



Medford City Council  
Medford, Massachusetts

## **Planning and Permitting Committee, June 12, 2024**

### **Voting Members**

Kit Collins, Chair  
Matt Leming, Vice Chair  
Isaac B. "Zac" Bears  
Anna Callahan  
George A. Scarpelli

This meeting will take place at 7:00 P.M. in the City Council Chamber, 2nd Floor, Medford City Hall, 85 George P. Hassett Drive, Medford, MA and via Zoom.

Zoom Link: <https://us06web.zoom.us/j/86330659816>

Call-in Number: +13092053325,,86330659816# US

Broadcast Live: Channel 22 (Comcast), Channel 43 (Verizon), and medfordtv.org.

To submit written comments, please email [AHurtubise@medford-ma.gov](mailto:AHurtubise@medford-ma.gov).

### **CALL TO ORDER & ROLL CALL**

### **ACTION AND DISCUSSION ITEMS**

#### **24-033 - Offered by President Bears and Vice President Collins**

Zoning Ordinance Updates with Innes Associates Team

### **PAPERS IN COMMITTEE**

To view Papers in Committee, please email [ahurtubise@medford-ma.gov](mailto:ahurtubise@medford-ma.gov).

### **Adjournment**



Medford City Council  
Medford, Massachusetts

**MEETING DATE**

June 12, 2024

**SPONSORED BY**

Isaac Bears, Council President, Kit  
Collins, Council Vice President

**AGENDA ITEM**

**24-033** - Zoning Ordinance Updates with Innes Associates Team

**FULL TEXT AND DESCRIPTION**

This is the fourth zoning updates meeting with Innes Associates. The following will be discussed:

- Prioritize zoning recommendations from the Climate Adaptation Action Plan (CAAP)
- Prioritize zoning recommendations from the 2023 Comprehensive Plan
- Complete mapping analysis by June 30
- New topics that came up during 5/8 Committee meeting that can be added to our work plan - i.e. "Legal definitions, format" and "Permitting and process"

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Be it Resolved by the Medford City Council that the Planning and Permitting Committee invite staff from the Office of Planning, Development, and Sustainability and Innes Associates, the Medford City Council's Zoning Consultant, to discuss our upcoming comprehensive review and update of the Zoning Ordinance.

Vice President Collins moved to refer the paper to the Planning and Permitting Committee (Councillor Scarpelli second)—referred to the Planning and Permitting Committee.

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

- I. 20240612 Zoning Memo #4

## MEMORANDUM

To	Members of the Planning and Permitting Committee Alicia Hunt, Director of Planning, Development & Sustainability Danielle Evans, Senior Planner Brenda Pike, Climate Planner
From	Emily Keys Innes, AICP, LEED AP ND, President
Date	June 07, 2024
Project	23146 – Medford – Zoning
Subject	Zoning Memorandum #4
Cc:	Paula Ramos Martinez, Senior Urban Designer/Planner Jimmy Rocha, GIS Analyst/Data Scientist Jonathan Silverstein, Blatman, Bobrowski, Haverty & Silverstein, LLC

Agenda for the next Planning and Permitting Committee Meeting on June 12, 2024:

- Prioritize zoning recommendations from the Climate Adaptation Action Plan (CAAP).
- Prioritize zoning recommendations from the 2023 Comprehensive Plan.
- Complete mapping analysis by June 30.
- New topics that came up during 5/8 Committee meeting that can be added to our work plan - i.e. "Legal definitions, format" and "Permitting and process"

**Prioritize zoning recommendations from the Climate Adaptation Action Plan (CAAP).**

Priority:

- High:
- Medium:
- Low:

