

# TOWN OF WELLESLEY



**REPORTS TO THE  
SPECIAL TOWN MEETING  
TUESDAY, NOVEMBER 6, 2007  
7:30 P.M.**

**WELLESLEY MIDDLE SCHOOL AUDITORIUM**

by the

**ADVISORY COMMITTEE**

**SCHOOL BUILDING COMMITTEE**

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**Please read this booklet prior to and bring it with  
you to the Special Town Meeting.**

In the event that it becomes necessary to cancel any session of Town Meeting,  
notice will be given between 6 and 6:30 p.m. on  
**Wellesley Cable TV, Channel 9**

# INDEX TO WARRANT ARTICLES

ARTICLE NUMBER	SUBJECT	Page
1.	Choose Moderator .....	1
2.	Receive Reports .....	1

## AMEND ZONING BYLAWS

3.	Amend ZBL - Large House Review .....	1
4.	Amend ZBL - Project Approval.....	7
5.	Amend ZBL - Inclusionary Zoning .....	15
6.	Amend ZBL - Off Street Parking.....	15
7.	Amend ZBL - Floor Area Ratio .....	25
8.	Amend ZBL - Yard Regulations .....	26

## APPROPRIATIONS

9.	Appropriation – Fair Labor Standards Act Obligation.....	27
10.	Amend Salary Plan – Pay Schedule .....	27

## AUTHORIZATION

11.	Authorization to Lease a Portion of Branch Libraries .....	28
-----	--	----

## APPROPRIATIONS

12.	Appropriation – Police Department – Telephone Switch .....	29
13.	Appropriation – Seaver Street Parcels Acquisition.....	29
14.	Appropriation – Sprague Fields Athletic Complex.....	33
15.	Appropriation – Modular Classrooms for High School .....	33
16.	Appropriation – Senior Center Study and Gift Acceptance .....	33

## AMEND ZONING BYLAW/CITIZEN’S PETITION

17.	Amend ZBL – Washington Street/Hillside Road.....	35
-----	--	----

## GENERAL

18.	Raise Money .....	35
-----	-------------------	----

## OTHER REPORTS

	School Building Committee.....	37
--	--------------------------------	----

# TOWN OF WELLESLEY



**Town Hall  
525 Washington Street  
Wellesley, Massachusetts 02482**

Chair  
Margaret Ann Metzger

Vice Chair  
Katy Gibson

## **REPORT OF THE ADVISORY COMMITTEE TO THE NOVEMBER 6, 2007 SPECIAL TOWN MEETING**

### **TERM ENDS 2008**

Ken Baer  
Katy Gibson, Vice Chair  
Margaret Ann Metzger, Chair  
Allan Port  
Katherine Macdonald

### **TERM ENDS 2009**

Steven Hansen  
Morris Kellogg  
David Mooney  
Marijane Tuohy

### **TERM ENDS 2010**

Peter Cory  
Paul Criswell  
Judi Donnelly  
Susan Lange  
Stephen Sykes  
Marc Taylor

October 12, 2007

To the Citizens of the Town of Wellesley:

The Special Town Meeting (STM) beginning November 6, 2007 will consider a series of proposed Planning Board amendments to the Zoning Bylaws concerning construction and development in Wellesley. In addition, the STM will consider other important matters, including (a) the acquisition of three properties on Seaver Street adjacent to Wellesley High School, (b) appropriation of funds to study the merits of accepting a conditional gift for development of a senior center on land or in a building provided by the Town, (c) personnel matters, and (d) approval of leases for space in the Branch libraries.

### **Planning Board: Amendments to the Zoning Bylaws**

#### ***Background***

The impetus for this STM was to create an opportunity for Town Meeting to thoughtfully consider the management of development in Wellesley. The Planning Board has been grappling with the issues related to development and the construction of large homes for many years and numerous Planning Board proposals have been rejected by Town Meeting. It takes a 2/3 vote of Town Meeting to approve amendments to the Zoning Bylaws so change requires a very high degree of consensus. In the meantime, increasingly large homes have been built in increasing numbers, many on small lots, and there is a high degree of concern about the changing character of our environment.

Last spring, the Planning Board decided to defer action on a number of motions that they had been preparing for the 2007 Annual Town Meeting related to large homes considered to be disproportionate to

lot size, in order to have additional time to refine their proposals. The Planning Board has worked diligently since then and has created an opportunity for extensive public dialogue during the course of public meetings and hearings since last spring. Town Meeting will now vote on the proposals that have resulted from these efforts. The Advisory Committee commends the Planning Board for their continued efforts to address subjects of great importance to the Town.

### ***Large House Review***

Article 3 creates a large house review process. Of the five motions the Planning Board is expected to propose, Article 3 has been the focus of the most public attention. The proposal represents a new approach to zoning regulations in Wellesley that stands in contrast to past attempts to impose additional objective, measurable standards. Such efforts have tended to be rejected as too rigid and not flexible enough to apply comfortably to the varied situations within any given zoning district.

Instead, Article 3 would require that single-family construction projects which exceed (or which include additions of 300 square feet or more that cause the house to then exceed) certain threshold sizes must go through a review process with the Planning Board and Design Review Board. The threshold sizes vary depending on the zoning district in which the property is located and not on the size of the individual property. Exceeding the threshold would not preclude construction but would subject the plans to a review process that evaluates more qualitative standards such as: preservation of landscape by minimizing grade changes and removal of vegetation and soil; the relationship of the new or altered building to other structures in the neighborhood; building design and landscaping being in harmony with the prevailing character and scale of the neighborhood; preservation of open space; and safe and convenient circulation of walkways, drives and parking. The intent is to create sufficient flexibility to reflect the multitude of circumstances given varying lot sizes, topography, vegetation, location of neighbors and character of neighborhoods.

This proposal raises “hot-button” issues for many residents and requires careful consideration by Town Meeting. The outcome will affect the future look and feel of the Town, as well as property rights and, potentially, property values. The write-up for Article 3 explains the Advisory Committee’s rationale for endorsing this fundamentally new approach as well as the concerns raised by the minority who, while also commending the Planning Board for their efforts, believe that additional refinements are required before the proposal is ready for passage.

### ***Other Proposed Amendments to the Zoning Bylaws***

Advisory has endorsed the four other proposed amendments to the Zoning Bylaws that the Planning Board intends to move at the STM:

- Article 4 – Amend ZBL Section XVIA – Project Approval
- Article 6 – Amend ZBL Section XXI – Off-Street Parking
- Article 7 – Amend ZBL Section IA – Floor Area Ratio Definition
- Article 8 – Amend ZBL Section XIX – Yard Regulations in Commercial Districts

After discussion, the Planning Board has decided not to move Article 5 (to exempt affordable housing units from zoning density limitations) at this STM.

### ***Other Matters***

The STM also creates an opportunity to consider other matters that either cannot wait until the Annual Town Meeting or that the Town benefits from reviewing earlier. Given the compressed time frame to prepare for this STM, the Advisory Committee has focused on assuring that the Articles to be moved at the STM are truly ready for consideration – that they have been fully developed and thoroughly vetted. In addition, the Advisory Committee is mindful that it is still early in FY08 and that additional FY08 revenue has not been identified. As a result, absent extraordinary circumstances, we have discouraged motions for additional spending.

### ***Acquisition of Three Properties on Seaver Street adjacent to Wellesley High School***

Article 13, the proposed acquisition of three properties (53, 55 and 57 Seaver Street) adjacent to the High School, is a unique opportunity and we appreciate that the owners have agreed to sell their homes. The total proposed purchase price is \$3,609,500. Acquisition of these properties would significantly increase the usable area of the High School site. Expanding the site has numerous potential benefits. First, it significantly improves the design options for either a new or a renovated High School. At present, the design options for replacing or renovating the existing High School are greatly limited by the numerous restrictions on the site due to wetlands, floodplain, riverfront area, playground and parkland open space and building setbacks. Second, the acquisition creates the potential for significant construction savings regardless of whether the final decision is for renovation or replacement of the High School. Even absent a likely High School project, acquiring these properties for a reasonable price represents an opportunity for the Town to be forward-thinking and prepare for future use and expansion. The Advisory Committee endorses the proposed acquisition and more thoroughly explains both the facts and the Advisory rationale in the write-up for Article 13.

### ***Senior Center***

Article 16 enables the Board of Selectmen to request approval of an appropriation which would be used to continue to study the feasibility of accepting a conditional gift of \$825,000 under the terms of the Mary Esther (“Billie”) Tolles Charitable Foundation. The gift is conditioned on using the funds for the purpose of “founding, constructing and equipping a Senior Center in the Town of Wellesley, Massachusetts, on land or in a building provided for that purpose by the Town of Wellesley.” The final motion is still in development so we have included only background information in our write-up. Advisory will make its recommendations at the STM, or sooner, if possible.

### ***Personnel Matters***

Four non-school union contracts expired on June 30, 2007. One has settled and three are currently under negotiation. Article 10, to amend salary pay plans based on union negotiations that are ongoing, will be voted based on the status of the negotiations just prior to STM and the Advisory Committee will make its recommendation at the meeting.

Article 9 addresses the Town’s obligation under the Fair Labor Standards Act for firefighters’ overtime pay and appropriates \$41,175 to pay the additional amount due according to the adjusted calculation based on four prior years of overtime hours. The Town is in compliance for FY08.

### ***Other Articles***

Article 11 – The Town has entered into two short-term, partial (either part-time or part of the space) leases of the Branch libraries to the Wellesley Community Children’s Center and seeks approval to extend the leases for two additional years.

Article 12 – A transfer of funds from the Police Detail Account is required in order to complete a telephone upgrade for the Police Department.

### **No Motion**

As this book goes to press, we expect no motion under:

- Article 5 – Amend ZBL Section XVIB – Inclusionary zoning exemption
- Article 14 – Appropriation for study/design for the Sprague Fields Athletic Complex
- Article 15 – Appropriation for modular classrooms at Wellesley High School
- Article 17 – Amend ZBL and Map at 65 Washington Street/1 Hillside Road

### **Fall Town Meeting as a Model?**

In recent years, some have suggested that it might be advisable to split Wellesley’s Annual Town Meeting agenda so that budget issues could be the focus of a spring meeting and zoning and non-budgetary matters

could be the focus of a regularly scheduled fall meeting, thus allowing Town Meeting more time for thoughtful consideration. This is one of the many ideas the Town Bylaws Study Committee is reviewing. This STM can be considered a model for such an approach, and we look forward to participating in a review of both the challenges and the benefits.

