Council of Governments to develop a Regional Housing Plan for the Greater Lowell region.

Tewksbury is working closely with NMCOG as they are developing how to achieve a Regional Housing Plan for Greater Lowell.

<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Updated Housing Production Plan is 80% complete. Working with NMCOG on DLTA project.

### Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	c. A new 40R or other overlay zoning district
<b>3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).</b>	See attached file
<b>File</b>	<a href="https://massgov.formstack.com/admin/download/file/14077716912">https://massgov.formstack.com/admin/download/file/14077716912</a>
<b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b>	Walkability, accessibility, municipal services, bus connections where possible

### Section 4: Action Plan Timeline

<b>Description Area</b>	This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD
<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Evaluate areas for potential
	Jan 30, 2023

Apr 14, 2023

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**Short Answer**

NMCOG compliance modeling

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Mar 13, 2023

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Jun 05, 2023

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**Short Answer**

Develop zoning

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Mar 01, 2023

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May 31, 2023

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**Short Answer**

Public outreach

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May 15, 2023

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Feb 05, 2024

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**Short Answer**

Finalize zoning modeling

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Jan 15, 2024

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Feb 16, 2024

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**Short Answer**

Planning Board Hearings

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Apr 01, 2024

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Apr 29, 2024

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**Short Answer**

Town Meeting

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May 06, 2024

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May 08, 2024

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**Short Answer**

Submit District

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Aug 19, 2024

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Aug 19, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Topsfield

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 118

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Lynne Bermudez

**1.7a. Title** Planning and Zoning Admin.

**1.7b. Email Address** lbermudez@topsfield-ma.gov

**1.7c. Phone Number** (617) 797-2135

**1.8 Please provide the name of the municipal CEO** Kevin Harutunian

<b>1.8b Mailing address of municipal CEO</b>	Topsfield Town Hall 8 West Common St. Topsfield , MA 01983
<b>1.8c Email address of municipal CEO</b>	kharutunian@topsfield-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Planning Board members, municipal staff

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Topsfield Community Development Plan: 2004 Adopted mixed-use zoning in the business districts; added multi-family housing use in Business Highway and Business Highway North; other additions include Amberwood (40B); three elderly Housing Districts; 59 Main Street (3 units), 9 South Main (4 apts.), multiple accessory in-law apartments.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Master Plan

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines e. Other zoning strategy
<b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b>	Use schedule Dimensional regulations
<b>Explanation:</b>	The Use Chart will need to be updated to show multi-family dwellings are allowed by right. Dimensional regulations may need to be modified for these dwellings.



**3.1e. Please briefly explain the strategy.** The other zoning strategy being evaluated is an Overlay District.  
**Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?** Wetlands and septic constraints.

## Section 4: Action Plan Timeline

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

**Description Area** Finish

**Short Answer** Public Outreach

Feb 01, 2023

Apr 01, 2024

**Short Answer** Meetings in concert with Master Plan

Feb 01, 2024

Apr 01, 2024

**Short Answer** Develop Zoning

May 01, 2023

Dec 31, 2023

**Short Answer** Evaluate lots for density/capacity for inclusion in District

Jun 01, 2023

Nov 30, 2023

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**Short Answer**

Complete Compliance Model

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Nov 01, 2023

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Mar 31, 2024

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**Short Answer**

Planning Board Hearings

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Jan 01, 2024

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Mar 31, 2024

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**Short Answer**

Hold Legislative Session

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May 02, 2024

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May 02, 2024

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**Short Answer**

Submit Compliance Application to DHCD

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Jun 30, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

We have requested technical assistance with GIS mapping/use of SHAPE software/completing the compliance model worksheets. We have not yet heard back but would appreciate the support to ensure we are correctly meeting all requirements.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Townsend

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 178

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Michael Crowley

**1.7a. Title** Land Use Coordinator

**1.7b. Email Address** mcrowley@townsendma.gov

**1.7c. Phone Number** (978) 597-1700 ext. 1723

**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

Eric Slagle - Town Administrator  
Jodie Deschenes - Housing Authority Administrative Assistant.  
Karen Chapman- (MRPC) Montachusett Regional Planning Authority

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Townsend compiled a housing production plan earlier this year, which identified several priorities, including the need for more affordable housing. A pathway identified to these goals was through the 40R smart growth districts. These districts would allow for a higher percentage of affordable housing, which is one of Townsend's highest priorities.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

Townsend established a housing trust, and the Land Use Coordinator is working with them to assess feasibility of high density, multifamily, affordable housing. Additionally, we have been conducting comprehensive bylaw review to promote and facilitate affordable housing.

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## **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

For Townsend, we are developing a Townsend Border Village Smart Growth 40R district with MRPC. We are planning to create several districts in phases to allow for revision and development to be iterative and more successful. Our pilot area was identified in eastern Townsend along Rt 119 (our main roadway in town). Our pilot parcels are Parcel ID 41-3-0, 41-2-0, and 41-1-0. These three sites are adjacent to our largest commercial center in townsend, including the grocery store, and is across the street from the regional high school, which allows for walkability to and from the housing and proximity to jobs. This area also has the best water utility services, and the roadway is already being discussed for traffic analysis and planning.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

For Townsend, we are well short of our state affordable housing requirements. As such, we need our multifamily housing to allow for the greatest percentage of affordable housing. The Final MBTA requirements outline for affordable housing that "the zoning requires not more than 10 percent of the units in a project to be affordable units", or 20 percent if "the multi-family zoning district requires DHCD review and approval as a smart growth district under chapter 40R."

Because Townsend is in critical need of affordable housing, and the creation of high volumes of multifamily housing with only 10% affordability would forever put our state mandated goal out of reach. As such, we are looking to fulfill out MBTA requirements exclusively through 40R smart growth overlay districts.

**Section 4: Action Plan Timeline**

<b>Description Area</b>	This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD
<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jul 18, 2022
	Dec 31, 2025
<b>Short Answer</b>	Developing Zoning
	Aug 02, 2022
	Dec 31, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Aug 01, 2022

Aug 01, 2025

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**Short Answer**

Holding planning board hearings

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Sep 01, 2022

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Jun 30, 2025

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**Short Answer**

Holding legislative sessions and adopt compliant zoning

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May 30, 2023

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May 30, 2025

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**Short Answer**

Submit District Compliance application to DHCD

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Dec 01, 2025

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Dec 30, 2025

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Tyngsborough

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Eric Salerno

**1.7a. Title** Town Planner / Economic Development Director

**1.7b. Email Address** esalerno@tyngsboroughma.gov

**1.7c. Phone Number** (978) 743-5361

**1.8 Please provide the name of the municipal CEO** Matthew Hanson

**1.8b Mailing address of municipal CEO** 25 Bryant Lane  
Tyngsborough, MA 01879

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**1.8c Email address of municipal CEO** mhanson@tyngsboroughma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Jennifer Raitt, Executive Director, NMCOG

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town of Tyngsborough has a Housing Production Plan 2019-2024 (adopted by the Planning Board and Select Board and approved by DHCD in 2019) and a Master Plan adopted in 2021. Both plans provide the most relevant strategies, goals and objectives related to housing. The following summarizes goals, objectives and recommendations in local and regional plans that MBTA zoning could potentially support.

#### HOUSING PRODUCTION PLAN

• Rezoning to allow multifamily units as-of-right could potentially support the following Housing Production Plan Goals:

- "Continue to create diverse rental units for existing and future Tyngsborough residents. This includes diversifying the types of units (duplexes vs. multi-family) in addition to providing units with three or more bedrooms." (p. 61)

- "Continue to pursue the creation of workforce housing units and broaden the range of potential home-buyers and tenants." (p. 61)

- "Develop rental and ownership options for senior citizens that allow them to age in place." (p. 61)

- "Provide a diversity of housing types affordable to people with a wide range of socioeconomic background, especially those below 80% of the area median income." (p. 61)

- "Encourage new housing development to fit into the existing design and character of the community." (p. 61)

- "Coordinate the work of Town boards and departments with permitting responsibilities and the Tyngsborough Housing Authority in order to achieve consistency in the interpretation and administration of local affordable housing requirements." (p. 61)

- "Ensure that affordable housing development in Tyngsborough adheres to the Commonwealth's Sustainable Development Principles." (p. 61)

- "Ensure the DHCD-approved Housing Production is used as a tool for systematic growth and new housing opportunities." (p. 61)

• Rezoning to allow multifamily units as-of-right could potentially support the following Housing Production Plan Strategies and Recommendations:

- "Encourage the development of more affordable rental housing with choices for 1, 2, 3 and 4 bedroom units, with the goal of keeping the percentage of their income spent on housing below 30%." (p. 62)

- "Document the specific needs for veterans living in and around

Tyngsborough and construct affordable veterans housing units that meet those needs. Organizations like the Veterans Northeast Outreach Center and the Tyngsborough Office of Veterans Services can be consulted for housing assistance. Consider the development of affordable veterans housing." (p. 62)

- "Evaluate and revise existing development regulations and guidelines for fairness and efficiency. A result of this evaluation could be the development of an Affordable Housing Permitting Guide to assist applicants in navigating the review process." (p. 62)

- "Actively review zoning changes that will provide for more affordable opportunities including special permits for multi-family and open space residential subdivision incentive, accessory apartments, assisted living facilities, retirement communities, etc. This will be done in conjunction with the Planning Board, Board of Selectmen, Zoning Board of Appeals and other town committees and boards. In particular, focus on R-3 multi-family zones and work to expand the zone, as appropriate." (p. 62)

#### MASTER PLAN

• Rezoning to allow multifamily units as-of-right could potentially support the following Master Plan Goals:

- "Support market-rate and affordable housing units that address the housing needs of the community by partnering with non-profit and for profit developers." (p. 137)

- "Provide a variety of housing options with varying styles and densities to meet the needs of all residents." (p. 137)

- "Continue to exceed the 10% affordable housing goal after the release of the 2020 U.S. Census." (p. 137)

- "Implement the 2020-2024 Housing Production Plan approved by DHCD." (p. 137)

• Rezoning to allow multifamily units as-of-right could potentially support the following Master Plan Objectives and Recommendations:

- "Consider eliminating the requirement for Town Meeting approval of multi-family development in the R-3 district. The permitting process for such projects would then lie with the Planning Board and other appropriate boards and commissions." (p. 53)

- "Diversify the housing stock to address the needs of the elderly, disabled, veterans and families." (p. 180)

- "Develop "starter homes" for young families and assisted living and

independent living facilities for seniors." (p. 180)

- "Examine the Chapter 40R program as a means to establish mixed-use districts and Starter Homes." (p. 180)

- "Research various zoning issues that could increase the number of affordable housing units in the community." (p. 180)

- "Provide a range of housing types for a wide range of incomes in order to strengthen the local labor force and make the town more attractive for economic development." (p. 180)

#### GREATER LOWELL COMPREHENSIVE DEVELOPMENT STRATEGY FOR 2020-2024

- The CEDS does not address directly Tyngsborough's housing or zoning issues, but does include Goal 6: "Create more market-rate and affordable housing throughout the region to ensure that businesses can expand and relocate to the region with the assurance that their workforce will be able to own, lease or rent affordable, quality housing". This goal and several of its objectives and recommendations would be supported by rezoning to allow multifamily units as-of-right in Tyngsborough.

#### 2011 REGIONAL STRATEGIC PLAN FOR GREATER LOWELL

- The Regional Strategic Plan does not directly address Tyngsborough's housing or zoning issues, but does include the following goals that would be supported by rezoning to allow multifamily units as-of-right:

- "Create more affordable and market-rate housing throughout the region to ensure that businesses can expand and relocate to the region with the assurance that their workforce will be able to own, lease or rent quality housing;

- Encourage mixed-use development that ties together residential and commercial uses in city and town centers and mill districts throughout the region;

- Increase housing options available to families, young couples, single adults, seniors, artists, students, the disabled, veterans, and other groups so that they may live and work in the Greater Lowell region;" (p. 7)

The Town is currently in the process of revising significant portions of its Zoning Bylaw. Town Meeting recently approved the recodification and reorganization of the Zoning Bylaw. The Zoning Review Committee is also continuing its work to evaluate areas that need improvement and make suggested amendments to propose to subsequent Town Meetings.

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

At the 2022 Fall Town Meeting, the Town recodified the zoning bylaw to prepare for more substantive amendments at future Town meetings. The Town also approved bylaws for their affordable housing trust. The Multi Family Housing zoning bylaw will be reviewed and amendments developed for proposal to Town Meeting concurrently with the efforts to comply with the MBTA Communities requirements.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Use schedule

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**Explanation:**

The Residential 3 Multi-Family (R-3) Zoning District comprises 219.6 acres or 1.96% of the town's total land area and the Mixed-Use Village Overlay District (MUVOD). This district allows multi-family housing by special permit and site plan review by the Planning Board and with Town Meeting approval. The minimum lot area in the R-3 district is 20,000 SF, the minimum lot frontage is 75 feet, and the maximum building height is 2.5 stories or 36 feet. The five-acre site must have public water and sewer available, or the developer is required to fund needed sewer improvements or provide evidence that on-site systems are adequate.

The MUVOD is intended to encourage a mix of commercial, residential, and recreational uses and to promote compact, village style development that is pedestrian oriented, minimizes impacts on public services, creates a thriving small business environment, attracts new investment and economic development, and creates diverse housing opportunities. The overlay district applies to 43 acres of land located off Westford Road. Maximum lot coverage in the MUVOD is 25%, the minimum lot size is 2 acres, maximum building height is 2.5 stories or 45 feet, and a minimum separation of 20 feet is required between buildings on the same lot. However, the Planning Board may waive the dimensional requirements. The MUVOD also requires that public restrooms be made available. There are separate parking and landscaping requirements for this district.

When affordable housing is incorporated into the multifamily housing proposed, a developer may increase the number of dwelling units in a multi-family development by 25% above the standard one (1) unit per 20,000 square feet of parcel area by: 1) offering no less than 50% of the additional units at an affordable sale or rental price, or 2) transferring no less than 20% of the additional units to the Tyngsborough Housing Authority. The Town's inclusionary zoning requirement may apply to multifamily development such that at least 12% of the new units must be affordable in perpetuity. For projects with sixteen (16) or fewer units, a cash fee or a donation of developable land may be made in-lieu of providing on-site affordable units. A donation of developable land in the Town of Tyngsborough can be provided to the Tyngsborough Housing Authority, the Town Affordable Housing Trust Fund, or a comparable entity.

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

There are multiple potential locations for a 40R or other overlay district described as follows:

#### NORTHERN RETAIL CORRIDOR

This portion of town contains the highest concentration of retail and office space. It is also the future home of 500,000 square foot warehouse in the area north of Locust Ave. The most significant retail plaza for the town is located at 440 Middlesex Road. The former location of large retailers TJ Maxx, Trader Joe's, and others is undergoing redevelopment by Sam Park & Co. with a focus on entertainment and hospitality. The AMC Theater is still operating, but is for sale.

There are 41+ acres of underdeveloped overflow parking for the Pheasant Lane Mall located on the east side of Middlesex Road. In this location, Simon Properties and Seritage (Sears' holding company) either have property for sale or are investigating future development potential. This area is also adjacent to land in New Hampshire that is the priority location for the Capitol Corridor Project's southern Nashua station. This is proposed at the southern portion of the Mall - the portion owned by Seritage.

To the north, Nashua is very close and has extremely dense retail and multi-family development. Tyngsborough does not have any residential development (multi-family or otherwise) in this area. To the south, there is one multifamily condominium development at Pondview Place.

#### B-2 BUSINESS DISTRICT / TOWN CENTER

The Town completed a Town Center Plan in 2008 which was incorporated into the Master Plan from 2021. It's not likely that the Town would be supportive of "high density" housing at 15 units per acre so close to the center of Town, but there is a 27 acre parcel at 84 Kendall Road that could support housing development IF sewer service could be extended from Flint Road or if it crosses over Kendall Rd. from anticipated development at 93 Kendall.

#### WESTFORD RD. MIXED USE CORRIDOR

The Town has not been able to realize the potential of the existing MUVOD. Future market conditions for office and retail may make it even more challenging to realize the district's goals. Increased residential density and foot traffic would be beneficial in this portion of town. This may awaken the reuse of underutilized retail space.

The history of this district includes a multifamily development which stalled and ended due to estate issues. The original Special Permit was for 96 condo units and an expansion of the retail development at the corner of Westford and Dunstable Roads. The Town has engaged a new developer in discussions about this site and a potential application for a new project

with 144 units (possibly rentals) and a different non-residential use. The potential project would have a density higher than 15 units per acre.