Number	Recommended Zoning-Related Action	Topic	Origin	Phase	Priority
<b>BE 1.1</b>	<b>Diverse and Affordable Housing.</b> Expand diverse housing options in Medford to meet the needs of all ages, all family sizes, all (dis)abilities, and all income levels.	CR	CAAP		
BE 1.1.A	Reduce zoning barriers to multifamily and mixed-use housing development.	CR	CAAP		
BE 1.1.B	Enable smaller and more diverse housing options through zoning updates.	CR	CAAP		
	<b>B-51 Overlay District</b> <ul style="list-style-type: none"> <li>• Density zone <ul style="list-style-type: none"> <li>▪ Including exterior ADU by right and allow adding second floor to existing exterior ADU?</li> <li>▪ Unit square footage limits</li> </ul> </li> </ul>	CR	DPS		
BE 1.1.D	Foster affordable infill development.	CR	CAAP		
<b>BE 1.2</b>	<b>High-Performance New Buildings.</b> Update Medford's zoning codes and development review process to encourage highly energy-efficient, resilient, and low-carbon new construction.	CR	CAAP		
	<b>B-48 Eco-roof ordinance</b>  Require solar PV, solar thermal, small-scale wind, green roof, cool roof, blue roof, or mechanical equipment? [see Somerville]	CR	DPS		
	<b>B-49 By-right allowances</b> <ul style="list-style-type: none"> <li>• Ultra-low emissions building systems <ul style="list-style-type: none"> <li>▪ Heat pump condensers</li> <li>▪ Battery storage</li> </ul> </li> <li>• Renewables <ul style="list-style-type: none"> <li>▪ Solar PV [is this already by right?]</li> <li>▪ Solar thermal</li> </ul> </li> </ul>	CR	DPS		

Number	Recommended Zoning-Related Action	Topic	Origin	Phase	Priority
	<ul style="list-style-type: none"> <li>▪ Driveway solar canopy</li> <li>▪ Micro-scale wind</li> <li>• Small-scale green infrastructure <ul style="list-style-type: none"> <li>▪ Window, wall, and roof gardens</li> <li>▪ Permeable paving</li> <li>▪ Composting</li> </ul> </li> </ul>				
	<b>B-51</b> Overlay District <ul style="list-style-type: none"> <li>• District energy zone [are there areas that are good prospects for this? Riverside] <ul style="list-style-type: none"> <li>▪ Co-locate residential and commercial</li> </ul> </li> <li>• Net zero zone [does this make sense anymore, with updated building codes and the state reserving emissions standards and reporting for itself?]</li> </ul>	CR	DPS		
	<b>B-52</b> Energy efficiency requirements (or at least reporting) for rental units? [Medford doesn't currently have rental licensing?]	CR	DPS		
BE 1.2.A	Adopt environmental performance standards for large projects.	CR	CAAP		
BE 1.2.A	Offer incentives for exceptional energy performance.	CR	CAAP		
	<b>B-47</b> Zoning Incentives <ul style="list-style-type: none"> <li>• Density bonuses <ul style="list-style-type: none"> <li>▪ Net zero design</li> <li>▪ Certifications include Architecture 2030's Zero Code</li> <li>▪ Low embodied carbon</li> </ul> </li> <li>• Floor area ratio exclusions [would these be included in FAR in the first place?] <ul style="list-style-type: none"> <li>▪ Window shading/overhangs</li> <li>▪ Exterior insulation</li> <li>▪ Green roofs</li> <li>▪ Heat pump condensers</li> <li>▪ Driveway solar canopy</li> </ul> </li> <li>• Setback exemptions [would these even require an exemption?] <ul style="list-style-type: none"> <li>▪ Heat pump condensers</li> <li>▪ Energy storage</li> <li>▪ Window shading and overhangs</li> <li>▪ Exterior insulation</li> <li>▪ Driveway solar canopy</li> </ul> </li> </ul>	CR	DPS		