### **Changes to the Advisory Report**

As a practical matter, we have tried to improve this Advisory Report by responding to suggestions we received in the survey after the 2006 Annual Town Meeting. We hope our efforts are noticeable. Our cost-consciousness extended to contracting for thinner paper in order to reduce printing and postage costs.

### **Conclusion**

We recognize and share the frustration that the Advisory Report does not include recommendations for every Article. To the extent possible, late-breaking recommendations will be posted on the Town's web site and sent to Town Meeting Members by e-mail prior to the evening they are to be considered at the STM.

As always, Town Meeting is an opportunity to examine important issues, to enter into dialogue and to vote as a community to best serve our Town and its citizens. I am honored to serve as Advisory Chair and look forward to engaging in this long-standing tradition. The STM starts on November 6, 2007 at 7:30 PM. We'll be back in the Wellesley Middle School auditorium.

All the best,

A handwritten signature in black ink that reads "Peg Metzger". The signature is written in a cursive, slightly slanted style.

Margaret Ann Metzger  
Chair

**ARTICLE 1. To choose a Moderator to preside over said meeting.**

(Board of Selectmen)

**Advisory expects no motion under this Article.**

**ARTICLE 2. To receive reports of Town officers and committees and act thereon, and discharge presently authorized special committees; or take any other action relative thereto.**

(Board of Selectmen)

**Advisory expects no motion under this Article.**

**ARTICLE 3. To see if the Town will vote to establish a comprehensive site plan review procedure for large single family houses to be applicable no sooner than January 1, 2008 by amending the Zoning Bylaw by adding a new SECTION XVID. LARGE HOUSE REVIEW. The proposed version (which is recognized to be subject to change before or at Town Meeting) currently reads as follows:**

**SECTION XVID. LARGE HOUSE REVIEW**

**A. PURPOSE**

**This Section is adopted by the Town to provide pre-construction and post-construction site plan review of single-family dwellings which meet the applicability standards set forth below.**

**B. DEFINITIONS**

**Total Living Area plus Garage Space - This term includes:**

- (i) all finished area above ground calculated by using the outside measurements of the dwelling expressed in square feet and in accordance with the methodology used by the Board of Assessors; and:**
- (ii) Garage space and storage buildings in excess of 600 sq ft.; and**
- (iii) Basement areas multiplied by a fraction, the numerator of which is the external above ground surface of basement walls and the denominator of which is the total surface (both above and below ground) of external basement walls, provided that if such fraction is less than .25, then the basement areas shall not be included.**

**C. APPLICABILITY**

**The provisions of this Section shall apply to all building permits issued after January 1, 2008 for new single family dwellings where the Total Living Area plus Garage Space of the dwelling, after completion, exceeds:**

**3,600 square feet for dwellings within the 10,000 Square Foot Area Regulation District;**

**4,300 square feet for dwellings within the 15,000 Square Foot Area Regulation District;**

**5,900 square feet for dwellings within the 20,000 Square Foot Area Regulation District;  
and**

7,200 square feet for dwellings within the 30,000 and 40,000 Square Foot Area Regulation Districts.

The provisions of this section shall also apply to all building permits issued after January 1, 2008 for alteration of single family dwellings where the alteration will increase the Total Living Area Plus Garage Space of the dwelling in question by more than 300 square feet, and the Total Living Area Plus Garage Space of the dwelling, after completion of the project, will exceed the applicable threshold, as listed above.

Notwithstanding the foregoing, this section shall not apply to changes to non-conforming single-family dwellings which are subject to a Finding in accordance with Section 6 of Chapter 40A M.G.L and SECTION XVII of this Zoning Bylaw.

#### **D. PROCEDURE**

1. **General.** Applicants for single-family residential dwellings which are subject to this Section shall submit the information described below to the Planning Director and shall not be entitled to issuance of a building permit unless and until the dwelling is approved in accordance with this Section.
2. **Submission of Plans.** The applicant for a single family residential dwelling subject to this Section shall provide 20 copies of the following information to the Planning Board and the Design Review Board through the Planning Director:
  - a. a site plan showing existing site conditions, all buildings, trees over 6" caliper, and significant natural features;
  - b. photographs of the site showing existing buildings and natural features on the site and surrounding contiguous lots,
  - c. plans of the existing and, if available, former buildings on the site which have been demolished during the previous five years ;
  - d. proposed site conditions showing proposed building on the site, driveway location and utilities;
  - e. proposed building elevations for each side of the proposed dwelling;
  - f. proposed grading, depicted by one foot contours, and proposed drainage structures such as catch basins, roof drains, dry wells;
  - g. landscape plan showing tree removal and planting, other major landscaping elements;
  - h. provisions for sedimentation and erosion control if existing slopes in excess of 15% are to be disturbed.
3. **Waivers.** The Planning Board may, in any particular case where it determines such action to be consistent with the purpose and intent of the Zoning Bylaw and otherwise in the public interest, waive strict compliance with its Rules and Regulations and with the requirements contained in this section. In a preliminary meeting with a prospective site

plan approval applicant under this section, the Planning Board may make a determination that proposed construction, or aspects of the construction are de-minimus and may waive appropriate provisions of this section to expedite and simplify the site plan approval process for the applicant, but any such waivers must be made in writing.

4. **Review and Timing.** The Planning Board and Design Review Board shall each meet separately with the applicant not fewer than 10 days after receipt of the submission to discuss the project. Although a public hearing is not required notice of the Planning Board meeting shall be sent by mail, postage prepaid, to the abutters and abutters to the abutters within 300 feet of the property line of the applicant, as they appear on the most recent applicable tax list. Owners of land directly opposite the applicant on any public or private street or way shall be considered abutters under this Section. Written or oral comments from abutters may be received and considered at the discretion of the Chairman of the Planning Board. The Design Review Board shall prepare comments and recommendations as it deems appropriate and shall submit these to the Planning Board. The Planning Board shall prepare its decision and provide it to the applicant within 90 days of the submission and the Building Inspector and Zoning Board of Appeals as may be appropriate. The Planning Board may seek the recommendations of other Town Departments depending on the nature of the application. If the Planning Board has not issued its decision within 90 days of receipt of the submission from the applicant, the project, as described in the submission, shall be deemed approved. The 90-day time limit may be extended by written agreement between the Planning Board and the applicant, signed by, or on behalf of, the applicant.
5. **Approval.** The Planning Board, based upon the recommendations of the Design Review Board, shall determine whether the Standards and Criteria for Review set forth below have been satisfied. If the Planning Board finds that the criteria have been satisfied it shall approve the project as set forth in the submissions, provided that it may approve the project subject to conditions or plan modifications specified by the Planning Board in writing. A construction mitigation plan may be required if the site warrants erosion and sedimentation control measures. If the Planning Board finds that the criteria have not been satisfied, it shall disapprove the project, but state in writing the basis for its decision.
6. **Issuance of Building Permit and Certificate of Occupancy.** The Building Inspector shall not issue a building permit unless and until the project is approved by the Planning Board or is deemed approved in accordance with this Section. The Building Inspector shall verify compliance with all required conditions or plan modifications prior to the issuance of a Certificate of Occupancy. The Building Inspector shall inform the Planning Director and the applicant of any failure to comply with conditions of site plan approval or plan modifications pursuant to this section.

#### **E. STANDARDS AND CRITERIA FOR REVIEW**

1. **Preservation of Landscape.** The landscape shall be preserved in its natural state insofar as practicable by minimizing any grade changes and vegetation and soil removal. Unique natural areas, topographic features such as ledge outcrops; significant trees and landscaping; and historic features shall be saved or enhanced insofar as practicable. Management of storm water shall be provided so as to minimize the impact on Town streets and abutting properties.

2. **Relation of Buildings to Environment.** All new construction shall be sited and implemented in a manner that is in harmony and scale with other structures in its immediate vicinity to preserve the characteristics of existing neighborhoods. Structures shall be arranged insofar as practicable to avoid casting shadows onto abutting property.
3. **Building Design and Landscaping.** Proposed development shall be in harmony with the prevailing character and scale of the buildings in the neighborhood and the Town through the use of appropriate scale, massing, building materials, screening, lighting and other architectural techniques. Variation in detail, form, and siting shall be used to provide visual interest and to relate harmoniously to the surrounding neighborhood. Exterior lighting shall be only as needed to accomplish safety and design objectives and shall be arranged so as to minimize the impact on neighboring properties. Consideration shall be given to the need for vegetated buffers.
4. **Open Space.** Open space shall be as extensive as is practicable and designed so as to add to the visual amenities of the neighborhood for persons passing the site or overlooking it from nearby properties.
5. **Circulation.** Walkways, drives and parking shall be safe and convenient and, insofar as practicable, not detract from the use and enjoyment of adjacent properties and Town streets.

#### F. FEES

Any applicant seeking site plan approval under this section shall submit an application and pay such fees as shall be determined by the Planning Board, to cover any expenses connected with a public hearing and review of plans, including but not limited to the costs of any engineering or planning consulting services necessary for review purposes.

#### G. RULES AND REGULATIONS

The Planning Board may promulgate or amend Rules and Regulations which pertain to the site plan approval process under this section so long as the Rules and Regulations conform to this Section XVID of the Zoning By-law. The adoption or amendment of Rules and Regulations shall be after a public hearing to receive comments on the proposed or amended Rules and Regulations. The public hearing shall be advertised once in a newspaper of general local circulation, at least 14 days prior to the date of the public hearing.

#### H. APPEALS

An applicant may appeal the conditions or plan modifications to the Zoning Board of Appeals in accordance with SECTION XXIV. PERMIT GRANTING AUTHORITY.

and by adding to SECTION XXIV. PERMIT GRANTING AUTHORITY a new subparagraph B. 4. to read substantially as follows:

4. To hear and decide appeals from decisions of the Planning Board pursuant to SECTION XVID. LARGE HOUSE REVIEW. H. APPEALS.

**Any further proposed version(s) adopted by the Planning Board to be on file in the office of the Planning Board; or take any other action relative thereto.**

**(Planning Board)**

Article 3 amends the Zoning Bylaws by adding a new section requiring a review process for single-family construction projects that result in large homes in comparison with other homes in the same single-family residence district.

