

**Executive Office of Energy & Environmental Affairs
Planning Assistance Grant Proposal**

Scope of Work for Town of Arlington Multifamily Zoning Project



Submitted by:

**Town of Arlington
Town Hall
730 Massachusetts Avenue
Arlington, Massachusetts 02476
(781) 316-3090**

Project Summary

This project builds on the Town of Arlington Housing Production Plan (HPP), drafted in partnership by MAPC, JM Goldson, and the Town, with the support of an advisory committee, and adopted locally and approved by the state in 2016. The HPP identifies multifamily housing development in select locations as one strategy to increase housing diversity and affordability in town. Towards that end, it recommends amending the Zoning Bylaw (ZBL) in two key ways:

- 1) Allow more than one structure on a multifamily lot, currently prohibited, to facilitate cluster development or planned development, such as co-housing.
- 2) Amend dimensional regulations—including building height, frontage widths, lot size, floor-area-ratio (FAR), and/or minimum lot area per dwelling unit—to facilitate production of multifamily housing and mixed-use development in commercial areas and other smart growth locations.

This project will assist in implementation of these HPP strategies to support multifamily housing development by informing and resulting in zoning amendments to be adopted at Spring Town Meeting 2019.

This project will be closely coordinated with another ongoing MAPC planning project in Arlington, supported by MAPC Technical Assistance resources, to implement Master Plan recommendations to zone for Equitable Transit Oriented Development (eTOD) in the Arlington Heights neighborhood. Research and public input from this eTOD study will be used as a base for multifamily housing zoning amendments throughout the town.

Task #: 1

Description: Conduct tour of town's business, industrial, and residential districts where multifamily and/or mixed-use development is allowed and those where multifamily development is not currently allowed but may be appropriate. Meet with Steering Committee to discuss project goals, process, and timeline. Budget for this task includes three (4) meetings with Town of Arlington planning staff, and one public forum related to the proposed zoning amendments, throughout the term of the project. Arlington Planning Staff will meet on a regular basis with the Arlington Redevelopment Board to keep members apprised of the status of the project.

Deliverable(s): Memo on existing conditions in multifamily zones and those under consideration by the Town

Budget: \$4,275

EEA Share: \$3,420

Non-state match: \$855

Timeline: January 2018 to May 2019 (to include all meetings)

Task #: 2

Description: Review current multifamily housing provisions in ZBL, as well as recent changes to dimensional and density regulations for mixed-used development in Business and Industrial zones adopted at Spring Town Meeting 2016.

Deliverable(s): Zoning analysis

Budget: \$2,200

EEA Share: \$1,760

Non-state match: \$440
Timeline: April to June 2018

Task #: 3

Description: Amend multifamily zoning to allow more than one structure on a multifamily lot per the recommendations of past planning efforts and the Town's ongoing goals.

Deliverable(s): Draft amendments to number of structures on a multifamily lot
Budget: \$2,200
EEA Share: \$1,760
Non-state match: \$440
Timeline: May to July 2018

Task #: 4

Description: Conduct a town-wide parcel analysis to determine the number of parcels that meet the existing minimum lot size criteria of 20,000-30,000 square feet in the R4 and R7 districts where townhomes and apartment buildings are allowed by special permit. If only a limited number of parcels match this criteria, test variations with a reduced minimum parcel size and higher density to increase multifamily development opportunity in town. Meet with Steering Committee to share findings of parcel analysis and get feedback on proposed new lot size, if applicable, as well as review zoning changes to allow more than one structure on a multifamily lot.

Deliverable(s): Parcel analysis examining lot size
Budget: \$4,000
EEA Share: \$3,200
Non-state match: \$800
Timeline: June to August 2018.

Task #: 5

Description: Based on the parcel analysis and other criteria, select a sample of up to (4) potential development sites representing a broad range of site types conducive to multifamily development in town. Conduct a conceptual fit study for each to determine dimensional changes that would encourage multi-family development and compatible with neighborhood context. Meet with Steering Committee to share and get feedback on recommendations for dimensional regulations, and prepare for community meeting.