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Tyngsborough has three existing multifamily developments which could not be developed today under current zoning. Through this planning process, these locations will be studied to understand the potential for a new district with densities that align with MBTA Communities requirements. These locations are Maple Ridge, Merrimac Commons/ Tyngsborough Crossings, and Colony Heights and Bench Mark Estates.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

There are a number of non-housing characteristics that are important for Tyngsborough to consider in its 3A zoning district. These characteristics include items identified in the Master Plan. The plan notes that along the Middlesex Road and Westford Road corridors in particular the Town should develop design guidelines to improve the visual quality of commercial and industrial development relative to landscaping, signage, lighting, access and parking lot design, and façade treatments.

The Master Plan also discusses the importance of connectivity in relation to future development and existing neighborhoods. This includes the town pursuing additional pedestrian linkages through new sidewalks, pathways and trail connections. In order to enhance the comfort and safety of people utilizing trail and sidewalk network, the plan recommends added streetscape amenities, such as benches, street trees, and pedestrian scale lighting. Further, the plan notes that the town should revise and update the parking requirements outlined in the development regulations to reflect more current standards for commercial, industrial, and residential uses and consider multi-modal options and requirements, including for bicycle parking.

Lastly, the Town may work with NMCOG and the LRTA to explore the expansion of the Tyngsborough Park and Ride facility which may have increased usage due to increased development and demand. The Park and Ride facility is expected to receive improvements and additional parking spaces as part of a proposed development on an adjacent parcel.

The Master Plan and HPP plan also note the importance of addressing infrastructure issues related to sewer, water and wastewater treatment in order to support an expanding tax base and development. Low impact development scenarios, continued compliance with MS4, and protection of natural resources, trees, and agricultural resources are also important for the community to consider in relation to the 3A-compliant district and in alignment with the Master Plan and HPP.

The following section describes recommendations in the Northern Middlesex Regional Transportation Plan for 2020-2040 are also important to the selection of MBTA zoning district boundaries:

- Year-round bus service on Middlesex Road in Tyngsborough
  - o A seasonal bus route currently serves the Pheasant Lane Mall, located at the north end of Middlesex Road, on Saturdays between Thanksgiving and January 15th. The public and Tyngsborough representatives felt strongly that service should be provided six days per week on a year-round basis. The expanded bus route is included in the LRTA Transit Service Plan for future implementation. (p. 6-29)
  - o A significant portion of the acreage identified in the HPP for potential housing sites is located along or near Middlesex Road (see HPP map

below). If developed, these sites would be serviced by the proposed LRTA line.

- Route 3 Exit 91 Southbound Ramp (pp. 5-32, 12-16)

- o The development of a Route 3 Southbound Ramp may impact one or more of the potential Danforth Road affordable housing sites identified by the HPP (see HPP map below).

- o At the time of the RTP writing, there this project had no identified funding source (p. 15-9).

- Extension of Commuter Rail from Lowell to North Chelmsford and Nashua, NH (p. 6-25)

- o The proposed extension does not appear to have a stop in Tyngsborough, but bus service linking portions of Tyngsborough with North Chelmsford and Nashua stations could benefit multi-family developments.

- o At the time of the RTP writing, there this project had no identified funding source (p. 15-9).

## Section 4: Action Plan Timeline

**Description Area** This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
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<b>Description Area</b>	Start
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<b>Description Area</b>	Finish
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<b>Short Answer</b>	Regulatory Review
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Feb 01, 2023
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Mar 31, 2023
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<b>Short Answer</b>	Development of Scenarios and Report on Scenarios
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Mar 01, 2023
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May 31, 2023
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<b>Short Answer</b>	Evaluation and Modeling
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Mar 01, 2023
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Sep 30, 2023
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<b>Short Answer</b>	Draft Zoning and potential Zoning Map amendments
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May 01, 2023
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Sep 30, 2023
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<b>Short Answer</b>	Submit draft zoning to DHCD for review prior to warrant filing
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Oct 20, 2023
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Dec 31, 2023
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<b>Short Answer</b>	Public Meetings/ Hearings (prep for Town Meeting with Planning Board)
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Jan 01, 2024

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Apr 30, 2024

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**Short Answer**

Annual Town Meeting

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May 07, 2024

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May 07, 2024

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**Short Answer**

Submit District Compliance application to DHCD

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Jun 01, 2024

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Jun 01, 2024

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Upton
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<b>1.2. Community Category</b>	Adjacent small town
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<b>1.3. Multifamily Unit Capacity Requirement</b>	150
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Michael Antonellis
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<b>1.7a. Title</b>	Director of Land Use & Inspectional Services (Town Planner)
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<b>1.7b. Email Address</b>	mantonellis@uptonma.gov
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<b>1.7c. Phone Number</b>	(508) 603-0219
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<b>1.8 Please provide the name of the municipal CEO</b>	Brett Simas
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<b>1.8b Mailing address of municipal CEO</b>	1 Main Street Upton, MA 01568
<b>1.8c Email address of municipal CEO</b>	bsimas@uptonma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The core team will consist of all Planning Board members, Town Planner, Town Manager, the Board of Selectmen liaison to the Planning Board, and technical support from CMRPC as needed. The Core Team will engage the help and expertise of all available, applicable staff, boards and committees, as well as State staff and resources.

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>2005 Master Plan, Housing Objective:</p> <p>3. Provide housing options that will allow residents to remain in town as they age and allow children of residents to establish families in Upton. 6. Recommend enacting bylaws to ensure that future housing development maintains the town's compliance with the 10% affordable housing requirement.</p> <p>Housing Goal: Preserve Upton's rural, small-town character and open space; ensure that housing development is slow, deliberate, and planned; and provide a diversity of housing affordability while maintaining a largely single-family character.</p> <p>2012 Housing Production Plan (currently being updated) strategies: f. Promote greater diversity and density of permitted housing type; g. Promote mixed-use development; j. create inventory for properties potentially suitable for affordable housing development.</p>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Updates to the 2012 Housing Production Plan

## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The town has yet to identify specific locations for the district but would likely be limited to Upton Town Center, West Upton and the immediate surrounding areas due to access to public water, public sewer, and walkable access to schools, work, community centers, churches and other accessible destinations as required by Chapter 40R. Any proposed district will likely include a lower than 20 units per acre density as permitted for towns under a population of 10,000, MGL 40R Section 6 (f), while still complying with the density requirements of MGL 40A, 3a.

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The town has yet to identify specific locations for the district but would likely be limited to Upton Town Center and the immediate surrounding areas due to access to public water and sewer. Other potential locations could include northern sections of town given the proximity to neighboring stations in Grafton and Westborough. Any proposed district will likely include restrictions to the height and size of structures, layout, design, and streetscape to conform to the town's established aesthetic as much as possible without being prohibitive.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

In order to support the density that is proposed, one of the more important considerations is access to public water and public sewer. If access to this infrastructure cannot be achieved after substantial study of the proposed districts, then the ability for such development to be able to create appropriate infrastructure while still complying with the requirements of 3a.

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## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

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**Description Area**

**Task**

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<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	May 01, 2023
	Sep 01, 2023
<b>Short Answer</b>	Developing Zoning
	Oct 01, 2023
	Mar 01, 2024
<b>Short Answer</b>	Applying DHCD's compliance model
	Apr 01, 2024
	May 01, 2024
<b>Short Answer</b>	Hold Legislative session and adoption
	May 01, 2024
	Jun 01, 2025
<b>Short Answer</b>	Submit district compliance application
	Jul 01, 2025
	Dec 31, 2025
<b>Short Answer</b>	Hold Planning Board meetings & hearings
	Jan 24, 2023
	Dec 31, 2025

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The schedule provided is a general framework for a proposed timeline and is not intended to be comprehensive in its scope. Legislative hearings are estimated to span from May 2024 to May 2025 in the case that zoning is not prepared in time for the May 2024 Town Meeting. Also, if a 3a zoning article were to fail at Town Meeting 2024 requiring a restart to the process with the intention of meeting the final deadline for compliance in December 2025. "Hold Planning Board meetings & hearings" is noted as taking place throughout the duration of the process. While formal Zoning change hearings will be conducted prior to Town meeting before May 2024, it is anticipated that the Board will have several meetings on the topic in addition to several hearings leading up to the May 2024 TM and the May 2025 TM if necessary.



## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Wakefield

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 1696

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Wakefield and Greenwood

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Melrose Highlands MBTA Commuter Rail Station
<b>1.7. Please provide the name of the person filling out this form</b>	Erin Kokinda
<b>1.7a. Title</b>	Community & Economic Development Director
<b>1.7b. Email Address</b>	ekokinda@wakefield.ma.us
<b>1.7c. Phone Number</b>	(781) 246-6397
<b>1.8 Please provide the name of the municipal CEO</b>	Stephen P. Maio
<b>1.8b Mailing address of municipal CEO</b>	1 Lafayette Street Wakefield, MA 01880
<b>1.8c Email address of municipal CEO</b>	smaio@wakefield.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	James Hogan, Planning Board Vice-Chair Theo Noell, Planning Board Chair Stephen P. Maio, Town Administrator William Renault, Town Engineer Erin Kokinda, Community & Economic Development Director, Zoning Board of Appeals Appointee Town Council Appointees Environmental Sustainability Committee Appointee Potentially private consultant (TBD)

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town of Wakefield produced a Housing Production Plan (HPP) on February 19, 2015, it expired on February 18, 2022. The Town continues to use the HPP as a guide as we look at our housing goals and achievements. The HPP highlighted building local capacity to promote affordable housing which in return the Town introduced an inclusionary zoning bylaw of 18% for multifamily developments in the community. The HPP also prioritized pursuing opportunities for mixed-use and transit-oriented development. In 2015, the Town of Wakefield adopted a mixed-use, transit-oriented district. This 2,500' radius from the Wakefield MBTA station district has produced many new multifamily and affordable units along the MBTA train line. It continues to do so through a special permit process with the Zoning Board of Appeals. The HPP also mentioned promoting "Friendly 40B" developments; in the last year, the Town of Wakefield has had two 40B projects in front of our Zoning Board of Appeals, one was approved, and the other is currently undergoing the ZBA process. The Town is currently working on establishing an Affordable Housing Trust, which was an HPP recommendation. With the Town having an Affordable Housing Trust, we aim to address more of the communities housing concerns with the Trust's support. The Town is undergoing a Master Plan process, one of the topics being Housing. We have not created a Master Plan since 2004, so the information that is recommended with Housing will be resourceful to us as we work to achieve more of our housing goals. Once the Master Plan is completed, we will update our Housing Production Plan.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

We have had conversations with communities who have implemented 40R districts within their community and how Wakefield could best position itself to create this district in the future possibly. This was also a recommendation from our Housing Production Plan. We are also partnering with the Town of Stoneham and the City of Melrose to apply for MAPC's Technical Assistance Program (TAP) to look at our Subsidized Housing Index (SHI) figures and learn how to streamline the process more efficiently. our Housing Production Plan. We are also partnering with the Town of Stoneham and City of Melrose to apply for MAPC's Technical Assistance Program (TAP) to look at our Subsidized Housing Index (SHI) figures and learn how to streamline the process more efficiently.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The Town of Wakefield has a mixed-use overlay district 2,500' from the Wakefield MBTA station. Currently, this district allows mixed-use, multifamily developments through a special permit at the Zoning Board of Appeals. This process includes a site plan review. We will need to look at this overlay district with DHCD's compliance model to see if we fit the minimum units, gross area, and other requirements. We will also look at the Greenwood MBTA station area to see what multifamily district could be created there, as our mixed-use overlay district does not cover that MBTA station. Finally, we will need to review our district's current dimensional regulations and parking requirements.

**File** <https://www.formstack.com/admin/download/file/13898005055>

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries  
Dimensional regulations  
Parking requirements  
Other: We will need to decide who is the Site Plan Review authority. Currently, with this district a Special Permit through the Zoning Board of Appeals is required for mixed-use and multifamily developments.

**Explanation:** We are currently not at the point to answer this question as we haven't done a deep dive into what exact changes might be necessary for this existing district to comply, but we do know we will need to look at all of the things listed above.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The two potential districts we are currently analyzing are located near our MBTA commuter rails, Wakefield and Greenwood Station. The district by Wakefield MBTA Station falls within our mixed-use overlay district and has seen many multifamily, mixed-use developments over the last five years. We want to continue promoting transit-oriented development around this station as it is also in close proximity to our downtown commercial business district. This area is currently zoned a mix of industrial, business, and general residence. The second potential district is located by the Greenwood MBTA station. This area is currently zoned a mix of business, single residence, and general residence. This area also has our Greenwood commercial business district. We currently do not have many multifamily developments in this area. Please see a map we worked on for two potential districts- please note, this is only a draft for visual purposes. Please reach out if you would like to see the Greenwood map.

**File** <https://www.formstack.com/admin/download/file/13898005067>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Accessibility to MBTA transit options including commuter rail, bus, etc., close proximity to our commercial business districts and street retail to expand our town's business offerings, walkability, bike lanes, bike infrastructure (bike racks, bike shelters, etc.), school capacity and accessibility, green infrastructure, safety, lighting, municipal services, ADA infrastructure, street tree canopies, open space, and recreational opportunities.

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Planning Board Public Outreach

Dec 13, 2022

Feb 28, 2023

**Short Answer**

Presentation to Wakefield Town Council

Mar 01, 2023

Mar 01, 2023

**Short Answer**

Establish 3A Working Group/Secure TA Consultant

Jan 01, 2023

Feb 28, 2023

**Short Answer**

Working Group Develop Zoning/Apply DHCD's compliance model to test for density and unit capacity/continue to work with TA Consultant

Mar 01, 2023

Nov 01, 2023

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**Short Answer**

Establish bylaw language for new 3A zoning

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Sep 01, 2023

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Nov 01, 2023

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**Short Answer**

Planning Board Public Hearings

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Nov 15, 2023

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Feb 15, 2023

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**Short Answer**

Present to Town Council/Town Meeting Zoning Adoption

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Mar 01, 2024

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Apr 01, 2024

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**Short Answer**

Submit Compliance to DHCD

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Oct 01, 2024

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Dec 01, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Please note this is an estimated timeline of our process within the Town of Wakefield. Also, we are working on filling out applications with DHCD and MHP for technical assistance to direct us during this process. Also, I hope something will be done when it comes to the affordability aspect of this. We currently have 18% IZ and have found developers have been able to make it successful. I understand smaller multifamily units could be different, but I still do not understand why we would need a third-party feasibility study if we have already proven it works in our community.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Walpole

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 1506

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Walpole Station

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Windsor Gardens (Norwood), Foxboro Station (Patriot Place)
<b>1.7. Please provide the name of the person filling out this form</b>	Patrick Deschenes
<b>1.7a. Title</b>	Director of Community & Economic Development
<b>1.7b. Email Address</b>	pdeschenes@walpole-ma.gov
<b>1.7c. Phone Number</b>	(508) 660-7352
<b>1.8 Please provide the name of the municipal CEO</b>	James Johnson
<b>1.8b Mailing address of municipal CEO</b>	135 School Street Walpole, MA 02081
<b>1.8c Email address of municipal CEO</b>	jjohnson@walpole-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Municipal staff assistance from Lauren Michalski, Permit Administrator and James Crowley, Building Commissioner. The Town also recently received a technical assistance grant from the Massachusetts Housing Partnership's 3A-TA program. The Barrett Planning Group has been designated the Town's consultant on the program.

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The Town has a valid Housing Production Plan and is in the process of completing an updated Master Plan.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

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## Section 3: Preliminary Zoning Strategies



**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- District boundaries
- Use schedule
- Parking requirements

**Explanation:**

We currently allow Mixed-Use Residential Developments by-right within our Central Business zoning district, but not multi-family by itself, so this change would need to occur. We are also in the process of amending the parking scale for residential use within this zoning district to allow for greater use of the developable land. On the surface we feel the proposed underlying zoning district meets size and location requirements, but will need to further verify.

**File**

<https://massgov.formstack.com/admin/download/file/14025732036>

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Town's Central Business District would be the location that we would primarily focus on for meeting compliance. Our MBTA station is located within this zoning district.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

With our potential location being within the Central Business Zoning District of our town, we would like to preserve the retail and commercial character of the district. The area also has a growing residential presence that is continuing to expand through upcoming projects. Maintaining a safe and inviting pedestrian environment is also important for this location.