### **Background**

In response to a growing concern among residents that the construction of large homes, disproportionate to lot size and to neighboring homes, is threatening Wellesley's character, the proposed amendment would require large house projects to go through a review process with the Planning Board and the Design Review Board. This review process is not intended to limit house size or prohibit large houses altogether, but rather to ensure that a proposed project fits the character of its surroundings with regard to landscaping, scale, building design, open space and circulation.

The Planning Board proposes that large house projects, which are defined as those exceeding established thresholds for "Total Living Area (TLA) plus Garage Space," would be subject to review and approval by the Design Review Board and the Planning Board for compatibility with existing structures and other Town requirements. TLA plus Garage Space includes all finished area above ground as measured by the Board of Assessors, garage space and storage buildings in excess of 600 square feet, and the portion of basement area that is above ground. The TLA plus Garage Space thresholds would vary by residential district (i.e., higher thresholds for the larger-lot districts), and are based on twice the median TLAs currently existing in Town. In other words, a house project that is up to twice as large as the median for existing homes in the district would not be subject to review, provided it meets the existing requirements of the Zoning Bylaws.

This new process would apply to a) new single family dwellings, and b) the alteration of single family dwellings where the alteration will increase the TLA plus Garage Space of the dwelling by more than 300 square feet and the completed project will exceed the applicable threshold.

The proponent for such a large house project would be required to submit plans before applying for a building permit. The Design Review Board (DRB) and the Planning Board would evaluate the plans with regard to:

- preservation of landscape by minimizing grade changes and removal of vegetation and soil
- the relationship of the proposed new or altered building to other structures in the neighborhood
- building design and exterior lighting
- preservation of open space consistent with the neighborhood
- safe and convenient circulation of drives, walkways and parking.

This review process takes into account that the impact of new houses on neighborhood character is often a matter of design rather than simply bulk or size. Based on DRB findings, the Planning Board would approve the project, approve the project subject to conditions or plan modifications, or deny the Project. Planning Board approval would be required before a building permit could be issued.

### **Issues**

The threshold for review varies based on the single residence district in which the lot is located, not the size of the lot. Given the variation in lot size within a district, this approach could create certain inequities. For example, given identical proposed houses of 4,000 square feet, on two comparable 17,000 square foot lots, the one situated in a 10,000 square foot district would be subject to review while the one

in the 15,000 square foot district would be below the threshold for review. On the other hand, a threshold based just on lot size would not take into consideration the character of the surrounding neighborhood.

An addition to an existing home of 300 square feet or more would trigger the review process if the addition increases the TLA plus Garage Space above the threshold. The review process could seem quite burdensome in relation to the scope of a 300 square foot project, especially for houses located on larger lots. However, the proposed bylaw does allow the Planning Board to waive strict compliance with review provisions where the Planning Board determines that the proposed construction is minimal. And this threshold for additions does limit the ability to build a large house but avoid review by “leapfrogging,” i.e. building a house just under the threshold for new houses and then building an addition that takes the house over the threshold.

Advisory examined the appropriateness of the thresholds. In the 40,000 square foot district, about 15 percent of the existing homes are at or above the threshold; in the districts with smaller minimum lot sizes, four to five percent of the existing homes are at or above the threshold. Depending on the district, up to an additional four percent of existing homes would become subject to review if the owners planned a 300 square foot addition; and up to four percent more of the existing homes would become subject to review if the proposed additions were 600 square feet in size. For example, in the 10,000 square foot district, four percent of existing homes are at or above the threshold and another seven percent of homes would rise above the threshold with additions of 600 square feet.

Advisory also considered whether a clear answer can be given to the impact of zoning restrictions on real estate values and concluded that the answer varies. The value of an individual property can be affected by the presence or absence of zoning constraints. Property value also can be affected by the appearance and value of neighboring houses, and this impact can be either positive or negative. Accepting zoning constraints can contribute to enhanced neighborhood property values. Finally, other factors — including school quality, location, access to transportation, property tax levels, etc.— can have a more significant impact on property values than residential zoning changes.

### **Advisory Opinion**

The majority of Advisory believes that the Planning Board is taking an important step toward addressing a widespread Town concern about mansionization. They commend the Planning Board for taking a fresh approach to the issue and for using an open process, with multiple public hearings, to refine the proposal. The majority believes that the proposal uses reasonable, workable criteria to identify projects for review. They believe that the proposed review approach provides the flexibility to consider the specifics of the proposed plan in relation to the specific lot and neighborhood characteristics, a flexibility that cannot be achieved using only fixed quantitative restrictions. While flexibility necessarily requires the exercise of judgment and therefore can be labeled as subjective, the majority believes that it is appropriate to trust the Planning Board and the Design Review process to use that flexibility to the benefit of both applicants and their neighbors.

The minority also commends the Planning Board for trying to address a major concern in Town. However, they believe that this amendment, while a good start, needs additional work before passage. The minority is concerned about the potential impact on the owner of a large lot in a district of smaller lots. The minority also is concerned about the potential impact on residents seeking to build additions to their homes and believes that, at a minimum, the threshold size of an addition that prompts the review process also should vary across districts.

Passage requires a 2/3 vote.

### **Advisory recommends favorable action, 12-2.**

**ARTICLE 4. To see if the Town will vote to substantially modify, revise and rename its site plan review provisions to become project approval provisions by striking from the Zoning Bylaw SECTION XVIA. SITE PLAN APPROVAL.; and substituting SECTION XVIA. PROJECT APPROVAL. The proposed version (which is recognized to be subject to change before or at Town Meeting) currently reads as follows:**

**SECTION XVIA. PROJECT APPROVAL.**

**A. SCOPE AND PURPOSE.**

Minor Construction Projects (as herein defined) and Major Construction Projects (as herein defined) are subject to comprehensive review in accordance with the terms of this section. This section shall not apply to construction, alteration, enlargement or reconstruction of one-family or two-family dwellings or structures accessory thereto, unless such one-family or two-family dwelling is located in a Flood Plain or Watershed Protection District.

This section shall be interpreted so as to:

1. Insure compliance with the Zoning Bylaws of the Town of Wellesley;
2. Protect the safety, convenience and welfare of the public;
3. Minimize additional congestion in public and private ways;
4. Insure adequate provision for water, sewerage and drainage;
5. Insure compliance with the provisions of SECTION XVI. RESTRICTIONS AFFECTING ALL DISTRICTS.;
6. Insure compliance with the provisions of SECTION XXI. OFF-STREET PARKING.; and
7. Insure compliance with the provisions of SECTION XXII. DESIGN REVIEW.

**B. Part 1 PRINICIPAL DEFINITIONS.**

**Construction Project** - shall mean projects subject to review under this Section XVIA, and shall include phased or segmented projects where a series of two or more projects on a single parcel, lot or development area, for which building permits are filed within a three-year period are, in the opinion of the Inspector of Buildings, components or segments of a single project.

**Major Construction Project** – shall mean any construction project which involves a change in the outside appearance of a building or buildings or premises, and includes one or more of the following:

1. construction of twenty-five hundred (2,500) or more square feet gross floor area;
2. an increase in gross floor area by fifty (50) percent or more which results in a gross floor area of at least twenty-five hundred (2,500) square feet;

3. grading or regrading of land to planned elevations, and/or removal or disturbance of the existing vegetative cover, over an area of five thousand (5,000) or more square feet;
4. any activities regulated or restricted under SECTION XIVB. FLOOD PLAIN OR WATERSHED PROTECTION DISTRICTS.; or
5. any activities regulated under SECTION XIVE, WATER SUPPLY PROTECTION DISTRICTS.

**Minor Construction Project** shall mean any construction project, not included within the definition of a major construction project, which involves either or both of the following:

1. a change in the outside appearance of a building or premises, visible from a public or private street or way, requiring a building permit;
2. construction, enlargement or alteration of a parking or storage area requiring a parking plan permit. Alteration, as used in the preceding phrase, includes installation, removal or relocation of any curbing, landscaping or traffic channelization island, driveway, storm drainage, lighting or similar facilities but does not include resurfacing, striping or restriping pavement markings on existing parking or storage areas.

**Project of Significant Impact (PSI)** means any construction project having an aggregate total of:

1. newly constructed floor area of 10,000 or more square feet; or
2. renovated, altered and/or replacement floor area of 15,000 or more square feet in a building having 15,000 or more square feet of ground coverage to provide for a use which is different from the existing use as determined by the Commonwealth of Massachusetts Property Type Classification Codes (April 1991 edition).

## **B. PART 2 ADDITIONAL DEFINITIONS FOR TRAFFIC REVIEWS**

**Annual Average Daily Traffic (AADT)** – The total yearly volume of automobiles and trucks divided by the number of days in the year.

**Average Daily Traffic (ADT)** - The calculation of averaged traffic volumes in a time period greater than one day and less than one year. Usually ADT is determined based on a representative (no holidays or unusual weather related circumstances) 7 day week.

**Design Hourly Volume (DHV)** – The one-hour volume in the design year selected for determining the highway design (typically the worst-case weekday morning or evening peak hour or the 30th highest hour of the year).

**K-Factor (K)** – The percent of daily traffic (ADT) that occurs during the peak hour (PH).

**Level of Service** – A quantitative measure of traffic congestion identified by a declining letter scale (A-F) promulgated by the Institute of Transportation Engineers (ITE) and used by the Massachusetts Highway Department (MHD), traffic engineers and traffic planning professionals.

**Peak-Hour Traffic (PH)** – The highest number of vehicles passing over a section of highway during 60 consecutive minutes. The term T(PH) may be used to designate the PH for truck traffic only.

**Peak-Hour Factor (PHF)** – a ratio of the total volume occurring during the peak hour to the maximum rate of flow during a given time period within the peak hour (typically 15 minutes duration).

**Roadway Impacted by Development Traffic** – A roadway segment, including one or more approaches to an intersection, shall be considered as impacted if traversed by 20 or more vehicles related to the project in a single direction during any single hour and it:

- a. is a signalized intersection and ADT or PH will increase by 5% or more; or
- b. is an unsignalized intersection with a minor street approach PH of 50 or more vehicles; or
- c. is substandard in terms of structure, pavement surface, or other deficiencies; or
- d. exhibits safety problems as identified by the Town Engineer, Town Traffic Engineer or other qualified professional as determined by the Planning Board.