Number	Recommended Zoning-Related Action	Topic	Origin	Phase	Priority
	<ul style="list-style-type: none"> <li>Height exemptions <ul style="list-style-type: none"> <li>Heat pump condensers</li> <li>Solar PV</li> <li>Solar thermal</li> <li>Micro-scale wind</li> </ul> </li> <li>Expedited site plan review (with checklist and specific timeframe promised) [for certain size projects?] <ul style="list-style-type: none"> <li>Net zero design</li> <li>Passive house [part of specialized code for four stories and above, but we do want to make it as simple as possible]</li> <li>Low embodied carbon</li> </ul> </li> <li>Use variances <ul style="list-style-type: none"> <li>Net zero design</li> <li>Low embodied carbon</li> </ul> </li> <li>Reduced permit fees (CDB, in rules and regs) <ul style="list-style-type: none"> <li>Net zero design</li> </ul> </li> <li>Low embodied carbon</li> </ul>				
EN 2.1	<b>Rainscaping.</b> “Rainscape” Medford to better infiltrate stormwater.	CR	CAAP		
EN 2.1.C	Encourage rainscaping on private property.	CR	CAAP		
	<b>B-50 Green code</b> (points checklist for stormwater requirements) [compare against Medford’s stormwater ordinance and Somerville’s] <ul style="list-style-type: none"> <li>Stormwater requirements? <ul style="list-style-type: none"> <li>Green roof, blue roof</li> <li>Permeable paving</li> <li>Increase green area ratio</li> <li>Rain garden, bioswale, retention pond</li> <li>Rainwater barrels and right-sized gutters</li> </ul> </li> </ul>	CR	DPS		
EN 2.2	<b>Stormwater Infrastructure:</b> Continue to invest in maintenance and upgrades to the stormwater and sewer systems, accounting for climate change projections.	CR	CAAP		
EN 2.2.D	Expand the capacity of the stormwater system through green, blue, gray solutions.	CR	CAAP		
	<b>B-51 Overlay District</b> <ul style="list-style-type: none"> <li>Flood zones [but Medford doesn’t have many buildings in these?] <ul style="list-style-type: none"> <li>Rain garden, bioswale, retention pond</li> </ul> </li> </ul>	CR	DPS		

Number	Recommended Zoning-Related Action	Topic	Origin	Phase	Priority
	<ul style="list-style-type: none"> <li>▪ Permeable paving</li> <li>▪ Rainwater barrels and right-sized gutters</li> </ul>				
<b>EN 2.3</b>	<b>Riverine flood buffers:</b> Reduce flood risk from the Mystic and Malden rivers caused by storms and sea level rise.	CR	CAAP		
	<b>B-51 Overlay District</b> <ul style="list-style-type: none"> <li>• Flood zones [but Medford doesn't have many buildings in these?] <ul style="list-style-type: none"> <li>▪ Elevate mechanical systems</li> <li>▪ Elevate first floor and entries</li> <li>▪ Grade highest around base of building</li> <li>▪ Backflow valves</li> <li>▪ Wet or dry floodproofing</li> <li>▪ Sump pumps</li> </ul> </li> </ul>	CR	DPS		
EN 2.3.A	Consider a riparian buffer overlay to prioritize living shorelines.	CR	CAAP		
<b>PH 1.1</b>	<b>Healthy Neighborhoods:</b> Adapt the city's zoning codes and development incentives to create healthier neighborhoods.	CR	CAAP		
PH 1.1.A	Update zoning codes to support health outcomes.	CR	CAAP		
PH 1.1.B	Assess neighborhood-specific opportunities.	CR	CAAP		
<b>PH 1.2</b>	<b>High Heat Mitigation.</b> Improve Medford's capacity to stay cool in periods of high heat.	CR	CAAP		
PH 1.2.C	Adopt design and material standards for cooler surfaces.	CR	CAAP		
	<b>B-51 Anti-heat island zone</b> [do any of these impinge on code?] <ul style="list-style-type: none"> <li>• Minimum SRI for roofs and top level of parking lots</li> <li>• Preserve existing trees and require tree planting for larger sites</li> <li>• Window shading</li> <li>• Covered parking</li> <li>• Cool roof/green roof</li> </ul> Passive cooling – operable windows, design for airflow	CR	DPS		