## **Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;&nbsp;&nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;&nbsp;&nbsp;Public outreachDeveloping zoning&nbsp;&nbsp;&nbsp;Applying DHCD's compliance model to test for density and unit capacityHolding planning board hearings&nbsp;&nbsp;&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;&nbsp;&nbsp;Submit District Compliance application to DHCD

**Description Area**

**Task**

<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Work with consultant awarded through MHP's 3A-TA technical assistance grant
	Feb 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	While working with consultant, develop potential zoning amendments needed to reach compliance
	Feb 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Apply DHCD's compliance model to test for density and unit capacity
	May 01, 2023
	Jun 30, 2023
<b>Short Answer</b>	Present proposed amendments to the Planning Board and Select Board for initial feedback and discussion
	Jul 01, 2023
	Oct 01, 2023
<b>Short Answer</b>	Hold public outreach meetings to address publicly as well as conduct meetings with other stakeholder groups (Housing Partnership, Economic Development Commission, etc.)
	Oct 01, 2023
	Mar 30, 2024
<b>Short Answer</b>	Seek sponsorship of compliant zoning article for 2024 spring town meeting and follow all regulatory requirements in doing so
	Nov 01, 2023
	Jan 30, 2024
<b>Short Answer</b>	Seek approval of compliant zoning through Town Meeting (Spring 2024)
	May 01, 2024
	Mar 30, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD

Jun 01, 2024

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Dec 31, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

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Fairly straightforward process. Happy to answer any questions regarding our responses.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Waltham

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 3982

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Carter Street Commuter Rail Station, Brandeis/Roberts Commuter Rail Station

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Kendall Green Station-Weston, Waverley Station-Belmont
<b>1.7. Please provide the name of the person filling out this form</b>	Patricia Azadi
<b>1.7a. Title</b>	First Assistant City Solicitor
<b>1.7b. Email Address</b>	pazadi@city.waltham.ma.us
<b>1.7c. Phone Number</b>	(781) 314-3330
<b>1.8 Please provide the name of the municipal CEO</b>	Jeannette A. McCarthy
<b>1.8b Mailing address of municipal CEO</b>	City Hall, 610 Main Street Waltham, MA 02452
<b>1.8c Email address of municipal CEO</b>	mayor@city.waltham.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Eric Rizzo - GIS Coordinator Frank Craig - Chair, Waltham Board of Assessors Robert Winn - City Engineer J. Michael Garvin - Traffic Engineer School Superintendent's office

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	See supplemental responses attached.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	See supplemental responses attached.

## Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- d. A new base zoning district or districts
- e. Other zoning strategy

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**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

See supplemental responses attached.

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**File** <https://www.formstack.com/admin/download/file/14094360331>

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Dimensional regulations

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**Explanation:** See supplemental responses attached.

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

See supplemental responses attached.

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**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

See supplemental responses attached.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

See supplemental responses attached.

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## **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach
	Mar 01, 2023
	Mar 31, 2023
<b>Short Answer</b>	Developing zoning
	Mar 01, 2023
	May 31, 2023
<b>Short Answer</b>	Applying DHCD compliance model
	May 01, 2023
	Jun 15, 2023
<b>Short Answer</b>	Holding Board of Survey and Planning hearings
	Jun 15, 2023
	Jun 30, 2023
<b>Short Answer</b>	Holding City Council sessions and adopt compliant zoning
	Jun 15, 2023
	Sep 30, 2023
<b>Short Answer</b>	Submit district compliance application to DHCD
	Nov 10, 2023
	Nov 30, 2023

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.** See supplemental responses attached.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Wareham

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 1297

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**Description Area** Although there is an MBTA commuter rail station within its municipal boundaries, this municipality's community category is Adjacent. This is because the methodology used to determine community category considers not only whether a station is located within municipal boundaries, but also whether that station has at least 100 acres of "developable station area" within the boundaries. Section 1 of the Guidelines provides definitions of "transit station area", "developable station area", and "developable land" to explain how this determination was made.

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Downtown Village

<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	kenneth buckland
<b>1.7a. Title</b>	Director of Planning and Community Development
<b>1.7b. Email Address</b>	kbuckland@wareham.ma.us
<b>1.7c. Phone Number</b>	(508) 291-3100
<b>1.8 Please provide the name of the municipal CEO</b>	Derek Sullivan
<b>1.8b Mailing address of municipal CEO</b>	54 Marion Road Town Hall Wareham, MA 02571
<b>1.8c Email address of municipal CEO</b>	dsullivan@wareham.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	SRPEDD

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Housing Production Plan
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Construction of Town affordable housing project

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## Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

a. An existing zoning district or districts that might already comply with the Section 3A Guidelines

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

A General Commercial CG zoning district exists in the geographic center of the town and is hundreds of acres in size. As of right zoning allows a density of 1 residential unit/1,000 sq.ft. making this deense enough to meet the housing goal of the program.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The town has a redevelopment plan being put into place for the downtown village that will significantly increase the density of housing units under the proposed zoning..

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public outreach

Feb 13, 2023

Mar 31, 2023

**Short Answer**

Develop zoning

Feb 13, 2023

Mar 30, 2023

**Short Answer**

Apply model

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Feb 13, 2023

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Mar 30, 2023

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**Short Answer**

Hold hearings

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Mar 27, 2023

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Apr 13, 2023

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**Short Answer**

Adopt zoning

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Apr 24, 2023

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Apr 24, 2023

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**Short Answer**

Submit Compliance document

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May 08, 2023

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May 08, 2023

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Watertown

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 1701

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Waverley Station, Belmont
<b>1.7. Please provide the name of the person filling out this form</b>	Steve Magoon
<b>1.7a. Title</b>	Director, Department of Community Development & Planning; Assistant City Manager
<b>1.7b. Email Address</b>	smagoon@watertown-ma.gov
<b>1.7c. Phone Number</b>	(617) 972-6417
<b>1.8 Please provide the name of the municipal CEO</b>	George Proakis
<b>1.8b Mailing address of municipal CEO</b>	149 Main Street Watertown, MA 02472
<b>1.8c Email address of municipal CEO</b>	gproakis@watertown-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Gideon Schreiber, Assistant Director, Community Development & Planning; Larry Field, Senior Planner. The City intends to retain a consultant to develop a plan for an area around Watertown Square that will include zoning language/and map amendments for multifamily housing and MBTA Communities compliance.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The City of Watertown has long promoted the creation of both multifamily housing and affordable housing. The City has been designated a Housing Choice community in the program's first two rounds, reflecting its track record for housing production. This production has occurred in significant part because the City created zoning districts that work for multifamily housing, particularly in the Arsenal Street and Pleasant Street corridors. The City's current Housing Plan, adopted by the City Council in March 2021, focuses on projects consisting of 100% affordable housing, particularly for households below 60% of area median income, that would complement the steady production of multifamily units (and affordable units via the City's successful inclusionary zoning program).

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

The City is in the midst of a Comprehensive Plan process, with a draft plan expected in February 2023. The draft plan will include recommendations relevant to this Action Plan: 1) that the City promote housing production in/around Watertown Square, and 2) that the City should initiate an area planning process for Watertown Square immediately after the Comprehensive Plan is completed, with multifamily housing and MBTA Communities compliance as key aspects.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Use schedule

**Explanation:**

The existing permitting process in the Central Business district (generally special permit) would need to be by right. The "use" box is checked because of first floor requirements that would not be allowed under the Guidelines.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The potential 40R or other overlay district would be centered in the Watertown Square area. There is an existing Central Business (CB) district. There are also areas outside the CB that are, or may be, suitable for multifamily housing at 15/acre. The Watertown Square planning process could recommend creating a 40R or other overlay district that includes some or all of the CB and some or all of these areas.

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

The potential new base zoning district would be centered in the Watertown Square area. In addition to the area currently covered by the CB district, there are other areas nearby that are, or may be, suitable for multifamily housing at 15/acre. The Watertown Square planning process could recommend changes to base zoning that change the existing district boundaries and the requirements and current restrictions within the zone(s).

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The City has already taken many non-housing characteristics into account in focusing on Watertown Square, including: walkability, bus connections, pedestrian and bike infrastructure, municipal services, retail, employment nodes, open space and the Charles River, and other amenities. As with any potential development area, the City considers accessibility and climate issues, including energy-efficiency and street tree canopy. The non-housing characteristic that will be a critical issue in the City's planning for a compliant district is balancing our interest in first floor retail on key streets in/around Watertown Square and the ban on requiring mixed use in a compliant MBTA zoning district.

**Section 4: Action Plan Timeline**

<b>Description Area</b>	This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach Developing zoning Applying DHCD's compliance model to test for density and unit capacity Holding planning board hearings Holding legislative sessions and adopt compliant zoning Submit District Compliance application to DHCD
<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Watertown Square planning process, including public outreach, and concluding with a plan
	Apr 30, 2023
	Apr 01, 2024
<b>Short Answer</b>	Applying DHCD's compliance model to potential options
	Feb 01, 2024
	Mar 31, 2024
<b>Short Answer</b>	Developing draft zoning that is consistent with plan recommendations and complies with MBTA Communities
	Mar 01, 2023



Apr 01, 2024

**Short Answer**

Submission of proposed zoning to City Council for First Reading/referral

Apr 01, 2024

Apr 30, 2024

**Short Answer**

Planning Board hearing

May 01, 2024

May 31, 2024

**Short Answer**

City Council hearing and adoption

Jun 01, 2024

Jun 30, 2024

**Short Answer**

Submit District Compliance application to DHCD

Jun 01, 2024

Jun 30, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Wayland

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Robert Hummel

**1.7a. Title** Town Planner

**1.7b. Email Address** rhummel@wayland.ma.us

**1.7c. Phone Number** (508) 358-3778

**1.8 Please provide the name of the municipal CEO** John Bugbee

<b>1.8b Mailing address of municipal CEO</b>	41 Cochituate Road Wayland, MA 01778
<b>1.8c Email address of municipal CEO</b>	jbugbee@wayland.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Wayland Planning Board Wayland Housing Partnership Brendan Decker, Wayland GIS Coordinator Judi Barrett, Barrett Planning Group - MHP Consultant

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>Encourage and facilitate two-family and community-scale multifamily dwellings</p> <p>Encourage and facilitate meaningful, effective, and affordable transportation demand management services and public transit to residents of new developments</p> <p>Identify the potential for infill affordable housing development through a Route 20 corridor study</p> <p>Strengthen regional partnerships for affordable housing efforts and take full advantage of regional resources</p> <p>Adopt zoning bylaws and regulations to meet new requirements for MBTA Communities</p>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	The Town's Municipal Affordable Housing Trust Fund Board has been pursuing affordable housing projects. The Housing Partnership and the Trust Fund Board have been considering how to assist with defraying the cost of capital improvements/repairs to owner-occupied affordable dwellings.

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## Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

a. An existing zoning district or districts that might already comply with the Section 3A Guidelines  
 c. A new 40R or other overlay zoning district  
 d. A new base zoning district or districts

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The River's Edge Housing Overlay District comprises 8 acres containing 218 dwellings units on a main thoroughfare.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The Town may consider an overlay district.

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Near the existing commercial zoning districts, in village centers, and along major roads in Town.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Existing roadway infrastructure to support increased population, lack of public transportation, possible future bus connections, accessible sidewalks and crosswalks, availability of retail/service businesses and ability to walk to them, rail trail connections

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area** Task

**Description Area** Start

<b>Description Area</b>	Finish
<b>Short Answer</b>	Public outreach
	Dec 06, 2022
	Jul 31, 2023
<b>Short Answer</b>	Developing zoning
	Apr 01, 2023
	Sep 30, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Jun 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Holding planning board hearing
	Oct 01, 2023
	Dec 15, 2023
<b>Short Answer</b>	Holding legislative sessions and adopt compliant zoning
	May 01, 2024
	May 31, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Jul 01, 2024
	Jul 31, 2024

# Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

## Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Wellesley

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 1392

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Wellesley Square, Wellesley Hills, Wellesley Farms

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Waban T Station
<b>1.7. Please provide the name of the person filling out this form</b>	Meghan Jop
<b>1.7a. Title</b>	Executive Director of General Government Services
<b>1.7b. Email Address</b>	mjop@wellesleyma.gov
<b>1.7c. Phone Number</b>	(781) 431-1019 ext. 2200
<b>1.8 Please provide the name of the municipal CEO</b>	Wellesley Select Board Chair Lise Olney
<b>1.8b Mailing address of municipal CEO</b>	525 Washington Street Town Hall Wellesley, MA 02482
<b>1.8c Email address of municipal CEO</b>	sel@wellesleyma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Eric Arbeene, Interim Planning Director Emma Coates, Planner Michael Grant, Inspector of Buildings Marybeth Martello, Sustainability Director Amy Frigulietti, Assistant Executive Director, Economic Dev. Meghan Jop, AICP, Executive Director of General Gov't Services

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The Town approved a Housing Production Plan (HPP) in September of 2018, and achieved Housing Choice Designation by the Commonwealth in March 2021. Since adoption of the HPP, the Town has reached over 11% in the Subsidized Housing Inventory. Since adoption the Town has achieved several critical goals including adoption of zoning provisions for a 40R District that allows for 600 housing units in 2019 of which 350 units were recently completed. There is currently a proposal to increase the density in the 40R to 850 units which will be reviewed in April 2023 at the Annual Town Meeting. The Town in 2019 expanded the Residential Incentive Overlay Zoning District to several sites to expand and encourage multifamily housing within close proximity to the Wellesley Square Commuter Rail Station. That zoning resulted in 26 units at 148 Weston Road, plus 2 affordable units on an adjacent site. The second project is at the Terrazza at the former Delanson Circle site which resulted in 35 units with 4 affordable on an adjacent site. There is a new proposal for the Annual Town Meeting to place a Residential Incentive Overlay district over an existing 14 acre site currently owned and operated by the Sisters of Charity. The HPP encouraged the redevelopment of office parks, and the 40R district does just that redeveloping the Wellesley Office Park with the 40R District. Additionally, the Town is working with a team of Boston College Seniors on a Real Estate Capstone Project to reimagine another office park area along the Charles River. The Town adopted an accessory dwelling unit provision at the 2022 Annual Town Meeting, and we continue to await the first project to come through. The Town's Housing Development Corporation in 2022 recently conducted an affordable housing market study to determine where deficiencies exist in the market, and has several multifamily projects previously approved through 40B under construction.

The Town also has the Unified Plan "UP" (adopted in 2019) which is both the Town's Comprehensive Plan and the Town's strategic plan. The UP also called for Accessory Dwelling Units, increased density, and diversity of housing types in appropriate locations. Given the duration of the UP process, the UP also called for adoption of the Housing Production Plan, which was achieved nearly simultaneously to the UP. As part of the UP, the Town further focused on public transportation to improve accessibility between multifamily housing and places of work and the broader commuter networks. The UP recommended an RFP for use of two town lots known as the Tailby and Railroad Commuter Parking Lots. The Town did release the RFP for those sites and was in negotiation with a developer, however the Town determined some reimagination was necessary on moving forward with that particular project. The UP also called for the study and analysis of the Wellesley Housing Authority land known as Barton Road. The CPC did fund a feasibility study, and next steps are currently being contemplated.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

In addition to preparing to meet the MBTA Communities requirements, the Town is working to expand housing density within the existing 40R District at Wellesley Office Park and has a Warrant Article for the Annual Town Meeting to rezone a 14 acre parcel with a Residential Incentive Overlay. The Town is also working closely with a developer on a plan to redevelop a series of single family residential parcels that were aggregated to rezone for upwards of 70 housing units within walking distance to Wellesley Hills Commuter Rail Station. The Town is also working with a developer who has acquired a 9 acre parcel split between Wellesley and Natick on an assisted living and memory care project site. This will require rezoning in both Natick and Wellesley. The Town has capital funds to study the Cedar Street/ Route 9 Commercial District which will encompass commercial, residential, and housing authority land. The Town anticipates a redevelopment of existing commercial into mixed use housing project in 2023.

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### **Section 3: Preliminary Zoning Strategies**

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- e. Other zoning strategy

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

Wellesley has the following districts that are compliant: Wellesley Park Smart Growth Overlay District (40R District), Wellesley Square Commercial District, Business Districts, Business A Districts, Industrial Districts, Industrial A Districts, and the Residential Incentive Overlay District, Limited Apartment Districts, and Lower Falls Village Commercial. The density for these districts is identified in Area Regulations Section 5.2.C.2 and 3 as 2500 square feet of land per each housekeeping unit which equates to 17 units per acre. In the Wellesley Square Commercial District (via Special Permit) and Residential Incentive Overlay Districts (as of right) that can further be increased to 24 units per acre as it states there is a requirement for 1800 square feet of land per each housekeeping unit.