**C. APPLICABILITY AND PROCEDURE.**

1. **Design Review.** Minor Construction Projects, Major Construction Projects, and Projects of Significant Impact are subject to Design Review, as follows:

Plans and other submission materials as specified on the “Application for Design Review” along with the completed application shall be submitted to the Design Review Board for its written advisory design recommendations in accordance with SECTION XXII. Within twenty-one (21) days of submission, copies of the written design recommendations shall be sent by the Design Review Board to the Building Inspector, Planning Board and the applicant. No building permit or parking plan permit shall be issued by the Building Inspector within this twenty-one (21) day period unless the required written recommendations are received.

2. **Site Plan Review.** In addition to Design Review in accordance with the preceding section, Major Construction Projects and Projects of Significant Impact are subject to Site Plan Review, as follows:

- a. The applicant shall submit to the Zoning Board of Appeals (“ZBA”) plans and other submission materials in accordance with the procedures for Special Permits adopted by the ZBA pursuant to SECTION XXV of this Zoning Bylaw. Within seven (7) days from the date of its submission to the ZBA, copies of the complete application as submitted shall be referred by the ZBA to the Board of Health, Planning Board, Design Review Board, Town Engineer, Wetlands Protection Committee, and any other Town agencies or boards designated by the ZBA, for review and preparation of written recommendations to the ZBA, Building Inspector and the applicant prior to the required public hearing. Said written recommendations shall be attached to and become part of the application.



- k) **K- Factor;**
- l) **Levels of Service (LOS);**
- m) **Project generated traffic and its distribution;**
- n) **Volume to Capacity Ratio;**
- o) **Average Delay;**
- p) **Average and 95th Percentile Queue Lengths;**
- q) **Roadways Impacted by Development Traffic;**
- r) **Delay and Gap Study (when deemed necessary by the Town's traffic engineering consultant); and**
- s) **Data Calibration.**

Evaluations shall be made in accordance with the current MHD Design Guide, the elements listed above and standards adopted by the Board of Selectmen.

identification of roadways impacted by development traffic;

estimated traffic impacts of the proposed development in terms of the amount of morning and afternoon peak hour and total daily traffic generated by the development on streets bordering the development area; sight lines from access connections; proposed changes to traffic controls; and projected levels of service of intersections identified in item 3. above and at points of connection of the development area to the street system;

### 3) **Pedestrian and Bicycle Safety**

possible hazardous pedestrian and bicycle crossings; a detailed identification of gaps in the sidewalk network and identification of cracking, deterioration, heaving, sinking, shifting, patching and missing sections and intrusion or encroachment of vegetation and other obstructions into the sidewalk area within a walking distance of 600 feet from the development area and along walking routes to the nearest public transportation station(s) or boarding point(s) if such facilities exists within one mile of the development site; identification of sidewalk links or connections to surrounding neighborhoods. Pedestrian crosswalks, traffic control devices and traffic calming measures will be part of the safety analysis.

### 4) **Building Occupant Life Safety**

identification of proposed use and occupancy and characteristics of the occupants, building contents, equipment and materials on site; identification of possible hazards and hazard scenarios; proposed comprehensive emergency plan which shall include an evacuation plan and a shelter-in-place plan; anticipated impact on municipal fire alarm systems;

**5) Refuse Disposal and Recycling**

anticipated impact on the Town's refuse disposal and recycling system.

**d. No decision shall be made by the Planning Board acting as Special Permit Granting Authority (SPGA) in connection with any properly completed application until it has been referred to, reviewed and approved by the four review departments (Department of Public Works for the water, sewer, storm drain, refuse and recycling elements; Municipal Light Plant for the electric element, Fire Department for fire alarm, fire protection and life safety element and Office of the Board of Selectmen for the traffic and pedestrian safety element). Review departments are not required to hold a public hearing for this purpose. Review departments may employ outside consultant assistance as deemed necessary.**

**e. The Planning Board shall grant a special permit provided the following minimum service standards are met:**

**1) Water –**

**There shall be sufficient water capacity to meet the flow demands of the proposed use without causing municipal water flow characteristics off site to fall below the standards adopted by the Board of Public Works.**

**2) Sewer –**

**There shall be sufficient sewer capacity to meet the flow demands of the proposed use without causing surcharge in those sewer lines which serve the project and consistent with the standards adopted by the Board of Public Works.**

**3) Storm Drainage –**

**There shall be sufficient storm drainage capacity to meet the flow demands of the proposed development site without causing surcharge in those storm drainage lines which serve the project and consistent with the standards adopted by the Board of Public Works.**

**4) Electric –**

**There shall be sufficient electrical capacity to meet the peak service demands of the proposed use without causing the service in adjacent areas to fall below the standards adopted by the Municipal Light Board.**

**5) Traffic, Pedestrian and Bicycle Safety –**

**With respect to all signalized impacted intersections, and any unsignalized impacted intersections having 50 or more PH vehicle trips on any minor approach, there shall be no degradation in the overall level of service designation to a level below the level of “C” and, if an impacted intersection is projected to operate at an overall level of service lower than “C” in a design year no-build alternative, then the proposed development shall not**

degrade the level of service designation below the projected design year no-build levels; and

With respect to unsignalized impacted intersections having fewer than 50 PH vehicle trips on any minor approach, the Applicant shall undertake an evaluation to identify any specific circumstances requiring further action or mitigation, which may be the subject of negotiated improvements at the discretion of the Planning Board. For purposes of clause 1 above, the “overall level of service” for an unsignalized impacted intersection shall be considered to be the worst of the individual levels of service for each of the minor movements.

Pedestrian and bicycle circulation shall be provided in accordance with recognized safety standards; including sidewalks within a walking distance of 600 feet of the Project and any sidewalk connections within such radius to surrounding neighborhoods and to public transportation shall be provided as required by the Special Permit Granting Authority in a safe and convenient condition and consistent with standards of the Massachusetts Highway Project Development and Design Guide.

**6) Fire Protection and Life Safety –**

There shall be sufficient municipal fire alarm system capacity to meet the operating requirements of the proposed use under applicable codes, regulations and statutes enforced by the Fire Chief. There shall be off-site fire protection facilities serving the development site in the opinion of the Fire Chief meeting the needs of the project based on the intended use and occupancy including fire flow requirements, location of and access to fire hydrants and access for emergency vehicles. There shall be developed and submitted to the Fire Chief a comprehensive emergency plan which shall include an evacuation plan satisfactory to the Fire Chief and meeting the specifications and standards adopted by the Fire Chief.

**7) Refuse Disposal System –**

Refuse recycling and disposal systems, consistent with the standards adopted by the Board of Public Works, shall be provided.

- f. Following review of the Municipal Systems Analysis, applicants for PSI approval or the Planning Board may propose specific design alternatives and/or off-site Negotiated Improvements to municipal facilities to meet minimum service standards.**
- g. The Planning Board is authorized to incorporate these design alternatives and improvements as conditions in special permit PSI approval.**
- h. The applicant shall bear all of the costs of design work and construction of all Negotiated Improvements and shall be responsible for implementation of the Negotiated Improvements and special permit approval conditions. All work proposed to improve or upgrade Town utilities or facilities shall be done according to the specifications adopted by the Board of Public Works, except that electric**

work shall be done according to the specifications adopted by the Municipal Light Board. The applicant shall also bear the cost of review of plans and of periodic inspections of such work during construction and shall be charged in accordance with procedural requirements to be adopted and from time to time amended by the Planning Board after a public hearing.

Post development traffic counts, funded by the Applicant, may be required in the discretion of the Planning Board, at reasonable intervals over a period not to exceed twelve (12) months, and commencing no sooner than three months after commencement of Project operation. The purpose of this monitoring is to review the accuracy of PSI traffic projections. If at least two consecutive traffic counts no less than six months apart reflect that site-related daily traffic is more than 10 percent (10%) above the projected volume, then the Applicant shall undertake an evaluation to identify any specific circumstances requiring further action or mitigation.

- i. Upon the granting of a special permit by the Planning Board for a PSI the applicant is authorized to apply for site plan approval under the procedure in SECTION XVIA for Major Construction Project Approval. Planning Board review of PSI application shall not substitute for Major Construction Project approval. No application shall be made for Major Construction Project approval for a PSI prior to the granting of a special permit by the Planning Board.

and by striking all references contained within the Zoning Bylaw to SECTION XVIA. SITE PLAN APPROVAL and substituting reference to SECTION XVIA. PROJECT APPROVAL.

Any further proposed version(s) adopted by the Planning Board to be on file in the office of the Planning Board; or take any other action relative thereto.

(Planning Board)

Article 4 amends the Zoning Bylaw by updating the review process for construction projects in Section XVIA. These changes are intended to make this section more user-friendly and to incorporate current terminology to allow for more thorough and accurate review of the traffic impact of new projects. The major elements of the amendment are:

- renaming the section to more clearly identify its contents;
- reorganizing the section to make it easier to follow and to clarify distinctions between different types of projects;
- revising and updating the traffic provisions in the Projects of Significant Impact (PSI) review process, including adding seven new definitions, inserting a new definition of “Roadway Impacted by Development Traffic,” revising mandated standards of service, and adding a provision for post-development review.

Renaming the section from “Site Plan Approval” to “Project Approval” will more accurately reflect the contents of this section of the Zoning Bylaw, which are Design Review (Design Review Board), Site Plan Review (Zoning Board of Appeals), and Projects of Significant Impact (Planning Board).

Reorganizing the section is intended to outline more clearly the review needed for various types of projects and to streamline the patchwork of text and paragraph numbers added at various points in time. The proposed changes would take the form of reordering paragraphs, establishing consistent formatting and numbering schemes, and clarifying certain procedures.

Finally, revising and updating the traffic provisions in the PSI review process is intended to accomplish three goals: 1) more accurately define the impact that a new project will have on affected roadways; 2) update traffic planning terminology to reflect best practices; and 3) change the standard for mitigation of impacted roadways. These changes were prompted by observations made during the review and approval of the Linden Square Project and other recent projects. It is also important to note that the Town's traffic engineer consultant has contributed extensively to the proposed changes to this section.

The traffic amendments lower the threshold number of cars passing through an intersection, thus expanding the number of impacted intersections subject to review, and change the standard for mitigation. Currently the standard for Level of Service post-construction is Level C or better. Recognizing that many intersections in Town already are at a Level of Service below C, or will become so even in the absence of development, the revised criteria for mitigation requires service post-development to be maintained at the current or projected level of service excluding the impact of the development.