Number	Recommended Zoning-Related Action	Topic	Origin	Phase	Priority
<b>T 1.4</b>	<b>Accessible Neighborhoods.</b> Update city codes and zoning ordinances so that new development contributes to neighborhoods accessible to all.	CR	CAAP		
T 1.4.A	Encourage mixed-use development.	CR	CAAP		
T 1.4.B	Design for active streetscapes.	CR	CAAP		
	<b>B-51 Overlay District</b> <ul style="list-style-type: none"> <li>Car-free zone (with exceptions for delivery trucks at certain times) [does Medford have districts where this would be appropriate?]</li> </ul>	CR	DPS		
T 1.4.C	Integrate multimodal connections in new development.	CR	CAAP		
T 1.4.E	Update bicycle parking requirements.	CR	CAAP		
T 1.4.F	Update motor vehicle parking requirements.	CR	CAAP		
	<b>B-47 Lower parking ratios</b> [lower than Medford already has?] <ul style="list-style-type: none"> <li>Affordable housing</li> <li>Near transit</li> </ul>	CR	PDS		
<b>T 2.1</b>	<b>Electric Vehicle Charging</b> Expand access to electric vehicle charging stations.	CR	CAAP		
	<b>B-49 By-right allowances</b> <ul style="list-style-type: none"> <li>EV charging stations</li> </ul>	CR	PDS		
	<b>B-53</b> Increased EV ready requirement, with performance path for automated load management system (approved in Brookline).	CR	PDS		
T 2.1.D	Encourage EV charger installations in private lots.	CR	CAAP		



**Prioritize zoning recommendations from the 2023 Comprehensive Plan.**

**List of Objectives and Actions Tied to Zoning Changes**

Number	Recommended Zoning-Related Action	Topic	Origin	Phase	Priority
<b>WS.1.1</b>	<b>Ensure Affordable Housing for All.</b> Create, expand, and protect mixed-income housing options throughout the city to create a minimum of 600 units by FY2025 as called for in the 2021 Housing Production Plan.	HA	ComPlan		
WS.1.1.1	Update zoning to allow for multifamily dwellings of different typologies in different zoning districts, such as APT-1, APT-2, C-1, and C-2.	HA	ComPlan		
WS.1.1.2	Actively pursue mixed-income and mixed-use residential development opportunities for vacant and underutilized lots in Medford’s business districts, such as existing surface parking lots and property owned by state agencies.	UDR	ComPlan		
WS.1.1.4	Consider allowing smaller, infill housing on nonconforming lots to add to housing stock.	HP	ComPlan		
WS.1.1.5	Review impact of inclusionary housing ordinance and consider changes, such as cash-in-lieu for units or partial units.	HA	ComPlan		
WS.1.1.6	Enable smaller and more diverse housing options through zoning updates.	HP	ComPlan		
WS.1.1.7	Update zoning to foster affordable infill development	HA	ComPlan		
<b>VP.1.1</b>	<b>Create opportunities for new amenities in Medford’s Business Districts.</b> Create opportunities for new amenities in Medford’s Business Districts.		ComPlan		
VP.1.1.1	Undertake corridor or commercial center studies to allow an appropriate mix of uses and land use controls for cohesive development along corridors and within village centers.	COR, UDR	ComPlan		
VP.1.1.2	Rezone to allow mixed-use in “village centers” as-of-right in smaller nodes outside the traditional commercial squares, such as Salem Street.	UDR	ComPlan		