**File**

<https://massgov.formstack.com/admin/download/file/14093944001>

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Parking requirements  
Other: Project Approval Regulations

**Explanation:**

The Town of Wellesley, under Project Approval, has three primary review functions. The first is an advisory Design Review component with a Design Review Board. The second, unlike many communities, is a special permit issued by the Planning Board that reviews the offsite impacts to seven capital infrastructure components including Water, Sewer, Stormwater, Electric, Traffic and Pedestrian Safety, Fire and Life Safety, and Refuse. In consultation with DHCD, they have indicated this special permit is a barrier to housing and therefore not allowed. The third component is site plan review issued by the Zoning Board of Appeals for architecture, landscaping, lighting, interior circulation, ingress, egress, construction management, etc. Under the Town's 40R provisions the Town had to modify this process to a streamlined site plan review for the housing components. The team is currently evaluating how to address site plan review to meet the MBTA communities designation.

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**File**

<https://massgov.formstack.com/admin/download/file/14093944004>

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**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

The Town's current strategy is to evaluate the existing 40R Site Plan Review for housing and Project of Significant Impact provisions for non-housing related projects. Please see 40R Site Plan Review procedures. We may also seek to rezone the Tailby Parking Lot and a property at 27 Linden Street to create connectivity between Wellesley Square Commercial District and Industrial zoned properties along Linden Street. The rezoning of the Tailby Parking Lot will create connectivity between two ripe areas for development of housing around the Wellesley Square Commuter Rail station. In addition to connecting the zoning, the current multi-unit zoning on Tailby and 27 Linden has an age restriction requirements that must be removed in order to meet the provisions of 3A.

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**File**

<https://massgov.formstack.com/admin/download/file/14093944006>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The Town has recently completed a Climate Action Plan (CAP) and a Sustainable Mobility Plan (SMP). In addition to meeting housing objectives, the Town continues to support our thriving commercial districts located in Wellesley Square, Linden Square, Wellesley Hills, Lower Falls, Wellesley Fells, Washington and State Street, Walnut Street Corridor, and Cedar Street corridors. We strive to have proper alternative modes of transportation for residents of all ages. The Town is incrementally working to reduce all bus fees for school age children over a 5 year period and works with the MWRTA for both fixed route and micro transit services. The Town has worked over the past 18 months to expand the use of micro transit and currently ridership is at an all-time high. The Town is working closely with the MBTA to continue the clock face scheduling, and more importantly to bring the Town's 3 commuter rail stations into compliance with the Americans with Disabilities Act. As the Commonwealth mandates high density within proximity to MBTA stations, the mandate must also be on the Commonwealth to make this critical infrastructure accessible to all. Wellesley at this time has ZERO ADA compliant stations. The Town has invested in maintaining a complex series of trails and open spaces that provide enjoyment and enhancement to locations supporting multi-unit structures and residential areas. The Town is currently working to improve and/or reimagine the Wellesley Square Amenities including pedestrian, bike, and placemaking aspects including gathering space, lighting, landscaping, public art, benches, trash receptacles, etc. The Town continues to prioritize safe routes to school and routes to the Commuter stations for pedestrians and bicyclists. The Town is working to meet greenhouse gas emissions reduction goals to reduce to zero net GHG emissions by 2050 as mandated by a Town Meeting directive and Climate Action Plan. The Town is currently seeking 2023 Annual Town Meeting passage of the opt-in stretch code to reduce reliance on fossil fuels. The Town has a Municipal Light Plant, which, with goals of electrification, maintains some of the most favorable electric rates in the Commonwealth. The Town is also working to approve use of the PACE program to further allow for sustainable borrowing to enhance existing multi-unit redevelopment projects.

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**Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Finalize proposed zoning modifications
	Jan 01, 2023
	Jun 15, 2023
<b>Short Answer</b>	Apply Compliance Model To test Density and Capacity
	Jan 01, 2023
	Mar 15, 2023
<b>Short Answer</b>	Board Discussions with Planning and SB
	May 01, 2022
	Jun 30, 2023
<b>Short Answer</b>	Hold Planning Board Public Hearings
	Sep 01, 2023
	Oct 01, 2023
<b>Short Answer</b>	Adopt Zoning Proposal
	Oct 15, 2023
	Oct 31, 2023
<b>Short Answer</b>	Submit Compliance to DHCD
	Nov 15, 2023
	Dec 31, 2023

**Short Answer**

Should Zoning Fail - Modify for ATM 2024

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Mar 28, 2024

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Apr 30, 2024

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**Short Answer**

Should Zoning Fail - Modify for STM 2024

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Oct 15, 2024

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Oct 31, 2024

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Wenham
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	365
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Hamilton-Wenham
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Margaret Hoffman
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<b>1.7a. Title</b>	Planning Coordinator
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<b>1.7b. Email Address</b>	mhoffman@wenhamma.gov
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<b>1.7c. Phone Number</b>	(978) 468-5520 ext. 8
<b>1.8 Please provide the name of the municipal CEO</b>	Gary Cheeseman
<b>1.8b Mailing address of municipal CEO</b>	138 Main Street Wenham, MA 01984
<b>1.8c Email address of municipal CEO</b>	gcheeseman@wenhamma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	JM Goldson LLC (Planning Consultants through MHP Technical Assistance Grant) Wenham Planning Board

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Wenham Affordable Housing Trust Action Plan 2019-2023 <a href="https://cms4files1.revize.com/wenhamma/docs/Wenham%20Trust%20Action%20Plan_FINAL_062018.pdf">https://cms4files1.revize.com/wenhamma/docs/Wenham%20Trust%20Action%20Plan_FINAL_062018.pdf</a>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Wenham is in the process of developing a Master Plan that has a housing component.

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	d. A new base zoning district or districts
<b>3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.</b>	The area within the half mile of the Hamilton Wenham Train Station that includes land on Larch Row and a portion on Main Street. We will have more definitive areas designated once we work with the consultant through the MHP grant.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Suitability of soils for septic, Water resources, Rte 1A traffic patterns, similar development in Hamilton in the same vicinity, Wetlands, suitability of sidewalks, high land costs, adequate municipal services, bike lanes

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Mar 01, 2023

Apr 01, 2024

**Short Answer**

Developing Zoning

Apr 01, 2023

Apr 30, 2023

**Short Answer**

Applying DHCD's compliance model to test for density and unit capacity

Mar 01, 2023

Mar 31, 2023

**Short Answer**

Holding planning board hearings

Jan 13, 2024

Jan 13, 2024

**Short Answer**

Holding legislative sessions and adopt compliant zoning



Apr 02, 2024

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Apr 02, 2024

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**Short Answer**

Submit District Compliance application to DHCD

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Apr 20, 2024

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Apr 20, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The Town of Wenham has been approved for a technical assistance grant from MHP and will be using the services of JM Goldson to develop the Bylaws required under the new MBTA Communities regulations. JM Goldson is currently working on our Master Plan and will be starting work under the MHP grant in mid to late February 2023. We anticipate the draft regulations will be ready for our Town meeting in April of 2024.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	West Boylston
<b>1.2. Community Category</b>	Adjacent community
<b>1.3. Multifamily Unit Capacity Requirement</b>	587
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Jennifer Warren-Dyment
<b>1.7a. Title</b>	Town Administrator
<b>1.7b. Email Address</b>	jwarren@westboylston-ma.gov
<b>1.7c. Phone Number</b>	(774) 261-4088
<b>1.8 Please provide the name of the municipal CEO</b>	Jennifer Warren-Dyment

<b>1.8b Mailing address of municipal CEO</b>	West Boylston Town Offices 140 Worcester Street West Boylston, MA 01583
<b>1.8c Email address of municipal CEO</b>	jwarren@westboylston-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	West Boylston Planning Board: Sarah Miles, Chair; Vincent Vignaly, Vice Chair; Marc Frieden, Clerk; Barur Rajeshkumar; and Francesco Lopriore.  Town Administrator: Jennifer Warren-Dyment  CMRPC Technical Assistance: Emily Glaubitz and Trish Settles

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>2018 Housing Production Plan (expires November 13, 2023) Strategies include: 1. Develop local capacity to plan and advocate for, as well as to develop and manage affordable housing units 2. Identify sites for creation of affordable housing through new development, redevelopment, or preservation. 3. Update zoning to create opportunities for development of affordable housing, and to encourage diversity in housing options.</p> <p>2005 West Boylston Master Plan  <a href="https://www.westboylston-ma.gov/town-wide-planning/pages/master-plan">https://www.westboylston-ma.gov/town-wide-planning/pages/master-plan</a> particularly strategy 11 of the Housing Element. "Consider re-zoning additional land for higher density housing, especially land near bus routes and with access to water and sewer services. Zoning bylaw requirements for multi-family housing should be revised to include standards to achieve high quality design, neighborhood compatibility, and environmental protection."</p>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

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## Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The location abuts Worcester and would be close to existing public transit. The community has already identified the property as within the Multi-Story/High Rise District. The Multi-Story District is defined in Section 2.8 of the Zoning Bylaw. We believe we are required to have 39 acres minimum and this area is over 40 acres.

[https://www.westboylston-ma.gov/sites/g/files/vyhlif1421/f/uploads/2021.05.17\\_zoning\\_bylaws\\_1.pdf](https://www.westboylston-ma.gov/sites/g/files/vyhlif1421/f/uploads/2021.05.17_zoning_bylaws_1.pdf)

The town proposes to create a new district.

**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

no other district is id'd at this time

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Strategy 11 of the West Boylston Master Plan Housing Element. "Consider re-zoning additional land for higher density housing, especially land near bus routes and with access to water and sewer services. Zoning bylaw requirements for multi-family housing should be revised to include standards to achieve high quality design, neighborhood compatibility, and environmental protection."

Accessibility to infrastructure, and services,  
Impact on town services, school district, tax rate,  
Diversity of affordability, style, size

## Section 4: Action Plan Timeline

### Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreachDeveloping zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacityHolding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

### Description Area

### Task

<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Apply compliance model
	Jan 10, 2023
	Feb 28, 2023
<b>Short Answer</b>	Develop Zoning
	Mar 01, 2023
	May 31, 2023
<b>Short Answer</b>	Hold Planning Board Meetings, Public Outreach
	Jun 01, 2023
	Jul 31, 2023
<b>Short Answer</b>	Hold Public Hearings
	Aug 01, 2023
	Sep 30, 2023
<b>Short Answer</b>	Town Meeting Vote; Adopt compliant Zoning
	Oct 01, 2023
	Oct 31, 2023
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Nov 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Repeat if needed
	Jan 01, 2024
	Dec 31, 2024

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** West Bridgewater

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 145

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Tracy Altrich

**1.7a. Title** Town Planner/Coordinator of Inspectional Services

**1.7b. Email Address** taltrich@wbridgewater.com

**1.7c. Phone Number** (508) 894-1200 ext. 7107

**1.8 Please provide the name of the municipal CEO** David Gagne

**1.8b Mailing address of municipal CEO** 65 North Main Street  
West Bridgewater, MA 02379

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**1.8c Email address of municipal CEO** dgagne@wbridgewater.com

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Proposed:  
Hugh Hurley - Planning Board;  
William Lucini - Zoning Board of Appeals;  
Tracy Altrich - Town Planner/Coordinator of Inspectional Services;  
Laurie Dolne - Head Administrative Secretary/Grant Writer; and  
Consultants as identified throughout the process

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## Section 2: Housing Overview

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.** Master Plan identified needs to: 1) support Housing Authority's plans to develop housing (currently application is in process to create additional units; 2) develop mixed use (updated Zoning By-Law to create a Town Center District that allows for and encourages mixed use development; and 3) different types of housing and affordable housing (new 40B developments are underway).

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**2.2. Is this municipality currently working on any other planning for housing?** No

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## Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)** c. A new 40R or other overlay zoning district  
e. Other zoning strategy

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).** Likely approach will be to create a new overlay district, but we are open to other suggestions identified by consultants we hope to engage to assist with compliance. Currently, West Bridgewater only allows single and two family dwellings and the Town will need an overlay district that allows for cluster or multiple unit apartment development projects. We are considering the northern part of Town adjacent to the Brockton border due to the fact that the Town does not have sewer and would seek to connect to the City of Brockton's.

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**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

Likely approach will be to create a new overlay district, but we are open to other suggestions identified by consultants we hope to engage to assist with compliance. Currently, West Bridgewater only allows single and two family dwellings and the Town will need an overlay district that allows for cluster or multiple unit apartment development projects. We are considering the northern part of Town adjacent to the Brockton border due to the fact that the Town does not have sewer and would seek to connect to the City of Brockton's. Our core team will seek guidance from consultants and the public to determine the best approach.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

NA

## Section 4: Action Plan Timeline

### Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

### Description Area

Task

### Description Area

Start

### Description Area

Finish

### Short Answer

Public Outreach

Mar 31, 2023

May 31, 2023

### Short Answer

Develop Zoning

Jun 01, 2023

Aug 31, 2023

### Short Answer

Apply DHCD Model

Sep 01, 2023



Nov 30, 2023

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**Short Answer**

Planning Board Hearings

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Dec 01, 2023

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Jan 31, 2024

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**Short Answer**

Town Meeting

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May 01, 2024

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Jun 30, 2024

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**Short Answer**

Submission to DHCD

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Jul 01, 2024

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Dec 31, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Above is an aggressive timeline, which could be pushed out as needed as activities commence and guidance is provided to us from consultants, while still meeting West Bridgewater's final district compliance deadline of December 31, 2025.

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# Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

## Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** West Newbury

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 87

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Sue Brown

**1.7a. Title** Town Planner

**1.7b. Email Address** townplanner@wnewbury.org

**1.7c. Phone Number** (978) 363-1100

**1.8 Please provide the name of the municipal CEO** Angus Jennings

<b>1.8b Mailing address of municipal CEO</b>	381 Main Street West Newbury, MA 01985
<b>1.8c Email address of municipal CEO</b>	townmanager@wnewbury.org
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Town Manager Town Planner Select Board Planning Board Affordable Housing Trust Private Consultant (vendor TBD) DPW Director Water Superintendent

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<ul style="list-style-type: none"> <li>• Increase municipal capacity to assist with creation of affordable housing - <ul style="list-style-type: none"> <li>o Adopted Affordable Housing Trust (AHT) - May 2022</li> <li>o Transferred Inclusionary Zoning Payment Fun to AHT - May 2022</li> </ul> </li> <li>Expanded Town Planner hours from 25 to 28/week to support housing initiatives and built more housing responsibilities into job description</li> <li>• Support Seniors to age in place - Tax Abatement Program, Congregate Meals, Meals on Wheels, NEET Rides, Ring and Ride</li> <li>• Increase senior housing options - Assisted Living Facilities Bylaw in place</li> <li>• Assess Town owned land for housing - proposed disposition of 34 acres of town-owned property ("Mullen property") for development of mixed-income, intergenerational housing in 2009; failed to secure Town Meeting approval. Efforts ongoing to revisit Mullen property and to identify other town-owned parcels, and that would be suitable for development of affordable housing.</li> </ul>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	<ul style="list-style-type: none"> <li>• updating Housing Production Plan, (expected completion FY24)</li> <li>• assessing opportunity for Accessory Dwelling Unit bylaw</li> <li>• assessing town owned land for various municipal needs including housing</li> </ul>

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## Section 3: Preliminary Zoning Strategies

3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).

Potential district and location: undecided - may consider:

- Portion of Residential District C: close to Business District, along main travel route, close to town facilities, access to public water
- One or more 10+ acre sites along 113 or with access from 113, access to public water

3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.