Advisory believes that renaming and reorganizing this section to make it more user friendly is a prudent effort on the part of the Planning Board. In addition, the substantive changes to the PSI traffic review process give the Planning Board a more thorough and up-to-date look at the traffic impact a proposed project will have on the Town's roadways. The revised standard of mitigation will limit the developer's responsibility to offsetting the impact of the proposed development, without having to correct for already existing or otherwise projected conditions, and thus remove a barrier to development.

Passage requires a 2/3 vote.

### **Advisory recommends favorable action, 14-0.**

**ARTICLE 5. To see if the Town will vote to exempt from zoning density limitations Assisted Units provided in accordance with the provisions of the Town's inclusionary zoning requirements; by amending the Zoning Bylaw by adding to SECTION XVIB. INCLUSIONARY ZONING a paragraph H. The proposed version (which is recognized to be subject to change before or at Town Meeting) currently reads as follows:**

#### **H. EXEMPTION FROM RESIDENTIAL DENSITY LIMITS**

**Assisted Units provided in accordance with the provisions of this SECTION XVIB, INCLUSIONARY ZONING, shall be exempt from residential density limits contained in this Zoning Bylaw provided, however, this exemption shall be limited to 20% of the total number of units on the development area. Projects under a Comprehensive Permit (Ch 40B M.G.L.) are not so limited;**

**Any further proposed version(s) adopted by the Planning Board to be on file in the office of the Planning Board; or take any other action relative thereto.**

**(Planning Board)**

### **Advisory expects no motion under this Article.**

**ARTICLE 6. To see if the Town will vote to update the off-street parking requirements including the purpose paragraph, create a new protocol for determining parking requirements, including the concepts of shared parking and mitigation payments into a municipal parking fund by striking the existing SECTION XXI. OFF-STREET PARKING. and replacing it with a new SECTION XXI. The proposed version (which is recognized to be subject to change before or at Town Meeting) currently reads as follows:**

## **SECTION XXI. OFF-STREET PARKING.**

### **Part A. PURPOSE.**

It is the intent of this Section that any use of land involving the arrival, departure, parking or storage of motor vehicles upon such land be so designed and operated as to assure that all structures and land uses shall have sufficient off-street automobile parking to meet the needs of persons employed at, or making use of, such structures or land uses. It is recognized, however, that the layout of the Town's commercial villages (Wellesley Square, Wellesley Hills Square and Lower Falls Village) encourages pedestrian movement from shop to shop. The creation of new parking lots may be detrimental to the pedestrian-friendly character of these areas. The negative effects of additional parking can be lessened by encouraging parking structures; shared parking; and increased amenities for pedestrians and bicyclists.

### **Part B. DEFINITIONS.**

As used herein the following words and phrases shall have and include the following respective meanings:

**Bicycle facility** – improvements to accommodate or encourage bicycling, including provision of parking facilities, maps, and signs.

**Driveway** - An area on a lot, in addition to parking and maneuvering spaces and aisles, which is designed or used to provide for the passage of motor vehicles to and from a street or way.

**Maneuvering space** - An area in a parking area which (1) is immediately adjacent to a parking space, (2) is used for and/or is necessary for turning, backing, or driving forward a motor vehicle into such parking space but (3) is not used for the parking or storage of motor vehicles.

**Maneuvering aisle** - A maneuvering space which serves two or more parking spaces, such as the area between two rows of parking spaces.

**Motor vehicle** - Any vehicle for which registration is required in order to travel legally on Massachusetts highways.

**Parking area** - An area either used or required for parking of five or more motor vehicles not for sale or including rental, necessary maneuvering space, but not including parking on a lot for the passenger cars of residents and guests of a one or two-family dwelling on said lot.

**Parking space** - An area exclusive of maneuvering area and driveway for the parking of one motor vehicle.

**Parking structure** - a deck or multi level structure that provides two or more levels of parking for motor vehicles.

**Passenger car** - A motor vehicle designed for private passenger use.

**Restaurant, Fast Food** – restaurant where customers order from a menu board while standing at a counter and pay for food before consuming it.

**Restaurant, Sit Down** - restaurant where customers, while seated, order from wait staff personnel and typically pay after the meal has been consumed. Take away food sales may not exceed 30% of total food sales.

**Service area** - An off-street space or berth on the same lot with a building or contiguous to a building or buildings, used for maneuvering and/or temporary parking of motor vehicles or storage containers employed in providing the pickup and delivery of goods and services to such building or buildings.

**Shared parking** - joint use of a parking area by the guests, tenants, visitors, customers, and/or employees of more than one use, business or owner where peak parking demand occurs on different days or different times of the day.

**Stacked parking** - the parking of cars, one in back of another such that one or more vehicles may have to be moved by an attendant in order that another vehicle may exit the lot.

**Storage area** - An area either used or required for the parking of motor vehicles held for sale or rental.

**Use** - The purpose for which land or building is employed, arranged, designed, or-intended or for which the land or building is occupied or maintained.

#### **Part C. APPLICABILITY.**

No new building or structure shall be constructed or used, in whole or in part, and no building, or part thereof, shall be altered, enlarged, reconstructed or used, and no land shall be used unless there is provided off-street parking in accordance with the following conditions:

1. A plan submitted in accordance with Part E of this Section, shall have been approved by the Inspector of Buildings or the Special Permit Granting Authority as provided in SECTION XVIA.
2. No existing required off-street parking spaces shall be eliminated by the replacement or enlargement of an existing building or structure, unless replaced by spaces provided in accordance with this Section.
3. Enlargements or alterations which result in an increase in the ground coverage or the usable floor area of a building or structure shall require additional off-street parking spaces in accordance with the provisions of this Section, but only to the extent that such increase exceeds 5% of the ground coverage or 15% of the floor area existing on March 27, 1950; and provided that property included in a Business or Industrial District on March 31, 1982 shall require additional off-street parking spaces in accordance with the provisions of this paragraph 3. only for any ground coverage or floor area in excess of that in existence on March 31, 1982; and provided, further, that property included in a Business District A., Industrial District A. or Educational District A. on April 4, 1983 shall require additional off-street parking spaces in accordance with the provisions of this Section for floor area in excess of that in existence on April 4, 1983, provided, however, that said properties shall not be rendered non-conforming by reason of having less than the required amount of parking based on floor area existing on April 4, 1983.

4. Changes in the use of existing buildings or structures, or parts thereof or of land shall require additional off-street parking spaces in accordance with the provisions of this Section, but only to the extent that such change comprises 2,500 or more square feet of floor area.
5. Repair or reconstruction of pre-existing non-conforming buildings shall be governed by the provisions of SECTION XVII.
6. Provided, the requirements of Part D. Subpart 2 shall not apply to projects for which a Project of Significant Impact application was filed prior to January 18, 2007, for which projects the off-street parking requirements shall continue to be those applicable at the time of filing.

#### **Part D. REGULATIONS AND RESTRICTIONS.**

##### **Subpart 1. General Provisions**

No parking or storage area (whether required by this Bylaw or otherwise subject to Subpart 3. of this Section) shall be constructed or altered; no building permit for the erection, enlargement or alteration comprising 2,500 or more square feet of floor area of any building for which a parking or storage area would be required by this Bylaw shall be issued; and the uses to which a lot is put shall not be changed to a use or uses requiring different parking requirements from those applicable to the former use; unless in each case a permit has been issued in accordance with the provisions of Part E. of this Section based on an Off-Street Parking or Storage Plan which shows such parking or storage areas and/or the parking or storage areas associated with such buildings or changed uses. Said Off-street Parking or Storage Plan shall include:

- a. The quantity, location, and dimensions of all driveways, maneuvering spaces and aisles, parking spaces, storage areas, and drainage facilities;
- b. The location, size and type of materials for surface paving, curbing or wheel stops, trees, screening and lighting;
- c. The location of all buildings and lot lines from which the parking lot must be set back, and
- d. Such other information as the Building Inspector may reasonably require.

The plan shall be a drawing at a scale of 1 inch equals 20 feet or 1 inch equals 40 feet or at such other scale as the Building Inspector may direct.

Where necessary for the administration of this Section, the Building Inspector may require that the owner, operator or occupant of a lot or any building thereon, furnish a statement as to the number of employees customarily working at any one time on the premises. The Building Inspector may, at any reasonably time, enter upon a lot or into any building thereon, in order to make such determinations as are necessary for the administration of this Section.

No parking or storage area at any time existing shall be discontinued or altered (except in accordance with a permit or a special permit issued pursuant to Part E.) if the requirements

of this SECTION XXI. would not thereafter be satisfied with respect to the property theretofore served by such area.

Where off-street parking or storage is furnished in connection with two or more uses the requirements shall be the sum of the requirements for the several uses.

Areas required to be kept open and unoccupied by buildings under SECTION XVIIIIC., RATIO OF BUILDING TO LOT AREA, and SECTION XIX., YARD REGULATIONS. may be used to satisfy the provisions of this Section.

Nothing herein shall be construed to prohibit the owner of a parking or storage area from restricting the use thereof to his customers, employees or other invitees, nor from charging a reasonable fee for the use thereof.

**Subpart 2. Required Parking.**

Except where a special permit is granted pursuant to Part E of this Section, off-street parking shall be provided for uses (excluding single and two family and public housing for the elderly) according to the following table.