Number	Recommended Zoning-Related Action	Topic	Origin	Phase	Priority
VP.1.1.4	Rezone appropriate emerging corridors, such as Mystic Avenue and Mystic Valley Parkway, to create zoning responsive to the desired land uses for each corridor.	COR, UDR	ComPlan		
<b>VP.1.2</b>	Make development and regulations consistent with the Comprehensive Plan's overall vision for land use within the City, considering squares, corridors, open spaces, and areas that are primarily residential.	SQR, COR, MGB	ComPlan		
VP.1.2.1	Balance as-of-right uses with appropriate land use controls.	UDR	ComPlan		
VP.1.2.2	Address inconsistencies between current and past land use and the current zoning ordinance.	UDR	ComPlan		
<b>VP.1.4</b>	Increase job opportunities for residents within Medford.	ED	ComPlan		
VP.1.4.3	Update zoning code to create incentives for new types of industry that can mix with other land uses.	UDR	ComPlan		
<b>VP.1.6</b>	Incentivize regular upgrades to facades and storefronts.	ED	ComPlan		
VP.1.6.2	Develop appropriate design guidelines for storefronts and signage design that reinforce the unique identity of each commercial center.	ED	ComPlan		
<b>VP.1.8</b>	Alleviate restrictions on land use and new construction that currently limit developer investment		ComPlan		
VP.1.8.4	Update allowable uses under existing zoning codes, such as expanding where life sciences and/or breweries are permitted and exploring additional industries such as distilleries.	UDR	ComPlan		
VP.1.8.5	Create bonuses for additional density, height, parking waivers, etc. tied to community benefits related to energy efficiency, climate adaptation, active ground floor spaces (indoor or outdoor), or other amenities. Consider a menu of options rather than strict requirements.	UDR, CR	ComPlan		

Number	Recommended Zoning-Related Action	Topic	Origin	Phase	Priority
VP.1.8.6	Evaluate permitting and review process to reduce the time from application to approval.		ComPlan		
VP.1.8.7	Allow desired uses in specific areas as of right or with a reduced permitting process (ex. site plan review instead of a special permit and/or variance).	UDR	ComPlan		
<b>VP.2.1</b>	Enable growth through regulatory and policy changes.	ED	ComPlan		
VP.2.1.1	Review and revise zoning and permitting processes to encourage appropriate development within neighborhoods, including small-scale neighborhood retail and services, and neighborhood /commercial center and comprehensive plan goals.	MGB	ComPlan		
VP.2.1.2	Revise zoning to allow for redevelopment of non-conforming lots for smaller housing types in neighborhoods.	HP	ComPlan		
VP.2.1.4	Review parking regulations for consistency with municipalities that have similar development patterns.		ComPlan		
<b>AA.1.1</b>	<b>Connect Multimodal Networks.</b> Enable growth through regulatory and policy changes.		ComPlan		
AA.1.1.5	AA.1.1.5 Action: Update design code and development permitting processes to integrate the City's Complete Streets policy.	T, MGB	ComPlan		
AA.1.1.7	Evaluate effectiveness of existing performance standards related to transportation access and impacts.	T	ComPlan		
<b>AA.2.1</b>	<b>Coordinate Mobility &amp; Development.</b> Increase the presence of residents, jobs, and destinations in areas with high transit access today or in coordination with plans for expanded multi-modal access.		ComPlan		
AA.2.1.1	Allow and promote increased density and mixed uses within walking distance of MBTA train stations and major bus hubs.	UDR	ComPlan		