Potential district and location: undecided - may consider:

- Portion of Residential District C: close to Business District, along main travel route, close to town facilities, access to public water
- One or more 10+ acre sites along 113 or with access from 113, access to public water

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

Infrastructure capacity incl. water, roadways  
Walkability

## Section 4: Action Plan Timeline

Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

Description Area

Task

Description Area

Start

Description Area

Finish

Short Answer

Secure consultant

Jan 03, 2023

Mar 31, 2023

Short Answer

Public outreach

Mar 31, 2023

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May 31, 2023

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**Short Answer**

Scenario development

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May 01, 2023

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Oct 31, 2023

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**Short Answer**

Public outreach

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Oct 01, 2023

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Jan 31, 2024

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**Short Answer**

Draft zoning

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Dec 01, 2023

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Feb 28, 2024

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**Short Answer**

Planning Board hearing

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Mar 01, 2024

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Apr 30, 2024

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**Short Answer**

Town Meeting

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Apr 29, 2024

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**Short Answer**

If zoning fails, make changes to proposed regulations, and take to Town Meeting again

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Apr 29, 2024

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# Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

## Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Westborough

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 1250

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Westborough Commuter Rail Station - Smith Valve Parkway

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Jim Robbins

**1.7a. Title** Town Planner

**1.7b. Email Address** jrobbins@town.westborough.ma.us

<b>1.7c. Phone Number</b>	(508) 366-3055
<b>1.8 Please provide the name of the municipal CEO</b>	Kristi Williams
<b>1.8b Mailing address of municipal CEO</b>	34 West Main Street Westborough, MA 01581
<b>1.8c Email address of municipal CEO</b>	kwilliams@town.westborough.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Mark Silverberg, Planning Board Chair Patrick Welch, Select Board Member Fred Lonardo, Community Development Director Peter Bouchard, Planning Board Member Derek Saari, Assistant Public Works Director

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>The 2021 Master Plan can be found here:  <a href="https://www.town.westborough.ma.us/sites/g/files/vyhlf5176/f/uploads/wboro-mp_final_10212021.pdf">https://www.town.westborough.ma.us/sites/g/files/vyhlf5176/f/uploads/wboro-mp_final_10212021.pdf</a></p> <p>It recommends the following:</p> <p>Develop Housing Production Plan.</p> <p>Continue to diversify the Town's housing stock (i.e., type and price point) to meet the current and future needs of residents, notably young professionals, young families, and seniors.</p> <p>Explore opportunities to improve housing affordability in Westborough, so that all who want to live in the Town can afford to do so</p> <p>Plan future residential developments in consideration of, and with respect for, their impact on the Town's facilities and services.</p> <p>The 2018 Strategic Plan includes an initiative to develop strategies for ensuring a variety of housing types.</p>

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

The Town has established an Affordable Housing Trust which is pursuing opportunities for creating additional affordable housing.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Other: Make by right

**Explanation:**

Existing zones being considered currently require a Special Permit for creation of housing. Other modifications may be necessary.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Geographic location of the train station near town boundaries creates the need for housing sub-zones in other areas.

The Town is currently working on creation of a shared use path, Boston Worcester Airline Trail (BWALT), that will provide connectivity across town including the train station.

The Town, in connection with the WRTA, utilizes VIA, a shared ride service, to complete commuter access to public transportation.

Affordability, walkability/accessibility, bike lanes, street level commercial, and municipal services and utilities are also important.

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### **Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Public Outreach
	Jan 02, 2023
	Mar 23, 2024
<b>Short Answer</b>	Developing Zoning
	Jan 02, 2023
	Aug 30, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Sep 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Holding planning board hearings
	Jan 02, 2024
	Mar 01, 2024
<b>Short Answer</b>	Hold Town Meeting and adopt compliant zoning
	Mar 23, 2024
	Mar 23, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Jun 23, 2024

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**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Central Massachusetts Regional Planning Commission is assisting the Town in compliance.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Westford

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 924

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Jeffrey Morrissette

**1.7a. Title** Director of Land Use Management

**1.7b. Email Address** jmorrissette@westfordma.gov

**1.7c. Phone Number** (978) 399-2508

**1.8 Please provide the name of the municipal CEO** Jodi Ross

**1.8b Mailing address of municipal CEO** Westford Town Hall  
55 Main Street  
Westford, MA 01886

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**1.8c Email address of municipal CEO** jross@westfordma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Jeffrey Morrisette, Director of Land Use Management; Joseph Giniewicz, Town Planner; Sierra Pelletier, Assistant Planner; Planning Board; and an undetermined planning consultant.

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

From the recently adopted Town of Westford Housing Production Plan for 2022-2026:

Housing Goal A6: Promote Sustainable Development Patterns: Support the goals of M.G.L. Chapter 40A Section 3A as created in the Housing Choice Act by reducing barriers to multi-family housing near existing infrastructure and community services such as along Route 110, along Route 40, and in appropriate scales near areas of concentrated development.

Priority Housing Strategy B1: Multi-family Housing Zoning Bylaw: Actively pursue adoption of a zoning bylaw amendment to address the requirement pursuant to M.G.L. Chapter 40A Section 3A for a district that permits multi-family housing as of right.

Priority Housing Strategy B2: Pursue amendments to the zoning bylaw to simplify permitting for Accessory Dwelling Units (ADUs). This was accomplished at Special Town Meeting in October 2022, and staff continues to review the bylaw for future amendments to ease permitting.

From the 2009 Master Plan:

Development of appropriately scaled multi-family housing in the CH District, particularly along Route 110. Allowing it here could increase the supply of affordable housing more than anything except comprehensive permits.

Encourage multi-family in villages, in mixed use developments on Route 110, and in mixed use mill conversions.

Allowing multi-family uses mixed with commercial uses by right.

Allowing free-standing multi-family development (by special permit) in CH and Industrial Districts.

Allow upper-story multi-family units in commercial buildings in Business Districts.

Taking an adequate facilities approach to managing residential density, such as allowing a base density standard for land with access to public water and higher density for projects that provide appropriate wastewater treatment facilities or sidewalks, or are located along major roadways.

Additional strategies, goals, objectives, and work done to date:

Creation of a webpage through the Land Use Management Department for information about the MBTA Communities zoning requirements of M.G.L. Chapter 40A Section 3A, to provide education to the public.

Outreach at Strategic Planning Retreat September 2022 including poster,

handout, QR code to informational webpage, survey, and verbal presentation.

Public survey conducted from September 8 to October 14, 2022.

Applied to Community One Stop for Growth Program to secure a consultant to assist the town with complying with the requirements of M.G.L. Chapter 40A Section 3A

**2.2. Is this municipality currently working on any other planning for housing?**

Yes

**2.2a. Please briefly describe the housing work underway.**

Recently amended our zoning bylaw at the October 17, 2022 Special Town Meeting, to simplify permitting requirements for Accessory Dwelling Units (ADUs). Recently assisted the Town Clerk's Office with preparing the submission to the Office of the Attorney General (AG). Currently awaiting review by the AG's Office to finalize this bylaw amendment.

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### Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Please see attachment.

**File**

<https://massgov.formstack.com/admin/download/file/13927686375>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Please see attachment.

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### Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

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**Description Area**

Task

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**Description Area**

Start

---

**Description Area**

Finish

---

<b>Short Answer</b>	Public Outreach
	Sep 08, 2022
	Mar 30, 2024
<b>Short Answer</b>	Secure Planning Consultant
	Feb 01, 2023
	Feb 28, 2023
<b>Short Answer</b>	Developing Zoning
	Oct 04, 2022
	Dec 15, 2023
<b>Short Answer</b>	Planning Board Public Meetings
	Apr 06, 2023
	Dec 01, 2023
<b>Short Answer</b>	Applying Compliance DHCD Model
	Feb 01, 2023
	Feb 28, 2023
<b>Short Answer</b>	Strategic Planning Retreat
	Sep 01, 2023
	Sep 07, 2023
<b>Short Answer</b>	Planning Board Public Hearings
	Jan 15, 2024
	Mar 05, 2024
<b>Short Answer</b>	Town Meeting
	Mar 30, 2024
<b>If there is any other feedback you would like to share about the compliance process, please use this space to provide it.</b>	Please note that a more comprehensive Action Plan Timeline is included in the attachment.  Thank you.



## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Westminster

**1.2. Community Category** Adjacent small town

**1.3. Multifamily Unit Capacity Requirement** 165

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Wachusett Station, Fitchburg
<b>1.7. Please provide the name of the person filling out this form</b>	Tracy Murphy
<b>1.7a. Title</b>	Town Planner
<b>1.7b. Email Address</b>	tmurphy@westminster-ma.gov
<b>1.7c. Phone Number</b>	(978) 874-7414
<b>1.8 Please provide the name of the municipal CEO</b>	Stephanie Lahtinen
<b>1.8b Mailing address of municipal CEO</b>	11 South St westminster, MA 01473
<b>1.8c Email address of municipal CEO</b>	slahtinen@westminer-ma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	The Planning Board: Gregg Buckman Marie Auger Dan Barkus Jody Snyder Jacklyn Nally  Town Planner: Tracy Murphy Montachusett Regional Planning Commission

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Housing Production Plan (2018-2023) Master Plan Housing Chapter (2014)
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes

**2.2a. Please briefly describe the housing work underway.**

Affordable Housing Summit Saturday November 2. 2019, zoning bylaw amendment to remove Special Permit requirement for cluster housing development, Senior Housing project breaking ground inn 2023, town working with two 40Bdevelopers netting approx. 62 housing units.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

c. A new 40R or other overlay zoning district

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

Maps were created by MRPC in early 2022 for the Town Planner after the first guidance was released in December 2021 to determine a 50-acre area to accommodate the district and provide zoning capacity for 750 units. MRPC provided several sample multi-family bylaws to the Town Planner. The Planning Board with assistance from the Town Planner discussed options for compliance, along with the draft bylaws and decided to use Ch. 40R Smart Growth Overlay District to comply with the new statute. Two areas of town were evaluated, an area abutting the Fitchburg city boundary 0.35 miles from the Wachusett Station as the primary district and an area in the northwest section of town near the Gardner city line on parcels zoned commercial and residential as a potential second district. The town will run the potential parcels in the Compliance Model to see if the areas are acceptable for development. The town needs a minimum of 11 acres to allow 15 units/acre for a total of 165 units to comply. There are two large parcels and several smaller parcels on the Fitchburg boundary zoned Industrial and the 5 parcels near the Gardner boundary that are zoned residential and commercial will be run through the model.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

- Access to town sewer and water
- Proximity to services and amenities (public transit, retail, foodservice, bank, medical, open space and recreation etc.)
- Pedestrian and bicycle connectivity (sidewalks, crosswalks, trails, etc.)
- Access to major roadways
- Incorporation of open space and recreation facilities and amenities
- Environmental impacts
- Traffic impacts
- Vehicle and pedestrian safety
- Nature-based stormwater solution

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Feb 14, 2023

Oct 31, 2025

**Short Answer**

Developing/writing zoning

Mar 01, 2023

Jun 01, 2025

**Short Answer**

Applying DHCD's compliance model to test for density and unit capacity

Mar 01, 2023

Jan 01, 2025

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**Short Answer**

Hold Planning Board Hearings

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Jan 01, 2025

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Sep 01, 2025

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**Short Answer**

Holding Legislative sessions & adopting compliant zoning (Presentation to Select Board & Town Meeting)

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Jan 01, 2025

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Sep 01, 2025

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**Short Answer**

Submit District Compliance application to DHCD

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Jun 01, 2025

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Dec 31, 2025

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Weston

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 750

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Kendal Green, Hastings, Silver Hill

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Wellesley Farms, Riverside
<b>1.7. Please provide the name of the person filling out this form</b>	Imaikalani Aiu
<b>1.7a. Title</b>	Town Planner
<b>1.7b. Email Address</b>	aiu.i@westonma.gov
<b>1.7c. Phone Number</b>	(781) 786-5065
<b>1.8 Please provide the name of the municipal CEO</b>	Leon Gaumond
<b>1.8b Mailing address of municipal CEO</b>	11 Town House Road Weston, MA 02493
<b>1.8c Email address of municipal CEO</b>	gaumond.l@westonma.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Leon Gaumond, Town Manager Harvey Boshart, Select Board Sarah Rhatigan, Housing Trust Liz Rust, Regional Housing Services Office Alicia Primer, Planning Board Alice Benson, COA Imaikalani Aiu, Town Planner 'Wenhua Zhang, HPP Implementation Committee

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Updated Housing Production Plan, adopted September 2021  
Work on creating a by right ADU bylaw.  
Work on creating a Historic Heritage Overlay Designation which would allow multi-family housing.  
Begun Comprehensive Permit Hearings for 6 Unit Habitat for Humanity project at 0 Wellesley.  
Funded Affordable Homeownerhisp Opprotunity fun for \$1,000,000 at 2022 ATM  
Negotiating land swap with Greatland Realty to gain 1 acre parcel at Riverside  
Had discussions with various landowners (former Drabbington Inn and Norumbega Assisted Living) on potential for creation of new housing.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

Held housing roundtable in November 2022 to bring together separate housing advocacy and action groups, such as the Weston Affordable Housing Trust, Weston Affordable Housing Foundation, and Council on Aging Housing Committee, to create an information and support network

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### Section 3: Preliminary Zoning Strategies

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

d. A new base zoning district or districts

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**3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.**

Along North Ave (Route 117) all of which is within 1/2 mile of one of the commuter rail stations with a focus on Kendal Green.  
The northern portion of the Biogen campus and adjacent town land which was investigated for multi-family housing under the prior, 2016, HPP.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Pedestrian and bike connectivity to commuter rail stations  
Meet minimum 10% Affordable housing eligible for inclusion on the SHI  
Meet Town's and State's energy goals and latest stretch code requirements  
Unit size and mix to accommodate a range of ages, abilities, and incomes  
Access to open space  
Design sensitive to historic character and design that preserves and reuses historic structures  
Scale and design that is sensitive to the Town's semi-rural character

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### Section 4: Action Plan Timeline



**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Developing Zoning
	Jan 01, 2023
	Dec 31, 2023
<b>Short Answer</b>	Applying DHCD's compliance model to test for density and unit capacity
	Jan 01, 2024
	Feb 15, 2024
<b>Short Answer</b>	Public outreach
	Jan 01, 2023
	Dec 05, 2024
<b>Short Answer</b>	Revise Zoning or create new zones
	Mar 01, 2024
	Sep 30, 2024
<b>Short Answer</b>	Public outreach round 2
	Mar 01, 2024
	Dec 05, 2024
<b>Short Answer</b>	Holding planning board hearings
	Sep 30, 2024

Nov 30, 2024

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**Short Answer**

Holding legislative sessions and adopt compliant zoning

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Dec 01, 2024

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Dec 07, 2024

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**Short Answer**

Submit District Compliance application to DHCD

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Dec 08, 2024

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Jan 08, 2025

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Westwood

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 870

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Route 128 MBTA Commuter Rail Station, Islington MBTA Commuter Rail Station

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

<b>1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.</b>	Dedham Corporate MBTA Commuter Rail Station
<b>1.7. Please provide the name of the person filling out this form</b>	Nora Loughnane
<b>1.7a. Title</b>	Director of Community & Economic Development
<b>1.7b. Email Address</b>	nloughnane@townhall.westwood.ma.us
<b>1.7c. Phone Number</b>	(781) 251-2595
<b>1.8 Please provide the name of the municipal CEO</b>	Christopher Coleman
<b>1.8b Mailing address of municipal CEO</b>	Town Administrator's Office, Westwood Town Hall 580 High Street Westwood, MA 02090
<b>1.8c Email address of municipal CEO</b>	ccoleman@townhall.westwood.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Westwood Planning Board Chair Ellen Larkin Rollings, Westwood Planning Board Vice Chair Kathleen Wynne, Westwood Planning Board Secretary Joshua C. Ames, Westwood Planning Board Member Philip M. Giordano, Westwood Planning Board Member Christopher A. Pfaff, Town Counsel Patrick Ahearn, Former Town Planner Abigail McCabe, Current Town Planner Elijah Romulus, and Housing & Land Use Planner Amanda Wolfe

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
--	-----

**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Westwood adopted its first Housing Production Plan on December 30, 2019, and received notice of approval of the HPP from the DHCD on January 30, 2020. The goals of that plan are as follows:

1. Encourage single-family home development/preservation for first time and low/moderate income homebuyers
2. Develop supportive housing for people with disabilities
3. Promote housing stability initiatives for seniors
4. Increase the number of affordable rental and ownership units for seniors
5. Encourage housing development in ways that protect open space and conservation land
6. Seek equitable distribution of affordable units throughout Town that seeks to mitigate discriminatory housing development patterns
7. Maintain and exceed Subsidized Housing Inventory statutory minimum by 1%
8. Pursue initiatives that support regional needs and planning collaborations
9. Preserve and expand existing deed restricted affordable housing units

The Westwood Planning Board then adopted its current Comprehensive Master Plan on December 15, 2020. That Comprehensive Plan contains a Housing Element with the following specified goals, objectives, and implementing actions:

**GOALS AND OBJECTIVES**

The housing goals of this Plan reflect the goals of the 2019 Housing Production Plan and the Town's desire to have more types of housing available for people in more types of situations. This includes young families, single heads of households, seniors, singles, persons with disabilities, and the local workforce.