<b>OFF-STREET PARKING REQUIREMENTS</b>	
<b>USE</b>	<b>MINIMUM NUMBER OF PARKING SPACES</b>
<b>Hotel, inn, lodging house.</b>	<b>One space per two guest rooms.</b>
<b>Restaurant, sit down (with or without liquor license)</b>	<b>One space for each 100 sq. ft.* of area in which food is served</b>
<b>Restaurant, fast food (no liquor license)</b>	<b>Two spaces for each 100 sq. ft.<sup>1</sup> of area in which food is served</b>
<b>Building used for administrative, clerical, statistical &amp; professional offices, and other similar uses.</b>	<b>3.2 spaces per 1,000 sq. ft. of floor area of buildings.<sup>2, 3</sup></b>
<b>Any building where the principal use is motor vehicle sales or service.</b>	<b>One space per employee and one space per motor vehicle (not for sale or rental) owned, operated or associated with the establishment and one space per 100 sq. ft.<sup>1</sup> of area occupied by buildings.</b>
<b>Any building used for physical education or physical recreation purpose.</b>	<b>One space for every 3 permanent spectator seats, which shall include folding bleachers that are attached to buildings, but not less than one space per 1,000 sq. ft. of floor area of buildings.<sup>2</sup></b>
<b>Any allowed use with or without a special permit in the Lower Falls Village Commercial District</b>	<b>3.2 spaces per 1,000 sq. ft.<sup>1</sup> of first floor area of buildings.<sup>2</sup> two spaces per 1,000 sq. ft.<sup>1</sup> of upper floor space in excess of 4,000 sq. ft.<sup>2, 4, 5</sup></b>
<b>Assisted Elderly Living, Independent Elderly Housing.</b>	<b>0.65 spaces per dwelling unit.</b>
<b>Conventional Multi Family Housing</b>	<b>2 spaces per dwelling unit.</b>

<b>Nursing Home and/or Skilled Nursing Facility.</b>	<b>1 space for 5 nursing home beds.</b>
<b>Town Houses, Apartments and other multi-family.</b>	<b>Two spaces for each dwelling unit.</b>
<b>Any residential use in the Linden Street Corridor Overlay District</b>	<b>2.5 spaces per one, two or three or more bedroom unit.</b>
<b>Any business or commercial purpose.</b>	<b>5 spaces for each 1,000 square feet of ground coverage of buildings<sup>1</sup>, but not less than 3.2 spaces per 1,000 square feet of floor area of buildings.<sup>2</sup></b>

1. **Computed to the nearest ten square feet.**
2. **Floor area shall be the sum of the horizontal areas of the several floors (including basement) of a building to the nearest 100 square feet, except that such floor area as is provided for deck parking or other in building parking shall be counted for required parking space and not in figuring floor area for which parking must be provided. For the purpose of computing the requirements, the area shall be measured from the exterior surface of the exterior walls.**
3. **No parking facilities other than those for transient motor vehicles shall be located between the principal building and the principal street line.**
4. **If any portion of a parcel is within 600 feet of any portion of a public parking area or areas, having individually or jointly 50 or more parking spaces, off-street parking shall be provided at a ratio of 2.5 spaces per 1,000 gross square feet of commercial floor area, excluding uninhabitable basement areas.**
5. **Notwithstanding any other applicable use/parking requirement in Part D. Subpart 2 other than hotel, restaurant or residential use requirements.**

**Subpart 3. Development Standards.**

**Each parking area hereafter devoted to the off-street parking of fifteen (15) or more vehicles regardless of whether said parking area is required by this Bylaw, shall comply with the standards as hereinafter set forth:**

- a. **Design Standards.**
  - (i) **Parking spaces for the exclusive use of handicapped individuals shall be provided in accordance with the Rules and Regulations of the Architectural Barriers Board. Other parking spaces and maneuvering aisles shall have the minimum dimensions set forth in the following table:**

**MINIMUM PARKING SPACE AND AISLE DIMENSIONS  
FOR PARKING AREAS (in feet)**

<b>Angle of Parking Space</b>	<b>Width of Parking Space</b>	<b>Depth of Parking Space</b>	<b>Width of Maneuver Aisle</b>
61° - 90°	8'6"	18'	24'
46° - 60°	8'6"	18'	18'
45°	8'6"	18'	15'
Parallel	8'0"	22'	12'

- (ii) The number of driveways permitting entrance to and for exit from a lot shall be limited to two per street line. Driveways shall be located so as to minimize conflict with traffic on public streets and where good visibility and sight distances are available to observe approaching pedestrian and vehicular traffic.
  - (iii) The width of a driveway for one-way traffic shall be not less than twelve (12) feet as measured at its narrowest point. The width of a driveway for two-way use shall be a minimum of eighteen (18) feet and a maximum of twenty-four (24) feet, as measured at its narrowest point.
  - (iv) All parking areas shall be so arranged and designed that the only means of access and egress to and from such areas shall be by driveways meeting the requirements of this Section.
  - (v) Driveways shall be arranged for the free flow of vehicles at all times, and all maneuvering spaces and aisles shall be so designated that all vehicles may exit from and enter into a public street by being driven in a forward direction.
  - (vi) On any parking area in any District, all paved portions of all parking spaces and maneuvering aisles shall be set back five (5) feet from any wall of a building, and five (5) feet from any private or public way, or any lot line of any land in residential districts or used for residential, conservation or park purposes.
  - (vii) Each required off-street parking space shall be designed so that any motor vehicle may proceed to and from said space without requiring the moving of any other vehicle or by passing over any other parking space, except where the parking area is attended or limited to employees.
- b. Construction Standards.**
- (i) All required parking spaces, maneuvering aisles, and driveways shall have a durable, dustless, all-weather surface, such as bituminous concrete or cement concrete, and shall provide for a satisfactory disposal of surface water by grading and drainage in such a manner that no surface water shall drain onto any public way or onto any lot in other ownership and such surfaces shall be well maintained.

- (ii) **Parking areas in all Districts shall be provided with curbing, wheel stops, or other devices to prevent motor vehicles from being parked or driven within required setback areas or onto the required landscaped open space.**
  - (iii) **In any parking area the surface shall be painted, marked or otherwise delineated so that each parking space is apparent.**
- c. Landscaping Standards.**
- (i) **For an outdoor parking area containing twenty (20) or more parking spaces, there shall be planted at least one tree for every ten (10) parking spaces on any side of the perimeter of such parking area that abuts the side line of a private or public way, or abuts the lot line of land in residential districts or land used for residential purposes.**
  - (ii) **In any outdoor parking area a landscaped open space having an area of not less than 10% of the outdoor parking area on the lot shall be provided. A minimum of one half of the required landscaped open space shall be located in the interior of the parking area.**
  - (iii) **Trees required by the provisions of this Section shall be at least two (2) inches in diameter at a height of five (5) feet at the time of planting and shall be of a species characterized by rapid growth and by suitability and hardiness for location in a parking lot. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this Section.**
- d. Screening Standards.**

**Any parking, storage or service area which abuts residential districts or uses shall be screened from such residential districts or uses and any parking area shall be screened from a public or private way in accordance with the following requirements:**

- (i) **Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or a wall shall be constructed, to form the screen. Where a grill or open-work fence or wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this Section.**
- (ii) **Height - screening shall be at least five (5) feet in height. Plant materials when planted, may be not less than 3 1/2 feet in height if of a species or variety which shall attain the required height and width within three (3) years of planting. Height shall be measured from the finished grade.**
- (iii) **Width - screening shall be in a strip of landscaped open space at least five (5) feet wide, and so located as not to conflict with any corner visibility requirements or any other Bylaws of the Town.**
- (iv) **Maintenance - all required plant materials shall be maintained in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls**

shall be permanently maintained in good repair and presentable appearance and whenever necessary they shall be repaired or replaced.

- (v) **Lighting** - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property.

**Part E. ADMINISTRATION.**

**Subpart 1. Permits.**

The owner of a lot, or the operator or occupant thereof with the consent of the owner, shall apply for a permit accompanied by a plan complying with the provisions of Part D. Subpart 1:

- a) for the construction, enlargement, or alteration of a parking or storage area;
- b) for the erection, enlargement or substantial alteration of any building for which parking would be required by this Bylaw; or
- c) for a change in the use or uses that would require different requirements from those applicable to the former use.

The Building Inspector shall determine whether such plan is in compliance with the provisions of this Bylaw and if so he shall issue a permit therefore. If the Building Inspector determines that the plan is not in compliance with this Bylaw he shall deny the application in writing setting forth his grounds for denial.

The fee for such permit shall be determined from time to time by the Selectmen.

**Subpart 2. Special Permits.**

A person who is required to file a parking plan and to obtain a permit pursuant to Part E, Subpart 1, may, instead, apply to the Planning Board acting as Special Permit Granting Authority for a special permit in accordance with Section XXV of the Zoning Bylaw and the requirements of this Subpart.

The process of applying for, reviewing and issuing special permits under this Subpart shall be as provided under Section XXV of the Zoning Bylaw, except as follows:

- a) **Contents of Application.** In addition to the information required under Section XXV, the application shall include:
  - (i) a plan conforming to the requirements of Part D, Subpart 1, for all on-site parking;
  - (ii) a statement of the proposed square footage devoted to each use in the project and other relevant information sufficient for the Planning Board to determine the required parking spaces under the table in Part D, Subpart 2;
  - (iii) a description of existing and proposed on-street and off-street parking and the availability of public transportation within a 600 foot walking distance from the principal pedestrian entrance, plans for shuttle service, valet parking, shared

parking, and/or stacked parking, parking structures, pedestrian usage and bicycle facilities giving details on planned implementation of same; and

- (iv) a description of all proposed alternative parking arrangements.
- b) **Planning Board Review.** The Planning Board shall review the application and issue its decision in accordance with Section XXV of the Zoning Bylaw. The Board may request reviews by the Town Engineer, the Town Traffic Consultant, and others as it may deem necessary, in making this determination. The cost of review shall be the responsibility of the applicant.
- c) **Criteria for Issuance of a Special Permit.** The Planning Board acting as Special Permit Granting Authority may issue a special permit approving a parking plan with less on-site parking than would normally be required under Part D, Subpart 2, if the Board determines that one or more of the following alternatives have been employed to satisfy the parking needs of the project in question:
  - (i) off-site parking that is accessible to and within a walking distance of 600 feet from a normal pedestrian entrance to the building in question, provided that the applicant has a right to use any off-site parking that is located on private property;
  - (ii) a Transportation Demand Management (TDM) program, approved by the Town's Traffic Engineering Consultant, to reduce parking demand or, a determination by the Town's Traffic Engineering Consultant that the estimated parking demand is less that would otherwise be required; and
  - (iii) payment of a cash contribution to the Municipal Parking Fund in an amount equal to the cost to the Town of providing additional or improved municipal parking to meet the needs of the applicant's project.

**Moneys contributed to the Municipal Parking Fund shall be used at the direction of the Board of Selectmen to augment and improve municipal parking facilities in conjunction with the project generating the cash contribution.**

**Any further proposed version(s) adopted by the Planning Board to be on file in the office of the Planning Board; or take any other action relative thereto.**

**(Planning Board)**

Article 6 amends the Off-Street Parking section of the Zoning Bylaws, which was first adopted in 1950 and last updated in 1971. The proposed changes:

- add new definitions that incorporate the latest concepts and terminology in managing parking demand;
- update the table of parking requirements (minimum number of parking spaces) for various types of building uses;
- eliminate the "compact car" parking space provision; and
- provide a mechanism for parking impact mitigation payments in conjunction with major project approval.