Deliverable(s): Conceptual fit study and buildout scenarios
Budget: \$6,000
EEA Share: \$4,800
Non-state match: \$1,200
Timeline: July to September 2018

Task #: 6

Description: Based on the parcel analysis and conceptual fit study, MAPC will determine new dimensional regulations and amend zoning to reflect these changes. Meet with Steering Committee to get feedback on draft zoning. MAPC will also meet with the Arlington Redevelopment Board to present revised zoning amendments.

Deliverable(s): Draft amendments to dimensional regulations for multifamily and mixed-use development

Budget: \$5,000

EEA Share: \$4,000

Non-state match: \$1,000

Timeline: August to October 2018

Task #: 7

Description: MAPC will revise zoning based on feedback from the Board, and present draft at a public forum to gather community feedback.

Deliverable(s): Final draft of new zoning

Budget: \$4,000

EEA Share: \$3,200

Non-state match: \$800

Timeline: September to November 2018

Task #: 8

Deliverable(s): Adopted zoning

Budget: \$2,800

EEA Share: \$2,240

Non-state match: \$560

Timeline: February to May 2019 for Spring Town Meeting 2019

Description: Arlington Planning + Community Development and the Arlington Redevelopment Board will bring zoning amendments to Spring Town Meeting 2019 with MAPC's support through preparation of handout materials, presentation, and attendance at a community meeting as part of Town Meeting communications.

Total budget estimate: \$30,475

Proposed EEA grant: \$24,380

Proposed MAPC match (listed in Budget above): \$6,095

Note that during the course of this project the Arlington Planning + Community Development Department will commit to expending approximately 120 hours of staff time on this work at an average loaded hourly rate of \$92, representing a total of \$11,040. This constitutes an additional over-match beyond the 25% required by the grant program and is detailed in the budget on page 7.

Consistency with Grant Criteria

This proposal is consistent with The Planning Assistance Grant Program funding area 1: Zoning for sustainable housing production (e.g. Accessory Dwelling Units, 40R Smart Growth Zoning, Transit Oriented Development, or Mixed-Use).

Consistency with Community Compact Best Practices















The Town of Arlington is a Community Compact community, having signed a Compact in September 2016. Although Arlington has not yet submitted a Community Compact proposal for FY19, this project aligns with the following best practices under the Housing and Economic Development Best Practices:

- Align land use regulations, especially zoning, capital investments, and other municipal actions with housing development, economic development, master, Land Use Priority, or other plans for future growth. Promote development and reuse of previously developed sites.
- Adopt zoning for mixed-use development, including Transit Oriented Development, where appropriate.
- Amend zoning bylaws to allow for increased density and housing opportunities in a manner consistent with neighborhood character.

Consistency with the Commonwealth's Sustainable Development Principles

This project also aligns with the Baker Administration's land conservation and development objectives, including the following Massachusetts Sustainable Development Principles:

- Concentrate development and mix uses. Support the revitalization of city and town centers and neighborhoods by promoting development that is compact, conserves land, reduces infrastructure and service costs, protects historic resources, and integrates uses. Encourage remediation and reuse of existing sites, structures, and infrastructure rather than new construction in undeveloped areas. Create pedestrian friendly districts and neighborhoods that mix commercial, civic, cultural, educational, and recreational activities with open spaces and homes. The Arlington proposal to amend zoning to promote multifamily development will produce concentrated development that increase the mix of uses within the district where such housing is allowed; generally, near commercial corridors, establishing mixed-use areas even if the developments themselves are not mixed use.
- Advance equity. Promote equitable sharing of the benefits and burdens of development. Provide technical and strategic support for inclusive community planning and decision making to ensure social, economic, and environmental justice. Ensure that the interests of future generations are not compromised by today's decisions. The promotion of multifamily housing, including affordable housing, will help maintain economic diversity.
- Expand housing opportunities. Support the construction and rehabilitation of homes to meet the needs of people of all abilities, income levels, and household types. Build homes near jobs, transit, and where services are available. Foster the development of housing, particularly multifamily and smaller single-family homes, in a way that is compatible with the community's character and vision, and with providing new housing choices for people of all means. A major objective of zoning for multifamily residential development in Arlington is expanded housing opportunity for residents across a wide range of incomes.