Objective 1: Diversify the housing stock by increasing the availability of moderately priced homes, senior housing, rental units, condominiums and townhomes, and attached style housing.

Objective 2: Provide opportunities to increase the diversity of the community population.

Objective 3: Implement policies and regulations to provide more low- and moderate-income housing options.

## STRATEGIC APPROACH

Applicable boards should promote housing opportunities that respond to the needs expressed by the above goals and objectives by using the following strategic approaches. Westwood's Housing Production Plan also establishes clear goals and a proactive strategy for producing low- and moderate-income housing at a rate and in a manner that ensures it will be within the Town's control and compatible with community objectives.

Approach 1: Encourage private development of moderate and affordable housing through zoning incentives and cooperative negotiation with individual developers.

Approach 2: Seek to provide moderately priced housing particularly when redeveloping Town-owned land.

Approach 3: Provide educational outreach and encourage regular diversity training within local private entities such as real estate agents and local employers.

**IMPLEMENTING ACTIONS** The following actions are not in any prioritized order.

H1. Revise the Zoning Bylaw to permit a greater range of housing types in all zoning districts and neighborhoods.

- a. Identify, prioritize, and consider re-zoning Town-owned properties appropriate for moderately priced residences, should they become available.
- b. Review the Town's experience with the accessory apartment bylaw for possible refinements including eliminating or increasing the 2% cap.
- c. Conduct a review of the procedural and substantive effects of the changes made in 2017 to mitigate the impacts of teardowns in Section 4.5, Nonconforming Uses and Structures.
- d. Consider expanding the area of the USROD or FMUOD overlay districts on High Street to cover additional commercial properties where redevelopment for mixed-use and upper story housing is desirable.
- e. Consider increasing the density bonus in the OSRD to encourage moderate-income housing units, affordable housing, and historic preservation that increases the diversity of available housing in terms of size, density, cost, and especially accessibility to public transportation.
- f. Explore the potential and mechanisms for smaller lot and smaller single and two-family housing where it would be in context with surrounding "village or cottage style" environments.
- g. Investigate amendments to encourage the preservation of smaller and more moderately priced homes.

H2. Pursue implementation of the goals and recommendations contained in the 2019 Housing Production Plan, to further the Town's commitment to diversity and to continue to meet and exceed the statutory 10% standard of M.G.L. Chapter 40B, including an annual review of progress. a. Explore

innovative approaches to financing affordable housing, including use of the Town's Affordable Housing Fund to leverage lower interest rates and increase production of affordable or moderately priced housing and explore the possibility of setting up a separate Affordable Housing Trust Fund.

- b. Investigate incentives and options to encourage affordable deed restrictions for accessory apartments or other less expensive residences.
- c. Partner with developers, private property owners, and non-profit entities to produce moderately priced and affordable housing by working collaboratively with private entities, non-profits, and housing advocates.
- d. Investigate additional methods to provide inclusionary affordable housing in development projects filed with the Planning Board under the Subdivision Control Law.

H3. Establish policies and procedures to guide regulatory boards in their consideration of inclusionary affordable housing proposals for off-site units or other alternatives to meet the Town's needs and protect the privacy of residents.

H4. Qualify the three affordable single-family homes owned by Westwood Affordable Housing Associates (WAHA) and all future WAHA properties for the Town's Subsidized Housing Inventory (SHI) through the efforts of the Westwood Housing Authority, WAHA, the Town's Housing Agent, and the state Department of Housing and Community Development (DHCD).

H5. Provide Fair Housing and diversity training for various groups that directly and indirectly impact housing diversity including the Select Board, Planning Board, and Zoning Board members. Encourage real estate agents, local businesses, and major employers to provide similar diversity training for their employees.

H6. Strengthen the role of the Housing Partnership in community outreach and education, identification of unmet needs, and monitoring of affordable units for compliance with fair housing practices, and for placement on the Town's SHI.

H7. Promote first-time homebuyer resources and provide technical assistance for first time homebuyers focusing on Westwood's under-represented population groups. Examine establishing a non-profit entity to provide financial assistance such as down payment and mortgage assistance to members of under-represented populations to create a more diverse and welcoming community.

H8. Establish a Diversity Committee or Human Rights Committee to evaluate existing barriers and make recommendations to increase population diversity in Westwood.

H9. Study the benefits of adopting the Community Preservation Act, which provides funding for historic preservation, open space protection, and affordable housing development.

H10. Explore options to upgrade existing and future affordable housing through grants and funding programs to provide universal accessibility.

H11. Encourage Town government, community groups, local businesses, and real estate agencies to collaborate on developing a program to provide material and information about the Town to welcome all new residents.

H12. Support programs to encourage residents to make energy efficiency improvements to older dwellings and promote energy efficient alternatives for new construction to reduce carbon emissions and lower housing costs.

H13. Identify creative ways to promote and supplement the Aid to the Elderly and Disability Tax Fund to assist with real estate tax costs.

The Comprehensive Plan contains an Implementation Chart which assigns specific boards, departments or agencies to each of these goals. Westwood Planning Board reviews the Implementation Chart on an annual basis and receives periodic updates from each of the boards, departments or agencies responsible for implementing particular actions. To date, several actions have been fully implemented, including H1b., H1c., H1d., H2c., and H4, and many others are in the process of being implemented.



**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

We are continuing to work on the Implementation Actions in the 2020 Comprehensive Master Plan, as noted in the answer to Question 2.1a. We are also preparing to undertake the development of a Climate Action, Resiliency & Sustainability Plan, which is expected to include components related to Housing.

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### **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines

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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

District boundaries

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**Explanation:**

The Westwood Planning Board proposed a Zoning Amendment Warrant Article for the May 2, 2022 Annual Town Meeting to add a new Mixed-use Multi-family Residential Overlay District (MUMFROD) to the Westwood Zoning Bylaw. Town Meeting voted in favor of that warrant article and the Town received confirmation of the warrant article's approval from the Attorney General's Office on November 29, 2023.

The MUMFROD overlay district encompasses approximately 16.16 acres of land within 1/2 mile of MBTA stations. Although the size of the MUMFROD overlay district is less than the minimum 50-acre district size prescribed in DHCD's Guidelines, the Westwood Planning Board believes that the MUMFROD overlay district constitutes a district of reasonable size in accordance with Section 3A of MGL. c. 40A. The Westwood Planning Board recognizes that the current MUMFROD overlay district is not large enough to comply with the minimum 50-acre requirement specified in DHCD's Guidelines for the Town of Westwood.

On May 24, 2023, the Westwood Planning Board received an application pursuant to the MUMFROD overlay district section of the Westwood Zoning Bylaw. Although the MUMFROD overlay district requirements permit a by-right density of up to 15 units per acre, the submitted application was filed as a Special Permit application to allow for density of greater than 15 units per acre. The application proposes a mixed-use development containing 158 units of multi-family housing and 12,000 SF of commercial floor space. The Westwood Planning Board opened a public hearing on the proposed MUMFROD Special Permit Development on June 20, 2023 and expects to conclude that hearing in September 2023.

Following the issuance of a MUMFROD Special Permit for the proposed project, the Westwood Planning Board will return its attention to the review of properties for inclusion in an expanded MUMFROD overlay district, with the intention of increasing the size of the MUMFROD overlay district to a minimum of 50 acres in accordance with DHCD's Guidelines.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

The following important characteristics are not in any prioritized order:

Affordability;

Suitability of pedestrian, bicycle and vehicular transportation components;

Availability of municipal services including capacity of school facilities;

Universal design;

Sustainability of design and operation; Architectural characteristics in harmony with existing neighborhoods; and

Potential for mixed-use development.

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Evaluate existing MUMFROD Overlay District

Mar 01, 2023

Mar 31, 2024

**Short Answer**

Public Outreach for expansion of MUMFROD Overlay District

Oct 01, 2023

May 06, 2024

<b>Short Answer</b>	Develop Zoning Amendment for expansion of MUMFROD Overlay District
	Oct 01, 2023
	May 06, 2024
<b>Short Answer</b>	Apply DHCD's compliance model to test for density and unit capacity
	Oct 02, 2023
	May 06, 2024
<b>Short Answer</b>	Hold Planning Board public hearing and Finance & Warrant Commission public hearing for expansion of MUMFROD Overlay District
	Feb 01, 2024
	Mar 31, 2024
<b>Short Answer</b>	Holding Town Meeting for voters' consideration of expansion of MUMFROD Overlay District
	May 06, 2024
	May 13, 2024
<b>Short Answer</b>	Submit Zoning Amendment Article for expansion of MUMFROD Overlay District to Attorney General's Office for review and approval
	May 31, 2024
	Aug 31, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Sep 01, 2024
	Dec 31, 2024

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

The approximately 16.16 acres of land that is now zoned within the MUMFROD Overlay District currently contains a total of 450 multi-family dwelling units. An unknown number of additional dwelling units will be added to the MUMFROD District following the anticipated grant of a MUMFROD Special Permit for a proposed new mixed-use development. If the anticipated MUMFROD Special Permit is granted for the construction of at least 150 new multi-family dwelling units, then the actual density of the 16.16-acre MUMFROD Overlay District will be 37.13 units per acre. This density is more than double the 15-unit per acre density required for compliance with Section 3A of MGL. c. 40A.

DHCD might consider revising its guidelines to apply the "Bird in Hand" adage, and alter its requirements to allow municipalities that actually accomplish the construction of multi-family housing units, rather than merely the theoretic possibility of such units, to achieve compliance on a sliding scale. Perhaps such municipalities could be granted short-term compliance status, and given an additional 2-5 years to work toward full compliance with DHCD's guidelines.

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Weymouth
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	3813
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Weymouth Landing East Weymouth South Weymouth
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Eric Schneider
<b>1.7a. Title</b>	Principal Planner
<b>1.7b. Email Address</b>	eschneider@weymouth.ma.us

<b>1.7c. Phone Number</b>	(781) 340-5015
<b>1.8 Please provide the name of the municipal CEO</b>	Robert Hedlund
<b>1.8b Mailing address of municipal CEO</b>	Mayor Robert Hedlund 75 Middle Street Weymouth, MA 02189
<b>1.8c Email address of municipal CEO</b>	rhedlund@weymouth.ma.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	I will be working in conjunction with Bob Luongo, Planning Director as well as the Weymouth Planning Board and Town Council.

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The Town completed a Housing Production Plan in 2018. Since 2016, Weymouth has aggressively and successfully created aggressive mixed use zoning focused on our commercial corridors and village centers giving additional density bonuses to those properties near an MBTA commuter rail station. Since approximately 2017, Weymouth has permitted/constructed approximately 2,000 new housing units using this strategy. We have also been successful in setting aside 10% of these units as affordable. We recently completed a rezoning of Jackson Square, adjacent to the East Weymouth MBTA station that will allow for the redevelopment of that area with multi-family and mixed use.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	As previously stated, Weymouth has been aggressive in the passage of updated zoning allowing for multi-family and mixed use projects. We are a leader on the South Shore for housing production.

## Section 3: Preliminary Zoning Strategies

**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

- District boundaries
- Use schedule

**Explanation:**

We may have to adjust zoning in some areas where Special Permits are now required to reflect compliant "by-right" multi-family.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

We have identified approximately 50 acres within a radius surrounding the South Weymouth Commuter Rail Station that the Town has already rezoned for aggressive bonus based multi-family uses. The area includes portions of Union Point. We have further identified 12 acres around the Weymouth Landing Station which may already comply with a minor modifications. Lastly, the Town just completed a rezoning for Jackson Square, adjacent to the East Weymouth Station which will qualify. We are in the process of determining the most appropriate location but are confident that have plenty of appropriate and compliant areas from which to chose.

**File**

<https://massgov.formstack.com/admin/download/file/14002986479>

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Impact on existing single family neighborhoods and the capacity of infrastructure to accommodate the increased density. Water, sewer, traffic.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreachDeveloping zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacityHolding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish



<b>Short Answer</b>	Public Outreach
	Mar 15, 2022
	Sep 15, 2023
<b>Short Answer</b>	Developing Zoning
	Mar 15, 2022
	Jun 15, 2023
<b>Short Answer</b>	Compliance Model Test
	May 15, 2023
	Jun 15, 2023
<b>Short Answer</b>	Planning Board Public Hearings
	Jun 15, 2023
	Jul 15, 2023
<b>Short Answer</b>	Legislative Hearings
	Aug 15, 2023
	Oct 01, 2023
<b>Short Answer</b>	Submit to DHCD
	Oct 15, 2023
	Nov 15, 2023

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

<b>1.1 MBTA Community Name</b>	Whitman
<b>1.2. Community Category</b>	Commuter rail community
<b>1.3. Multifamily Unit Capacity Requirement</b>	898
<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Whitman Commuter Rail
<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
<b>1.7. Please provide the name of the person filling out this form</b>	Frank Lynam
<b>1.7a. Title</b>	Interim Town Administrator
<b>1.7b. Email Address</b>	fjl@whitman-ma.gov

<b>1.7c. Phone Number</b>	(781) 618-9704
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Selectman Justin Evans, Inspectional Services Director Commissioner Rob Piccirilli, Appeals Board Member Robert Curran, Old Colony Regional Planning Council

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	Draft Housing Production Plan under review by the Planning Board
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> </ul>
<b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b>	<ul style="list-style-type: none"> <li>Use schedule</li> <li>Dimensional regulations</li> <li>Parking requirements</li> </ul>
<b>Explanation:</b>	Will need change of use amendment to Bylaws, reduction in minimum lot dimensions, more flexible parking regulations
<b>3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).</b>	East-west area of South Avenue which houses the Commuter Rail; denser housing in the town center area and adjacent sections
<b>3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?</b>	Street Retail business, expanded sidewalks, accessible parking, Street canopy of trees, Also walking distance to Town Hall, Senior Center, and Public Works

## Section 4: Action Plan Timeline

### Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

### Description Area

Task

### Description Area

Start

### Description Area

Finish

### Short Answer

Renew Housing Plan Proposals with Board of Selectmen

Oct 25, 2022

Nov 15, 2022

### Short Answer

Seek Approval of Planning Board

Dec 13, 2022

Jan 24, 2023

### Short Answer

Address need for As of Right permitting at Planning and Zoning meetings

Feb 07, 2023

Mar 26, 2023

### Short Answer

insure Question is on Town Meeting Warrant

Apr 03, 2023

Apr 11, 2023

### Short Answer

Vote Bylaw Amendment at Annual Town Meeting

May 01, 2023

May 01, 2023

### Short Answer

Await Attorney General Approval

May 08, 2023

Jul 31, 2023

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

Process must begin with recommendation of Board of Selectmen and the Planning Board, followed by repeated promotion of the proposed change up to the Annual Town Meeting. Assuming approval of Town Meeting, we would then await review and approval of the Zoning Bylaw change by the office of the Attorney General.

## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Wilmington

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 1248

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Wilmington Commuter Rail Station, North Wilmington Commuter Rail Station

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** Yes

**Description Area** Stations that are located outside of municipal boundaries but that have "developable station area" within the boundaries might affect district location criteria, as further described in Section 8 of the Guidelines. Please refer to Section 1 of the Guidelines for definitions of "transit station area", "developable station area", and "developable land".