These changes are intended to provide a better framework to simultaneously meet the need for additional parking space in the Town's commercial centers and maintain a pedestrian friendly environment. The

proposal provides parking alternatives that use land more efficiently, thereby minimizing the “sea of asphalt” look that epitomizes many suburban developments. For example, the proposal encourages two neighboring businesses that have peak parking demands at different times, such as an office building and a restaurant, to plan for shared use of parking spaces. The revised table of parking requirements sets a uniform standard across all zoning districts and clarifies the standard for mixed-use buildings. The proposal also creates a Municipal Parking Fund which developers could pay into, as a way to satisfy their parking requirement, and which would be used to improve municipal parking facilities in a planned, cohesive way that benefits all parties involved. Finally, the proposal eliminates the outdated provision for “compact car” spaces, in light of the proliferation of larger cars and SUVs.

Advisory believes that these are prudent changes to the Zoning Bylaws. The proposed amendment brings the Town’s off-street parking requirements up to date with current realities and provides a framework with which to handle increased parking demands brought on by new and altered building uses.

Passage requires a 2/3 vote.

### **Advisory recommends favorable action, 14-0.**

**ARTICLE 7. To see if the Town will vote to modify the definition of “Floor Area Ratio” by requiring Assisted Units to be located within the same development as the project rather than requiring them to be on the same lot; and by moving the definition of “Development Area” from the its present location within the Site Plan Approval section to the Definitions section. The proposed version (which is recognized to be subject to change before or at Town Meeting) currently reads as follows:**

**by amending the Zoning Bylaw SECTION IA. DEFINITIONS. by striking from the last sentence of the definition of “Floor Area Ratio” the word “lot” and by inserting in its place the words “development area”.**

**The floor area devoted to dwelling units developed in accordance with and under the provisions of SECTION XVIB. INCLUSIONARY ZONING., shall not be considered as floor area for the purposes of the calculation of Floor Area Ratio provided that Assisted Units sufficient to satisfy SECTION XVIB. are provided on the same Development Area.**

**and by adding the definition of “Development Area”**

#### **Development Area**

**A parcel or contiguous parcels which are under one ownership.**

**and by deleting the definition of “Development Area” from SECTION XVIA. SITE PLAN APPROVAL. B. DEFINTIONS.;**

**Any further proposed version(s) adopted by the Planning Board to be on file in the office of the Planning Board; or take any other action relative thereto.**

**(Planning Board)**

This Article would amend the Zoning Bylaw by modifying the definition of Floor Area Ratio and adding a new definition for Development Area. These changes are intended to mitigate an ambiguity regarding the calculation of Floor Area Ratio for developments which include Assisted Units (affordable units).

The current definition of Floor Area Ratio allows a property owner to exclude the square footage of the affordable units from the overall square footage of the development in calculating the floor area ratio of the “development lot.” The intent of this provision is to encourage more mixed use development, with the Assisted Units on site. However, situations have arisen where a proposed new development is made up of several individual lots and ambiguity has resulted from interpreting whether the floor area ratio should be calculated on each lot or on all lots together. Construction of Assisted Units on a lot by lot basis may not be feasible or desired. By changing the word “lot” to “area” in the existing definition, the affordable component of a development can now be provided on any of the lots included in the development area and still be excluded from floor area ratio calculations of the overall development. Since most significant developments typically contain more than one lot under common ownership, the new wording allows developers to provide the affordable units anywhere within the development area, thereby giving them further encouragement to provide affordable units on site.

Advisory concurs with the Planning Board that it is appropriate to clear up this ambiguity in order to encourage more affordable units to be developed on site within mixed use projects.

Passage requires a 2/3 vote.

### **Advisory recommends favorable action, 14-0**

**ARTICLE 8. To see if the Town will vote to eliminate setback requirements for residential uses in Commercial Districts by amending the Zoning Bylaw by striking the tenth paragraph of Part B. REQUIREMENTS. of SECTION XIX. YARD REGULATIONS. and by adding in its place a new paragraph. The proposed version (which is recognized to be subject to change before or at Town Meeting) currently reads as follows:**

**This Section shall not apply to lots in districts zoned as Lower Falls Village Commercial, Wellesley Square Commercial District, Business, Business A, Industrial, or Industrial A except for the requirements for front yards. In the Lower Falls Village Commercial District and Wellesley Square Commercial District there shall be a minimum front yard depth of 5 feet and a maximum front yard depth of 10 feet. There shall be no front yard depth requirement for property currently zoned as a Business District which was in existence on April 1, 1939, and fronting on Washington Street, Church Street, Central Street, Grove Street, Spring Street, Cross Street, or that part of Weston Road between Central Street and Cross Street.;**

**Any further proposed version(s) adopted by the Planning Board to be on file in the office of the Planning Board; or take any other action relative thereto.**

**(Planning Board)**

This Article would amend the Zoning Bylaw by eliminating the residential setback requirement for construction of residential units in commercial areas.

The current Zoning Bylaw contains setback requirements in commercial districts that are greater for residential buildings than they are for commercial buildings. The Planning Board believes that the separate requirement for residential buildings was written into the Zoning Bylaw in a different era when single family homes were still being built in commercial zones. Today, it is more likely that residential units will be placed within mixed use buildings or within mixed use developments. Having different setback requirements complicates planning for mixed use buildings and has had the unintended effect of discouraging mixed use developments in commercial areas. The Town’s updated Comprehensive Plan

endorses mixed use developments in commercial areas, and thus the Zoning Bylaw should be updated so as not to dissuade such development.

Advisory understands that the Planning Board now intends to revise the proposed regulation to eliminate the maximum front yard depth. On that basis, Advisory agrees with the Planning Board that this proposed Zoning Bylaw would correspond more appropriately with the Town's Comprehensive Plan, which encourages mixed used development.

Passage requires a 2/3 vote.

### **Advisory recommends favorable action, 13-0 with 1 abstention.**

**ARTICLE 9. To see what sum of money the Town will raise and appropriate, or otherwise provide, for the purpose of funding the Town's obligation of approximately \$41,175 under a proposed settlement agreement between the Town and Local 1795, IAFF, resolving outstanding issues concerning the Town's potential responsibility under the Fair Labor Standards Act of 1938, as amended; or take any other action relative thereto.**

**(Board of Selectmen)**

This Article requests an appropriation of \$41,175 to be expended by the Fire Department under the direction of the Board of Selectmen to fund a correction to the calculation of firefighters' overtime, for the period FY03 through FY07. The purpose of this article is to bring the firefighters' compensation into compliance with the Fair Labor Standards Act (FLSA) overtime pay calculation.

The FLSA requires adjustments to overtime pay calculations, specifically to include regularly recurring payments as part of the base pay for overtime pay calculations. These adjustments may include weekly educational, EMT, night differential, and specialty stipends, as well as annual longevity payments.

The Town of Wellesley has worked to bring the overtime compensation of its employees into compliance. This Article would complete the process, bringing the compensation of the last group of affected employees (the firefighters) into compliance with the FLSA.

This appropriation provides funds to pay firefighters the difference between the previous and the amended calculation, based on their record of overtime for FY03 through FY07.

The Town is in compliance with the FLSA for FY08.

### **Advisory recommends favorable action, 14 to 0.**

**ARTICLE 10. To see if the Town will vote to amend ARTICLE 31 of the Town Bylaws by making changes in Schedule B entitled "Salary Plan – Pay Schedule" established under Section 31.6, which constitutes part of said Bylaws; to raise and appropriate, or otherwise provide, money therefor; or take any other action relative thereto.**

**(Human Resources)**

This Article amends the Town Bylaws by making changes to Schedule B, which delineates the rates of pay for all Town employees, except School Department personnel.

As this book goes to press, the motions under this Article seek Town Meeting approval to 1) amend Schedule B for the Wellesley Police Dispatchers Association resulting from the negotiation of the labor contract for FY08 and FY09 and 2) transfer \$21,883 from free cash to fund the agreed-upon increases for FY08. The agreed-upon contract salary and benefit provisions will be presented at Town Meeting.

Four non-school union contracts expired on June 30, 2007:

- Wellesley Police Dispatchers Association (Public Safety Dispatchers)
- American Federation of State, County and Municipal Employees, AFL-CIO, State Council No. 93, Local 335 (Department of Public Works Production)
- Local No. 1795, International Association of Firefighters, AFL-CIO (Firefighters)
- American Federation of State, County and Municipal Employees, AFL-CIO, State Council No. 93, Local 335 (Municipal Light Plant Production).

Negotiations have been completed and ratified for only the Wellesley Police Dispatchers Association. Negotiations for the other three expired contracts are ongoing. Additional motions could be presented under this Article if additional open contracts are settled before the close of Special Town Meeting.

### **Advisory will make its recommendation at Special Town Meeting.**

**ARTICLE 11. To see if the Town will vote to authorize the Board of Selectmen and Board of Library Trustees to enter into leases for portions of the Fells and Hills library branches with the Wellesley Children’s Community Center, Inc., and to appropriate the revenue from said leases for library purposes; said leases being on file in the offices of said Boards; or take any other action relative thereto.**

**(Board of Selectmen  
Board of Library Trustees)**

This Article requests Town Meeting approval for leases at the currently closed Hills and Fells Branch Libraries. The Library Trustees, with the Board of Selectmen, have leased space for the current fiscal year at the Fells Branch to the Wellesley Community Children’s Center (WCCC), for an afternoon program, primarily for children at the Hardy School, and have reached an agreement with the WCCC to lease space at the Hills Branch for an administrative office in available back-room space which is not needed by the library. This Article requests authorization to extend these leases through fiscal years 2009 and 2010. The Article also may include a second motion requesting full or partial appropriation of the rental income to the Library.

#### **Background**

The Fells Branch lease provides for a monthly rental of \$500 for ten months per year, and two-thirds of utility, fuel, custodial and trash removal costs. The WCCC is also paying for certain safety improvements to the Fells Branch. The Hills Branch lease provides for a monthly rental of \$1100 for twelve months per year, and three-quarters of utility, fuel, custodial and trash removal costs.