PROJECT TIMELINE															
Tasks	Month														
	Jan. 18	Apr. 18	May 18	Jun 18	Jul. 18	Aug. 18	Sep. 18	Oct. 18	Nov. 18	Dec. 18	Jan. 19	Feb. 19	Mar. 19	Apr. 19	May 19
Task 1 – Context, Meetings															
Task 2 – Zoning analysis															
Task 3 – Amend- ments															
Task 4 – Parcel analysis															
Task 5 – Conceptual fit study															
Task 6 – Amend- ments															
Task 7 – Final draft															
Task 8 – Adopted zoning															
<i>Staff Meetings</i>															
<i>Public Meetings</i>															

EOEEA Grant Proposal
Amendments to Arlington Multifamily Zoning

Budget Worksheet

	Description	Projected Hours	Avg Hourly Rate	Direct Cost	Cost by Task	FY2018 (thru June 30th 2018)	FY2019 (from July 1st 2018)
Task 1	Existing conditions	38	\$100	\$475	\$4,275	\$1,710	\$2,565
	Meetings: (4) planning staff, (1) forum (noted below)						
	Meeting(s): (1) planning staff						
Task 2	Zoning analysis	22	\$100	\$0	\$2,200	\$2,200	\$0
	Meetings: none						
Task 3	Draft amendments	22	\$100	\$0	\$2,200	\$1,452	\$748
Task 4	Parcel analysis	40	\$100	\$0	\$4,000	\$1,320	\$2,680
	GIS analysis testing min. lot size						
	Meeting(s): (1) planning staff (cost in Task 1)						
Task 5	Conceptual fit study	60	\$100	\$0	\$6,000	\$0	\$6,000
	Up to (4) potential development sites						
	Before and after - development massing						
	Combined with photo examples						
	Meeting(s): (1) planning staff (cost in Task 1)						
Task 6	Draft dimensional amendments	50	\$100	\$0	\$5,000	\$0	\$5,000
	Meeting(s): (1) planning staff (cost in Task 1)						
Task 7	Final draft new zoning	40	\$100	\$0	\$4,000	\$0	\$4,000
	Meeting(s): (1) community forum (cost in Task 1)						
Task 8	Adoption of new zoning	26	\$100	\$200	\$2,800	\$0	\$2,800
	Meeting(s): (1) community meeting						
		298		\$675	\$30,475	\$6,682	\$23,793
					Grant Request	\$24,380	
					MAPC Match	\$6,095	
					In-Kind	\$11,040	

Town of Arlington Housing Production Plan, 2016

*Adopted by Arlington Redevelopment Board
June 20, 2016*

*Adopted by Arlington Board of Selectmen
July 18, 2016*

Arlington Housing Production Plan

Funding provided by the Metropolitan Area
Planning Council through the Direct Local
Technical Assistance Program and the
Massachusetts Department of Housing and
Community Development Planning Assistance
Toward Housing (PATH) Program



J M Goldson

community preservation
+ planning



Prepared for

Town of Arlington
730 Massachusetts Ave.
Arlington, MA 02476
www.arlingtonma.gov

Contact: Adam Chapdelaine, Town Manager

Prepared by

Metropolitan Area Planning Council
Boston, Massachusetts
www.mapc.org

JM Goldson community preservation + planning
Boston, Massachusetts
www.jmgoldson.com

recodification of the zoning bylaw as an opportunity to consolidate zoning districts that may be duplicative or unnecessarily restrictive.