**1.6a. Please list the MBTA transit stations that are located outside of the municipal boundaries but might have developable station area within them.** Anderson/Woburn Commuter Rail Station

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**1.7. Please provide the name of the person filling out this form** Valerie Gingrich

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**1.7a. Title** Director of Planning & Conservation

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**1.7b. Email Address** vgingrich@wilmingtonma.gov

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**1.7c. Phone Number** (978) 658-8238

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**1.8 Please provide the name of the municipal CEO** Judith O'Connell

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**1.8b Mailing address of municipal CEO** 121 Glen Road  
Wilmington, MA 01887

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**1.8c Email address of municipal CEO** joconnell@wilmingtonma.gov

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.** Jayne Wierzbicki, Planner/Economic Development Coordinator  
Tony LaVerde, GIS Manager

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?** Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

Over the past few years, the Town has worked especially hard to increase its supply of affordable housing units and multi-family housing units. The Neighborhood Mixed Use (NM) Zoning District was created in 2016 to allow multi-family housing in existing commercial areas that were envisioned to be mixed-use areas in the Town's Master Plan. The NM Zoning District was established at the intersection of Lowell Street and Woburn Street and has been expanded to other commercial areas since its inception. Recognizing that affordable housing should keep pace with new development, in 2019, Town Meeting approved an Inclusionary Zoning Bylaw that applies to multi-family development in Town and requires 15% of new units to be affordable and count on the Town's Subsidized Housing Inventory (SHI). The first project to include inclusionary units is currently under construction at 168 Lowell Street, which will include five (5) affordable townhomes. In 2020, the Town partnered with Princeton Properties on a Local Initiative Program (LIP) 40B development for 108 rental units at the corner of Jefferson Road and Middlesex Avenue. The Jefferson Road Princeton Properties development (the "Jefferson Road Development") provided necessary units to reach the goal of having at least 10% of housing units in town meet DHCD's affordability guidelines to count towards the Town's SHI based on the new 2020 Census numbers. The Jefferson Road Development is located in a long-envisioned mixed-use village area with existing services and an adjacent commuter rail stop, the very definition of smart, transit-oriented growth. The Jefferson Road Development is also located in an area that is included in the Town's sewer district, where sewer is allowed to be extended per the Town's Comprehensive Wastewater Resources Management Plan ("CWRMP") that was approved by the Commonwealth. To facilitate the Jefferson Road Development, the Town applied for and received a \$2.89M MassWorks grant to extend sewer to the property, replace a failing culvert under Middlesex Avenue, and provide multimodal roadway improvements in the vicinity of the site. The Wilmington Board of Appeals unanimously voted to approve the Comprehensive Permit for the Jefferson Road Development and the Wilmington Conservation Commission voted to approve the Order of Conditions for the development. Unfortunately, the Order of Conditions was appealed by a group of residents and the subsequent Superseding Order of Conditions issued by MassDEP was also appealed by the resident group. Because of the appeals and the current adjudicatory process pending before MassDEP's Office of Appeal and Dispute Resolution, Princeton Properties was not able to apply for building permits within the required twelve (12) month timeframe for the units to count on the Town's SHI, leaving the Town just shy of the 10% goal. The Wilmington Zoning Board of Appeals ("ZBA") is currently reviewing an application for a 132-unit 40B development at 100-104 West Street, which received site approval from your office in May. Should the 100 West Street development receive approval from the ZBA, it would add 132 units to the Town's SHI and put the Town over the 10% threshold.

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2.2. Is this municipality currently working on any other planning for housing?

No

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### Section 3: Preliminary Zoning Strategies

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3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

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3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).

The potential district would be located primarily within .5 mile of the Wilmington Commuter Rail Station on Main Street and/or .5 mile of the North Wilmington Commuter Rail Station on Middlesex Avenue. District potential along Main Street appears to be limited due to the Groundwater Protection District which only allows 15% impervious coverage on a site by right. Other items to consider in the location is availability of sewer since most of Wilmington is not sewered per the Comprehensive Water Resource Management Plan.

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3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.

The potential district would be located primarily within .5 mile of the Wilmington Commuter Rail Station on Main Street and/or .5 mile of the North Wilmington Commuter Rail Station on Middlesex Avenue. District potential along Main Street appears to be limited due to the Groundwater Protection District which only allows 15% impervious coverage on a site by right. Other items to consider in the location is availability of sewer since most of Wilmington is not sewered per the Comprehensive Water Resource Management Plan.

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3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

Incentives for ground floor retail, sewer availability, capacity of existing transportation infrastructure, avoiding the groundwater protection district areas that limit impervious coverage

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### Section 4: Action Plan Timeline

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Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

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Description Area

Task

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<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Compliance Model Analysis
	Jan 01, 2023
	Apr 01, 2023
<b>Short Answer</b>	Planning Board and/or Select Board Meeting
	Apr 01, 2023
	May 30, 2023
<b>Short Answer</b>	Develop Zoning
	May 01, 2023
	Oct 01, 2023
<b>Short Answer</b>	Test Compliance Model
	Oct 01, 2023
	Oct 31, 2023
<b>Short Answer</b>	Public Outreach
	Nov 01, 2023
	Apr 01, 2024
<b>Short Answer</b>	Town Meeting
	May 04, 2024
	May 04, 2024
<b>Short Answer</b>	Submit to DHCD
	Aug 31, 2024

Form Name:  
Submission Time:  
Browser:  
IP Address:  
Unique ID:

## Action Plan for MBTA Communities

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### Description Area

Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

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## Section 1: Identification

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### Description Area

The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

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#### 1.1 MBTA Community Name

Winchester

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#### 1.2. Community Category

Commuter rail community

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#### 1.3. Multifamily Unit Capacity Requirement

1220

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#### 1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?

No

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#### 1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?

Yes

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#### 1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries

Winchester Center Station (for compliance)  
Wedgemere Station

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#### 1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?

No

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#### 1.7. Please provide the name of the person filling out this form

Brian Szekely

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<b>1.7a. Title</b>	Town Planner
<b>1.7b. Email Address</b>	bszekely@winchester.us
<b>1.7c. Phone Number</b>	(781) 721-7162
<b>1.8 Please provide the name of the municipal CEO</b>	Beth Rudolph
<b>1.8b Mailing address of municipal CEO</b>	71 Mt. Vernon Street Winchester, MA 01890
<b>1.8c Email address of municipal CEO</b>	brudolph@winchester.us
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Planning Board: Diab Jerius Chair Select Board: Chair Richard Mucci

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	The Town has been using or acquiring land for affordable housing purposes over the past 2 years by using Town Meeting to develop the Waterfield Lot (downtown) and the Washington/Swanton parcel about 15 min walk from the station. In 2019, we finalized our Housing Production Plan and have gone from 1.8% to 4.9% during that time. The downtown rezoning allows for high density housing near transit. We plan to only have to make minor tweaks to our zoning to comply with 3A.
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	Yes
<b>2.2a. Please briefly describe the housing work underway.</b>	Expanding housing opportunities within the CBD, GBD-2, and GBD-3. 3A aligns nicely with the work we have underway.

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> </ul>
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**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Use schedule  
Dimensional regulations

**Explanation:**

We plan to put an overlay district on top of the CBD, GBD-2, and GBD-3 to comply with 3A density and Use requirements. Only minor changes will be necessary to introduce the overlay.

**File**

<https://massgov.formstack.com/admin/download/file/13853546514>

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

The potential district is located in the heart of downtown in the Center Business District (CBD) and extends north on Main st the entire length until it reaches Woburn. This is a key residential/commercial corridor and 3 of the 4 zoning districts in Town that are planned as opportunity and enhancement zones.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

95.5% of our tax levy comes from residential, so mixed-use is very important to us within the new overlay district. Getting enough units, coupled with strong economic development is key for the Town.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. &nbsp;Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan.&nbsp;Public outreach  
Developing zoning&nbsp;Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings&nbsp;Holding legislative sessions and adopt compliant zoning&nbsp;Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Jan 01, 2023

Nov 05, 2024

**Short Answer**

Developing Zoning

Jan 01, 2023

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Jun 01, 2023

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**Short Answer**

Applying DHCD's compliance model to test for density and unit capacity

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Mar 01, 2023

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Dec 01, 2023

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**Short Answer**

Holding planning board hearings

---

Jun 01, 2023

---

Dec 01, 2023

---

**Short Answer**

Holding legislative sessions and adopt compliant zoning

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Nov 05, 2024

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Nov 12, 2024

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**Short Answer**

Submit District Compliance application to DHCD

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Jul 01, 2024

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Aug 01, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Winthrop

**1.2. Community Category** Adjacent community

**1.3. Multifamily Unit Capacity Requirement** 882

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** No

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Rachel Kelly

**1.7a. Title** Town Planner

**1.7b. Email Address** rkelly@town.winthrop.ma.us

**1.7c. Phone Number** (617) 846-1852

**1.8 Please provide the name of the municipal CEO** Anthony Marino

**1.8b Mailing address of municipal CEO** 1 Metcalf Square  
Winthrop, MA 02152

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**1.8c Email address of municipal CEO** amarino@town.winthrop.ma.us

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**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

The core team will consist of the Winthrop Town Manager, Anthony Marino and Town Planner, Rachel Kelly. The Planner and Town Manager will be the primary contacts and project managers for the zoning district development process. There will also be consistent involvement and assistance from the Winthrop Planning Board. The Planning Board currently has 7 members with a diverse knowledge of planning, construction, and law. When needed, the Winthrop Building Department Commissioner, Al Legee, and Public Works Director, Steve Calla may provide feedback and community specific information. Currently Winthrop has received technical assistance from the MA Housing Partnership. Winthrop has been assigned a consultant, Utile Design, to assist with getting Winthrop started in the zoning process. Winthrop is planning to apply for additional technical assistance support grants throughout the 2023 calendar year.

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## **Section 2: Housing Overview**

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**2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?**

Yes

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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The "Winthrop 5-Year Strategic Plan for Economic Development" contains several major housing specific goals and priorities. The goals include creating housing opportunities that support economic growth and provide safe and affordable housing for existing and new residents; increase housing opportunities for young professionals and mid-market families; establish a standard condition approval for multi-unit housing permits that requires that secure on-site bicycle parking be provided; and reduce residential parking requirements. Currently the zoning code section 17.50.070 and 17.50.080 encourage proper bike storage and bike sharing when possible. The Planning Board and site plan review committee encourage bike parking and affordable units when possible. Winthrop was awarded a technical assistance grant in 2022 from Metropolitan Area Planning Council to complete a zoning diagnostic to identify areas within the zoning code that need updating and/or additional language. The zoning diagnostic will also prioritize areas of concern to focus on first. This project is about 60% completed.

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2.2. Is this municipality currently working on any other planning for housing?

No

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### Section 3: Preliminary Zoning Strategies

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3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts

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3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).

It is difficult to determine where the best area for the new district location will be at this point in time. Estimated areas of town that may be the best location for the new district include (but are not limited or committed to) the Center Business District, the Waterfront District, and an overlay district in Business District A. These areas, can be found on the attached zoning map. The Center Business District zoning allows for more stories than other residential areas and is desirable for residents. It also promotes economic development and benefits local businesses. The waterfront districts can accommodate more density than other zoning districts, and one section of the waterfront district is in closer proximity to Orient Heights Blue Line Train Station.

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File

<https://massgov.formstack.com/admin/download/file/13933904072>

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3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district.

It is difficult to determine where the best area for the new district location will be at this point in time. Estimated areas of town that may be the best location for the new district include (but are not limited or committed to) the Center Business District, the Waterfront District, and an overlay district in Business District A. These areas, can be found on the attached zoning map. The Center Business District zoning allows for more stories than other residential areas and is desirable for residents. It also promotes economic development and benefits local businesses. The waterfront districts can accommodate more density than other zoning districts, and one section of the waterfront district is in closer proximity to Orient Heights Blue Line Train Station.

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File

<https://massgov.formstack.com/admin/download/file/13933904078>

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Winthrop is a peninsula, prone to coastal flooding. Much of the Town is a floodplain. Flooding and future sea level rise need to be taken into consideration when choosing an area for a future district and future development. Impervious cover should be considered, as well as safety. Winthrop recently updated zoning Section 17 to include flood resilience language and construction practices. This will help new construction to prevent flooding issues with abutters and be more aware of sea level rise and coastal inundation. Proximity to the Center Business District, and other areas of Town with commercial businesses should be considered for economic benefit. The new MBTA bus route will need to be considered if any development districts will be down along Shirley Street as bus service to that area may be reduced in the future. Lastly, Winthrop currently has a Mass Trails grant for a feasibility and 10% design for the Winthrop Greenway Extension. This grant and project focus on connecting the Mary Ellen Welch Greenway in East Boston to the Winthrop Ecology Park on Morton Street. This connection will include a pedestrian bridge. The greenway will be important for bikers and walkers and provide another route in and out of Winthrop. This potential new greenway is important to consider for future development.

**Section 4: Action Plan Timeline**

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Public Outreach

Jan 01, 2023

Dec 01, 2023

**Short Answer**

Developing Zoning

Mar 01, 2023

Sep 30, 2023

**Short Answer**

Applying DHCD's compliance model to test for density and unit capacity

Oct 01, 2023

Jan 31, 2024

**Short Answer**

Holding planning board hearings

Feb 01, 2024

Apr 30, 2024

**Short Answer**

Holding legislative sessions and adopt compliant zoning

May 01, 2024

Jul 31, 2024

**Short Answer**

Submit District Compliance application to DHCD

Sep 01, 2024

Oct 31, 2024

# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Woburn
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<b>1.2. Community Category</b>	Commuter rail community
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<b>1.3. Multifamily Unit Capacity Requirement</b>	2631
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	Yes
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<b>1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries</b>	Anderson Woburn Regional Transit Center, Mishawum Station
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<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
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<b>1.7. Please provide the name of the person filling out this form</b>	Tina Cassidy
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<b>1.7a. Title</b>	Planning Board Director
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<b>1.7b. Email Address</b>	tcassidy@cityofwoburn.com
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<b>1.7c. Phone Number</b>	(781) 897-5818
<b>1.8 Please provide the name of the municipal CEO</b>	Scott Galvin
<b>1.8b Mailing address of municipal CEO</b>	Woburn City Hall, 10 Common Street Woburn, MA 01801
<b>1.8c Email address of municipal CEO</b>	sgalvin@cityofwoburn.com
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	City Solicitor Ellen Doucette; Inspectional Services Director Tom Quinn; citizen/board representative (to be named); and Metropolitan Area Planning Council (MAPC) acting as consultant

## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	No
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> </ul>
<b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b>	<ul style="list-style-type: none"> <li>District boundaries</li> <li>Use schedule</li> <li>Dimensional regulations</li> <li>Parking requirements</li> </ul>
<b>Explanation:</b>	Existing overlay district (CWCOD) allows mixed use residential but not residential alone; current density too low to meet 3A guideline requirements; dimensional regs may not permit sufficient density to meet 3A guideline requirements; existing parking requirements may exceed 3A guideline requirements.

**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

A new overlay covering a portion of the CWCOD referenced above may be best way to enact 3A compliant zoning, by allowing stand-alone residential uses; setting higher maximum density than for remainder of district; and revising dimensional, parking and other requirements as needed.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Impacts on the lone elementary school serving current district; walkable connections between both stations and nearby retail/commercial district that serves both; capacity of municipal utilities to accommodate additional dwelling units at 3A regulation-compliant densities; proximity to contaminated soils.

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Organize ad hoc committee and procure consultant

Feb 01, 2023

May 01, 2023

**Short Answer**

Develop text/map of at least two options for consideration using DHCD's compliance model

May 01, 2023

Oct 31, 2023

**Short Answer**

Conduct general public meeting to present options and obtain feedback

Nov 01, 2023

Nov 30, 2023

**Short Answer**

Finalize preferred zoning option and file with City Clerk

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Dec 01, 2023

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Feb 28, 2024

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**Short Answer**

Hold City Council and Planning Board public hearings on proposed text and map amendments

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Mar 01, 2024

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Jul 31, 2024

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**Short Answer**

Prepare and submit District Compliance application to DHCD

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Aug 01, 2024

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Oct 01, 2024

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## Action Plan for MBTA Communities

**Description Area** Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

### Section 1: Identification

**Description Area** The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

**1.1 MBTA Community Name** Worcester

**1.2. Community Category** Commuter rail community

**1.3. Multifamily Unit Capacity Requirement** 12642

**1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?** No

**1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?** Yes

**1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries** Union Station, 2 Washington Square, Worcester, MA

**1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?** No

**1.7. Please provide the name of the person filling out this form** Michelle Smith

**1.7a. Title** Assistant Chief Development Officer - Planning and Regulatory Services



<b>1.7b. Email Address</b>	smithm@worcesterma.gov
<b>1.7c. Phone Number</b>	(508) 799-1400 ext. 31436
<b>1.8 Please provide the name of the municipal CEO</b>	Eric Batista
<b>1.8b Mailing address of municipal CEO</b>	455 Main Street Worcester, MA 01608
<b>1.8c Email address of municipal CEO</b>	citymanager@worcesterma.gov

**1.9. Please briefly describe other members of the core team developing the multi-family zoning district.**

According to the Section 3A compliance model, the City of Worcester's current zoning allows for housing unit generation that far exceeds the mandatory requirements of Section 3A, using only the existing zoning district pairing of BG-6.0 & CCOD-D. As such the City intends to fully comply with the MBTA Guidelines using it's BG-6.0 & CCOD-D zoning district, and does not anticipate a need to make changes to current zoning in order to comply. Any changes to the zoning ordinance or map effecting this zone will be reviewed for compliance with the Section 3A Guidelines and using the compliance module.