Number	Recommended Zoning-Related Action	Topic	Origin	Phase	Priority
AA.2.1.2	Promote transit-oriented mixed-use development along emerging corridors like Mystic Avenue and Mystic Valley Parkway.	COR	ComPlan		
AA.2.1.3	Evaluate current density in transit-rich areas and consider increases that are compatible with areas of lower density.	HP	ComPlan		
AA.2.1.4	Evaluate whether Medford's current zoning is consistent with the new housing requirements for MBTA communities and modify zoning to bring the City into compliance and preserve its right to access state grants.	HP	ComPlan		
AA.2.1.5	Create design guidelines or studies to inform how areas of higher density can transition effectively to areas of lower density. Update zoning to address the uses, dimensional standards and development standards required.	UDR	ComPlan		
<b>AA.3.1</b>	<b>Support an improved experience for all methods and levels of mobility.</b> Improve the pedestrian and biking experience.	T	ComPlan		
AA.3.1.8	Update bicycle and motor vehicle parking requirements.	T	ComPlan		
<b>CR.2.1</b>	<b>Achieve and Evolve the 2021 Climate Action and Adaptation Plan.</b> Adopt zoning changes identified by the plan and identify metrics to ensure that the new regulations have the anticipated impact.	CR	ComPlan		
CR.2.1.1	Review adopted environmental performance standards to incorporate climate resilience best practices. (CAAP; Strategy BE 1.2.A)	CR	ComPlan		
CR.2.1.4	Adopt flood resilience building guidelines. (CAAP Strategy BE 1.3.B)	CR	ComPlan		
CR.2.1.5	Action: Adopt design and material standards for cooler surfaces.(CAAP Strategy PH 1.2.C)	CR	ComPlan		
CR.2.1.6	Update zoning codes to support community health outcomes. (CAAP Strategy PH 1.1.A)	CR	ComPlan		

Number	Recommended Zoning-Related Action	Topic	Origin	Phase	Priority
CR.2.1.7	Adopt new landscape performance standards for heat mitigation, stormwater infiltration, and soil health.	CR	ComPlan		

## **Complete mapping analysis by June 30.**

This memorandum provides information regarding the analytical mapping to be completed for the city.

1. **Nonconforming Analysis.** A series of maps that visualize nonconforming parcels in each zoning district.
  - Principal Frontage
  - Building Front Setback
  - Building Height
  - Lot Size Minimum
  - Building Coverage
  - Lot Coverage
2. **Base Map.** A map that visualizes recreation activities and sites throughout the city. Layers will include:
  - Chapter 91 Lands
  - Hydrography & Wetlands
  - FEMA NFHL
  - Open Space
  - Parks
  - Trails
3. **Residential Clusters.** A map symbolized in a graduated color scheme that visualizes residential parcels by assessed units.
  - Single-family
  - Two-family
  - Three-family
  - 4 - 9 units
  - 10 - 20 units
  - 20 + units
  - Everything else (Non-residential uses)
4. **Transit and Accessibility.** A map that visualizes local transit stops and routes as well as bike paths. Layers will include:
  - Bike Paths
  - BlueBikes Locations
  - MBTA Bus Routes and Stops
  - MBTA Train Routes and Stops
  - Quarter and half-mile radius around major transit nodes

5. **Socioeconomics.** A series of maps that visualize the latest socioeconomic data throughout the city.

- Ethnicity by census tract
- Income by census tract
- Age by census tract
- Environmental Justice populations

6. **Value.** A series of maps that visualize the assessed value of parcels per square foot.

- Building Value
- Land Value
- Total Value

7. **anchors**

- Municipal assets
- Major institutions
- Major employers
- Retail/services centers (squares but also neighborhood clusters)

8. **Housing Stock & Historic Locations.** A map that visualizes the age of Medford's existing housing stock split into decades as well as MACRIS historic properties. Layers will include:

- Housing Stock by decade in a graduated color scheme
- MACRIS historic properties in the city

**New topics that came up during 5/8 Committee meeting that can be added to our work plan - i.e. "Legal definitions, format" and "Permitting and process"**

	TOPIC	PHASE
CR	Climate resiliency	II and III
HP	Housing production	I and II
HA	Housing affordability	II and III
SQR	Major squares	All three
COR	Mixed use corridors	All three
MGB	Streets/neighborhoods	II and III
ED	Economic development and business growth	All
MAP	Map and districts	All three
UDR	Uses and dimensional requirements	All three
T	Transportation/multi-modal ways	II and III
LD	Legal definitions, format	All three
PP	Permitting and process	All three