Action Plan

- Update Arlington's zoning bylaw in accordance with the strategies that follow
- Undergo comprehensive recodification of the zoning bylaw
- Perform a zoning audit on a regular basis, at least every five years, to ensure there are no unnecessary regulatory barriers to residential development in identified areas of town; address these barriers as needed

Strategy 2: Amend zoning to facilitate development of a range of housing types.

While Arlington's zoning bylaw has evolved over the years to allow some housing diversity in town, certain aspects make it challenging for developers to deliver a range of housing products. The Town can help address this issue with zoning amendments as follows:

- Consider allowing, by special permit, more than one structure on a multifamily lot, which is currently prohibited, to facilitate cluster development or planned development such as co-housing.³²
- Re-consider adopting an accessory dwelling unit (ADU) bylaw that would allow one smaller self-contained housing unit within a single-family home or on a lot with a single-family home, either attached to the principal dwelling unit or in a separate structure, such as a carriage house or garage.
- Consider allowing development of a broader range of housing types by right rather than special permit, such as townhomes, duplexes, and 3-plus-unit homes in certain locations that have comparable neighborhood context.
- Consider allowing, by right or special permit, development of congregate housing and/or re-use of existing houses for congregate housing³³ in order to integrate housing and services for seniors and those with disabilities. Consider allowing flexible or reduced parking requirements for congregate housing.

These zoning provisions would facilitate a greater range of housing development in Arlington. The particular housing types described above would meet the needs of specific demographics in the community, such as seniors, multi-generational households, individuals with disabilities, low-to-middle-income family households, and singles.

³² Cluster development groups residential properties on a site in order to preserve remaining land as open space. Planned unit development is a grouping of buildings with compatible land uses within one contained development. Co-housing is a group of private homes (attached or detached), often with shared outdoor space and community spaces for community functions and organized activities.

³³ Congregate housing is a group residence with shared common areas, usually for older and/or persons with disabilities, which encourages both independence and community living. Tenants may need some medical or social assistance, but not enough to require hospitalization or nursing home care. There is often a resident caregiver and support services can be integrated.

Action Plan

- Research model zoning provisions in the region and develop versions appropriate for Arlington
- Actively engage and inform community members regarding possible zoning amendments, best practices, and model zoning bylaws

Strategy 3: Amend dimensional regulations to facilitate production of multifamily housing through mixed-use development in commercial areas and other smart growth locations.

While Arlington has recently amended its zoning bylaw to allow multifamily housing through mixed-use development and to reduce parking requirements, additional barriers remain. These types of developments typically require less restrictive dimensional requirements than what is currently allowed in Arlington. Existing maximum building height is 35 feet or 3 stories, whereas multifamily housing through mixed-use developments can harmonize with existing neighborhood context at 4 or 5 stories, heights that can enhance development feasibility.

Meanwhile, frontage widths, lot size, and floor-area-ratio (FAR) requirements and minimum lot area per dwelling unit requirements may pose additional barriers to multifamily housing development. A town-wide parcel analysis should be conducted to determine the number of larger parcels that meet the existing minimum lot size criteria of 20,000-30,000 square feet in the R4 through R7 districts where town homes and apartment buildings are allowed by special permit. If only a limited number of parcels match this criteria, consider whether smaller minimum parcel size with higher density should be allowed to make development of this type feasible on smaller parcels.

At spring Town Meeting 2016, voters approved zoning changes intended to address dimensional and density regulations for mixed-use development in Business and Industrial zones. Zoning amendments of a similar type but pertaining to multifamily housing, and especially townhomes, should be researched and brought to future Town Meeting.

Action Plan

- Conduct a town-wide parcel analysis to determine opportunity for multifamily housing development given existing minimum lot size standards
- Explore amendments to dimensional regulations for multifamily housing, including townhomes
- Consider visual density study for sample of potential development sites to ensure dimensional changes to facilitate development appropriate to neighborhood context