However, it should be noted that in response to the need for creation and preservation of housing affordability in the City, the Executive Office of Economic Development has been working on a Zoning Ordinance Amendment for Inclusionary Zoning (IZ) which is under consideration by City Council and could be ordained in the next few months. The IZ Ordinance was drafted by an interdisciplinary team in the Economic Development Department, including members of the Planning & Regulatory Services and Housing Development Divisions, in consultation with state and local organizations specializing in housing affordability as well as local developers (both non- and for-profit). The City is prepared to work with a third-party consultant to provide an economic feasibility analysis, based on the state's forthcoming criteria, demonstrating the viability of the IZ Ordinance, as may be adopted, which is anticipated to exceed the thresholds set forth in the Section 3A Guidelines.

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
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**2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.**

The City of Worcester is in the midst of completing its first Master Plan in 35 years, coined Worcester Now | Next. While the strategies and recommendations are not yet complete, major components of the plan's work relates to housing. Related draft goals of the Plan are: (1) improve the quality of existing housing; (2) increase the supply of housing and diversity of housing types; (3) protect and expand affordable housing; (4) Expand and create new opportunities for homeownership (5) prioritize pathways out of homelessness. Strategies to further such goals will be refined in the coming months and are anticipated to result in a recommendation for some degree of re-write of the existing zoning ordinance.

The city has a 2021 Analysis of Impediments to Fair Housing which identifies certain needs and deficiency's relating to housing. In line with the recommendations of this plan the City, created an Affordable Housing Trust-Fund, initiated a proposal for Inclusionary Zoning, and adopted the Community Preservation Act - all of which help further housing production and affordability objectives in the City. Further, substantial amounts of federal funding that the city receives, including annual HUD entitlement funds and recent ARPA funds, continue to be dedicated to housing purposes.

The Downtown Urban Revitalization Plan (much of which is located within 0.5 miles of Union Station) also intends to create a vibrant 18 hour downtown and to see an increase in residential use of the urban core as part of that goal. To facilitate this, the city has leveraged tax incentive programs (e.g. TIF, DIF, & HDIP) to encourage housing production and continues to make capital improvements to the area.

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**2.2. Is this municipality currently working on any other planning for housing?**

Yes

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**2.2a. Please briefly describe the housing work underway.**

In addition to the Master Plan that is underway, of which a notable focus has been housing, as was previously noted, an Inclusionary Zoning Ordinance Amendment is currently being considered. An Affordable Housing Trust Fund was recently established, and a large amount ARPA funds were dedicated to furthering housing needs both through the Fund as well as via other funding opportunities. The Community Preservation Act was recently adopted and, once created, the Community Preservation Committee will be required to study community needs for funding related, in part, to affordable housing. The city does not currently have a housing production plan (HPP) given that Worcester's SHI exceeds the state thresholds mandating a HPP. Following the citywide long-range plan the city may seek to create a HPP to help further its housing policy objectives in the future.

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## **Section 3: Preliminary Zoning Strategies**

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**3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)**

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
  - b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
-

**3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.**

The Business General 6.0 (BG-6.) & CCOD-D zoning district pair (or "the District") was analyzed for compliance with the MBTA Communities Section 3A Guidelines and the city believes the District far exceeds the mandatory minimums set forth by the state. The BG-6.0 is an underlying or base zoning district that coincides with the Commercial Corridor Overlay District - Downtown Parking Subarea (CCOD-D) by definition, thus consideration of the two as a cohesive "district" was done for purposes of analysis for compliance.

**Overview:**

The District contains approximately 323.36 acres of land (excluding rights-of-way), approximately half of which is located within a 0.5 mile radius of the Commuter Rail Station (Union Station) & Worcester Regional Transit Authority (WRTA) Hub. The District comprises the largest proportion of the 0.5 mile radius, when compared to other existing zoning districts, making it most suitable for evaluation for compliance with Section 3A. The District's geography consists predominantly of the downtown, City's central business district, and the canal district and can be characterized as a dense, urban environment. Unsurprisingly, the BG-6.0 permits the highest density of development within the City, while the CCOD-D aims to provide urban design guidelines, reduce automobile-dependency and enable a walkable urban environment with dimensional flexibility.

**Dimensional Controls:**

In the District, there are no minimum frontage, area, open space, side-yard setback, or parking requirements, allowing additional lot area for development. There is no maximum height restriction in the District and building density is determined by a 6:1 floor to area ratio unless there is a mixed-use development with a residential component, with active ground-floor uses, then there is no floor to area ratio limit. Stepbacks are required only as a design element for buildings over 100' in height, however there is no specific dimensional requirement dictating the stepback. No rear yard setback is required if the rear lot line abuts a way or property within the BG-6.0, BG-4.0, ML or MG zones. If the rear lot line abuts another zoning district a 10-foot rear yard setback will apply.

If residential units are proposed on the ground floor and/or the building is adjacent to a sidewalk less than eight (8) feet in width a 5' front yard setback applies to enhance the pedestrian environment or buffer units, but there is a maximum setback of 10-15 feet.

**Residential Uses:**

The District allows multi-family uses by right but low-density residential uses (i.e. single- and two-family uses) are prohibited to encourage density in development. It should be noted that citywide, any new development consisting of 5 or more dwelling units will trigger site plan review with the Planning Board, along with other site condition thresholds. Re-use of

existing buildings may also trigger site plan review depending on the extent of alterations and the historic designation of the structure or abutting structures.

#### Transportation:

The majority of the District is located within 0.5 mile radius of Union Station, the only MBTA Commuter Rail Station in the city's limits. Union Station, located at 2 Washington Square, within the District provides commuter rail service from Worcester to various locations easterly, connecting the center of the state to South Station in Boston. The station is also serviced by Amtrak, providing connections to other major cities in the region and beyond.

The "Hub" for busses from the local transit authority or the Worcester Regional Transit Authority (WRTA) is located at 60 Foster Street, immediately adjacent to Union Station and within the District. The hub contains eight bus slips, buses are equipped with bicycle racks and real time bus-tracker mapping is available for riders, with a network of stops within the District itself. The WRTA currently provides free bus service to locations throughout the City and to local points of interest in surrounding communities in Central MA. In addition to WRTA service, major bus lines such as Greyhound and Peter Pan, also service the site providing connections to other major cities in the region and beyond.

In addition to public transit facilities being located within the District, the District encourages high density, mixed use, pedestrian oriented development, promoting building activation along sidewalks. The District similarly provides deterrents for uses that are low-density and promote use of automobiles. For example, surface parking is prohibited as a primary use to encourage higher-value land-use and promote density, and parking maximums are in place to avoid over-construction of parking facilities. Additionally, automobile centric uses (e.g. vehicle repair, gas station, drive-throughs, etc.) are either prohibited or specially permitted in certain locations to discourage use of single occupant vehicles.

Recent capital investments in public infrastructure in the District, including recreational facilities (Picket Plaza & the Downtown Dog Park) and streetscape improvements (Kelly Square, Main Street, Green Street, and Harding Street, etc.), aim to further transit-oriented development objectives for this area with intentions to make the public realm safe and comfortable to encourage pedestrians, cyclists, and transit users.

**3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.**

Use schedule  
Other: Economic Feasibility Analysis

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**Explanation:**

As previously noted, the City of Worcester believes that it currently complies with the Section 3A guidelines using the BG-6.0 & CCOD-D District to not only meet, but exceed, the minimum requirements set forth in the state guidelines. However, we reiterate that an Inclusionary Zoning Ordinance is pending consideration by City Council, the next public hearing for this Ordinance is scheduled for January 31, 2023. The affordability requirements proposed would exceed the permissible thresholds outlined in the Section 3A Guidelines, therefore it's likely that a third-party Economic Feasibility Analysis will additionally be required. Any interim changes to the zoning text or map effecting the BG-6.0 & CCOD-D District will be reviewed to ensure consistency with the Section 3A Guidelines and evaluate impacts using the compliance module.

The City is still awaiting a response from the DHCD related to our current "Lodging House" definition as it relates to the Section 3A Guidelines; we understand the state is still exploring the applicability of the Section 3A Guidelines in this regard given it's broader policy implications. Depending on the state's response, zoning amendments may be required to revise the ordinance accordingly.

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**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Existing provisions of the District proposed to be used for Section 3A Compliance encourage mixed use projects, incentivizing those that incorporate mixed use into a development such that the FAR restrictions do not apply, and encourage activation along the street facing facade to promote pedestrian activity, with mandates for hardscape and landscape areas in front-yards. The BG-6.0 eliminates all parking requirements and is entirely located within the CCOD-D overlay which sets parking maximums, allowing maximization of land area to be allocated toward development. The CCOD also discourages low-density and auto-oriented uses, such as single-family dwellings and motor vehicle sales. Design guidelines for such density are an important consideration and have been incorporated into the CCOD as standards and maybe refined in the future. In the future, the city may consider new provisions related to open/recreational space or canopy coverage to improve quality of life and help address heat-island effects and the climate crisis and required bicycle parking facilities among other changes. However, it's likely such changes will be part of a more comprehensive review of zoning, coming out of the Master Plan, at which time a new district may be considered to ease documentation of compliance with Section 3A.

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**Section 4: Action Plan Timeline**

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**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
Developing zoning  
Applying DHCD's compliance model to test for density and unit capacity  
Holding planning board hearings  
Holding legislative sessions and adopt compliant zoning  
Submit District Compliance application to DHCD

<b>Description Area</b>	Task
<b>Description Area</b>	Start
<b>Description Area</b>	Finish
<b>Short Answer</b>	Economic Feasibility Analysis, if needed
	Jul 01, 2023
	Jun 30, 2024
<b>Short Answer</b>	Submit District Compliance application to DHCD
	Jun 30, 2024
	Dec 31, 2024
<b>Short Answer</b>	n/a
	Jan 31, 2023
	Mar 31, 2023
<b>Short Answer</b>	n/a
	Mar 31, 2023
	Sep 30, 2023
<b>Short Answer</b>	n/a
	Jan 31, 2023
	Jan 31, 2023
<b>Short Answer</b>	n/a
	Jan 31, 2023
	Jan 31, 2023

**If there is any other feedback you would like to share about the compliance process, please use this space to provide it.**

As previously noted, the City of Worcester believes that it currently complies with the Section 3A guidelines using the BG-6.0 & CCOD-D District to not only meet, but exceed, the minimum requirements set forth in the state guidelines. However, we reiterate that an Inclusionary Zoning Ordinance is pending consideration by City Council, the next public hearing for this Ordinance is scheduled for January 31, 2023. The affordability requirements proposed would exceed the permissible thresholds outlined in the Section 3A Guidelines, therefore it's likely that a third-party Economic Feasibility Analysis will additionally be required. Any interim changes to the zoning text or map effecting the BG-6.0 & CCOD-D District will be reviewed to ensure consistency with the Section 3A Guidelines and evaluate impacts using the compliance module.

The City is still awaiting a response from the DHCD related to our current "Lodging House" definition as it relates to the Section 3A Guidelines; we understand the state is still exploring the applicability of the Section 3A Guidelines in this regard given it's broader policy implications. Depending on the state's response, zoning amendments may be required to revise the zoning ordinance accordingly.

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# Action Plan for MBTA Communities

<b>Description Area</b>	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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## Section 1: Identification

<b>Description Area</b>	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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<b>1.1 MBTA Community Name</b>	Wrentham
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<b>1.2. Community Category</b>	Adjacent community
--------------------------------	--------------------

<b>1.3. Multifamily Unit Capacity Requirement</b>	750
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<b>1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?</b>	No
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<b>1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?</b>	No
--	----

<b>1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?</b>	No
--	----

<b>1.7. Please provide the name of the person filling out this form</b>	Rachel Benson
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<b>1.7a. Title</b>	Director of Planning & Economic Development
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<b>1.7b. Email Address</b>	rbenson@wrentham.gov
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<b>1.7c. Phone Number</b>	(508) 384-5441
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<b>1.8 Please provide the name of the municipal CEO</b>	Kevin Sweet
---	-------------

<b>1.8b Mailing address of municipal CEO</b>	79 South Street Wrentham, MA 02093
<b>1.8c Email address of municipal CEO</b>	ksweet@wrentham.gov
<b>1.9. Please briefly describe other members of the core team developing the multi-family zoning district.</b>	Town Administrator, Planner, PB members, BoS members, MHP 3A TA

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## Section 2: Housing Overview

<b>2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?</b>	Yes
<b>2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.</b>	<p>Master Plan, Housing Goal #3, Encourage a greater variety of housing options in order to better serve residents and the people who work in Wrentham, and to allow greater access to the educational, cultural, and community opportunities in Wrentham.</p> <p>Master Plan, Housing Goal #4, Thoughtfully promote-deed restricted Affordable Housing in order to stay above the Commonwealth's regulated threshold of 10% to retain local control over development  <a href="https://www.mapc.org/wp-content/uploads/2023/01/Wrentham-Master-Plan_12.22.2022.pdf">https://www.mapc.org/wp-content/uploads/2023/01/Wrentham-Master-Plan_12.22.2022.pdf</a></p>
<b>2.2. Is this municipality currently working on any other planning for housing?</b>	No

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## Section 3: Preliminary Zoning Strategies

<b>3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)</b>	<ul style="list-style-type: none"> <li>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</li> <li>c. A new 40R or other overlay zoning district</li> <li>e. Other zoning strategy</li> </ul>
<b>3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.</b>	<ul style="list-style-type: none"> <li>District boundaries</li> <li>Use schedule</li> <li>Dimensional regulations</li> <li>Parking requirements</li> </ul>
<b>Explanation:</b>	The level of amendments is to be determined upon technical assistance review. Unknown at this time which strategy will be used.

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**3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).**

See the document attached that was submitted for interim compliance planning. Subject to change upon technical assistance review.

**3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.**

See 3.1c., also see interim compliance submission.  
 The tentative strategy to get to the Town Meeting vote in time for the 2024 submission is to apply for technical assistance through the community one-stop and obtain the help of a private consultant/MAPC, or other experienced firms to review which strategy will work best.  
 The scope of work for that would include extensive public outreach/education, multiple feedback loops, public forums, stakeholder meetings, presenting to the BoS and PB to get their support, and then following MGL C.40A, s.5 procedures for zoning amendments.

**3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?**

Complete Streets integration, mixed-use, bus connections, street trees, open space, and limit draw on public services (fire, police, schools, water & watershed protection, etc.).

## Section 4: Action Plan Timeline

**Description Area**

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach  
 Developing zoning  
 Applying DHCD's compliance model to test for density and unit capacity  
 Holding planning board hearings  
 Holding legislative sessions and adopt compliant zoning  
 Submit District Compliance application to DHCD

**Description Area**

Task

**Description Area**

Start

**Description Area**

Finish

**Short Answer**

Apply for MHP 3A Technical Assistance

Jan 31, 2023

Feb 28, 2023

**Short Answer**

Technical Assistance review: data, mapping, draft regulations, etc.

Apr 01, 2023

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Jun 30, 2024

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**Short Answer**

Community Engagement (public forums, informational meetings, etc.)

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Jun 01, 2023

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Aug 31, 2024

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**Short Answer**

Hold MGL 40A, S 5 public hearings for MF zoning

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Aug 01, 2024

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Sep 30, 2024

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**Short Answer**

Town Meeting vote & Town Clerk certification

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Nov 07, 2024

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Nov 10, 2024

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**Short Answer**

Submit to DHCD District Compliance determination

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Dec 31, 2024

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Dec 31, 2024

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Municipalities with revised Action Plans as of August 24, 2023

1. Andover
2. Ashby
3. Ayer
4. Bellingham
5. Berkley
6. Billerica
7. Bourne
8. Boxford
9. Cambridge
10. Canton
11. Danvers
12. Dedham
13. Dover
14. Everett
15. Fall River
16. Fitchburg
17. Framingham
18. Gloucester
19. Hanover
20. Harvard
21. Kingston
22. Lancaster
23. Lawrence
24. Lynn
25. Malden
26. Manchester
27. Marblehead
28. Milton
29. Natick
30. Needham
31. New Bedford
32. North Andover
33. Northbridge
34. Norton
35. Norwell
36. Paxton
37. Pembroke
38. Plympton
39. Princeton
40. Quincy
41. Randolph
42. Rochester
43. Salem
44. Salisbury
45. Saugus
46. Sharon
47. Southborough
48. Swampscott
49. Tyngsborough
50. Waltham
51. West Newbury
52. Weston
53. Winchester
54. Worcester
55. Wrentham