The Library Trustees are in the beginning stages of organizing a major fundraising campaign to support re-opening one or both of the branch libraries. The success of this effort is not expected to be known before March, 2008. The WCCC leases are compatible with this goal as the leased space in the Hills Branch is not needed for library services and the Fells Branch can still be opened for library services in the mornings and on weekends. The lease includes a clause that permits the Library Trustees to terminate the lease, with notice, on March 1, 2008 as well as on March 1, 2009, if the fundraising is not successful.

#### **Advisory Recommendation**

Advisory applauds the efforts of the Library Trustees to find a temporary use for the buildings that serves an important need, makes it less likely that the branch buildings could be vandalized, and generates income. Income from the leases will flow to the Town's General Fund.

**Advisory recommends favorable action, 13 to 0, with one recusal.**

A second motion, if presented, would appropriate some or all of the rental income to the Library. Advisory will make its recommendation on such a motion at Town Meeting.

**ARTICLE 12. To see what sum of money the Town will raise and appropriate, or otherwise provide, for the purpose of funding the acquisition of a telephone switch at the Police Department; to determine whether said sum shall be raised by a transfer from the Police Detail Account; or take any other action relative thereto.**

**(Board of Selectmen)**

This Article requests the Town to appropriate an additional \$25,000 for replacement of the telephone system at the Police Station through a transfer of funds from the Police Detail Account.

Replacement of the police phone system was approved at the 2007 Annual Town Meeting as a part of the FY08 capital budget. The amount was \$23,440, the lowest of the quotes from three vendors. However, it was subsequently determined that the amount required to purchase a system that meets the needs of the Police Department is \$48,440.

This additional funding will allow the Police Department to take advantage of the Town's high speed T1 infrastructure and failover capabilities, as well as to network with other departments' more modern systems. The phone system also provides the voice mail system; the current system is obsolete and runs on an operating system that IBM no longer supports.

The proposed replacement is the last step to complete the updating of the Town's telephone infrastructure.

No further appropriations from the Town's General Fund are required, as the requested funding source for the \$25,000 additional appropriation is the Police Detail Account, a revolving fund from which police are paid for detail work. Police detail work is billed with an additional 10 percent administrative fee added.

**Advisory recommends favorable action, 14 to 0.**

**ARTICLE 13. To see if the Town will vote to acquire by purchase, eminent domain, or otherwise, the real property commonly known and referred to as 53, 55, and 57 Seaver Street, for the purpose of expanding the high school grounds; to raise and appropriate, or otherwise provide, a sum of money for said purpose and to determine whether such sum shall be raised by taxation, borrowing and/or by transfer from available funds; said property being further identified as follows: 53 Seaver Street: Parcel No. 10 on Assessor's Map No. 76, now or formerly owned by Philip G. Kenny and Kerri A. Kenny, see deed recorded in Norfolk Registry of Deeds Book 22838, Page 88; 55 Seaver Street: Parcel No. 9 on Assessor's Map No. 76, now or formerly owned by Robert J. Chicoski and Susan S. Chicoski, see deed recorded in Norfolk Registry of Deeds Book 12734, Page 219; 57 Seaver Street: Parcel No. 7 on Assessor's Map No. 76, now or formerly owned by Christian B. Aall, see Certificate of Title No. 166360 and deed recorded in Norfolk Registry of Deeds Book 20209, Page 107; or take any other action relative thereto.**

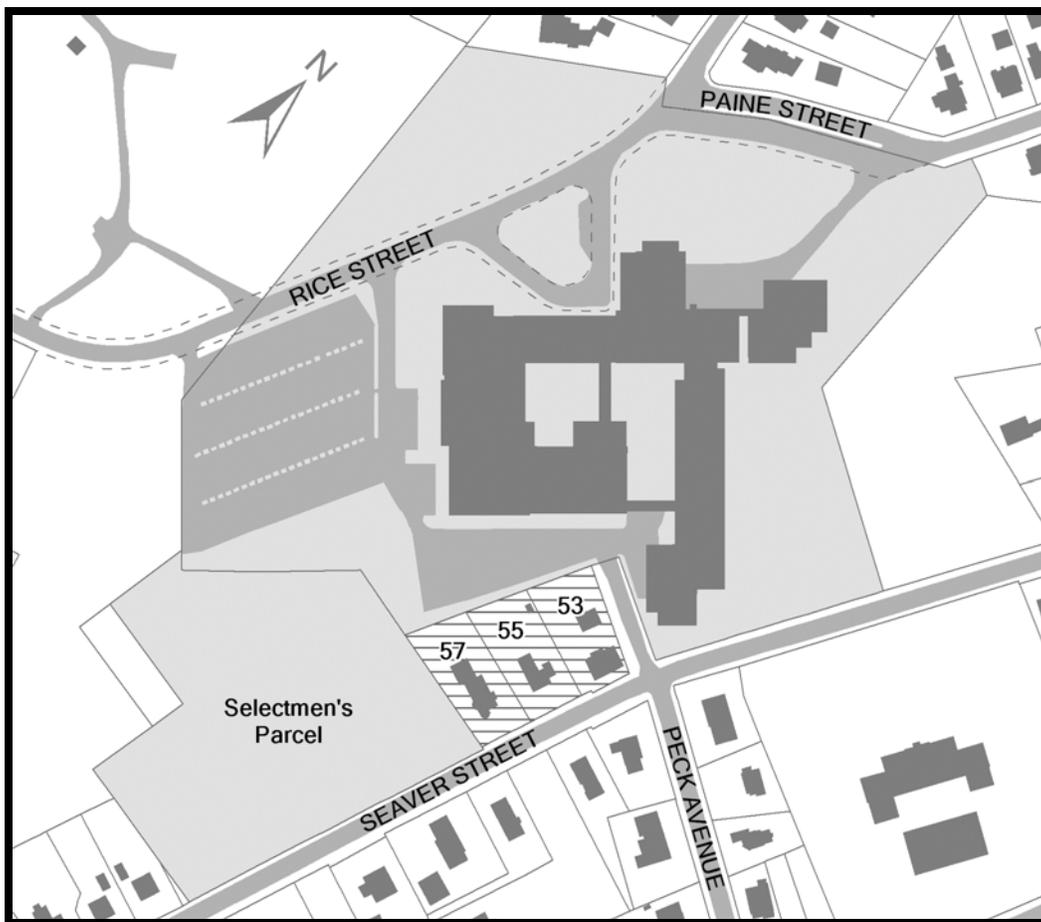
**(Board of Selectmen)**

This Article authorizes the Board of Selectmen to acquire the three properties at 53, 55 and 57 Seaver Street adjoining the Wellesley High School grounds. The acquisition of the properties would substantially improve the design options for a new or renovated high school and expand the overall site for both the construction currently under consideration and for possible future expansion. The Board of Selectmen approached the owners of these properties in June and, after extensive negotiations, signed separate purchase and sale agreements for each property in October. The proposed acquisition has a total purchase price of \$3,609,500.

This Article would require an increase in the Town’s loan authorization for the amount of the purchase. Additional funds are not being requested for FY08 because interest payments on the loan during the last six months of FY08 could be accommodated within current appropriations and the first repayment of principal would not occur until FY09.

**The Properties and Terms of Sale**

The map below shows the location of the three properties and the High School site.



The properties to be acquired are indicated by cross-hatching, while the High School site, including the “Selectmen’s Parcel”, is shaded gray. The three contiguous properties form a block of land fronting on Seaver Street, with School or Town land bordering the properties on the other three sides.

Summary information on the valuation of the three properties and the negotiated purchase prices is presented below.

<b>Seaver Street Properties to be Acquired</b>				
	<b>53 Seaver</b>	<b>55 Seaver</b>	<b>57 Seaver</b>	<b>Total</b>
Total Lot Size	13,113 sq. ft.	13,801 sq. ft.	14,972 sq. ft.	41,886 sq. ft.
Total Living Area	2,655 sq. ft.	1,792 sq. ft.	3,690 sq. ft.	8,137 sq. ft.
Assessed Value - Land	\$526,000	\$528,000	\$532,000	\$1,586,000
Assessed Value - Building	\$310,000	\$153,000	\$645,000	\$1,108,000
Total Assessed Value	\$836,000	\$681,000	\$1,177,000	\$2,694,000
Town's Appraised Value	\$840,000	\$720,000	\$1,250,000	\$2,810,000
Negotiated Purchase Price	\$1,080,000	\$964,000	\$1,565,500	\$3,609,500

“Assessed Values” are taken from the FY07 Town of Wellesley tax assessment, and the “Town’s Appraised Value” is taken from a real estate appraisal done for the Board of Selectmen by Hugh J. Kelley, a Certified Appraiser, in July 2007. The total purchase price of \$3,609,500 is 34 percent above the total Assessed Value and 28 percent above the Town’s total Appraised Value. In the first nine months of 2007, houses in Wellesley within this general range of assessed values have sold at approximately 10 percent over the assessed values. Using 110 percent of assessed value as a measure of “fair market value”, the negotiated purchase price has a 22 percent premium. The purchase and sale agreements stipulate that the purchases will close by the end of 2007. However, the sellers will be permitted to remain in the houses, rent free, until October 31, 2008 unless the Town gives the appropriate notice to require the owners to vacate by September 1, 2008.

**Importance of the Properties to the High School Site**

Acquisition of the properties significantly increases the usable area for a new or renovated high school. The High School site has numerous restrictions due to wetlands, floodplain, riverfront area, playground and parkland open space, and building setbacks which limit the design options for replacing or renovating the existing building.<sup>1</sup> While the three properties add only 7 percent to the total area of the site, they add over 17 percent to the ‘usable’ area of the site.

The properties also are a connection to the “Selectmen’s Parcel” and are critical to allowing the optimum use of that land. This 3.5 acre parcel, controlled by the Board of Selectmen, may be transferred to the School Department and would be a substantial addition to the High School site. The intervening Seaver Street properties, if not acquired, would block its best use.

Taken together, the additional usable area and improved access to the “Selectmen’s Parcel” will substantially improve the design options for the building and for the overall layout of the site, including parking and access. Recently the architects have been asked to provide ‘fit test’ options assuming this property is usable, compared with designing around the property with the required setbacks. Their initial effort shows that real improvements can be achieved.

<sup>1</sup> A detailed explanation of these issues can be found in an article captioned *WHS Project: The Importance of Site* at the School Building Committee’s link on the Town’s website ([www.wellesley.ma.gov](http://www.wellesley.ma.gov)), then click on School Building Committee).

### **Reasonableness of the Price**

The total negotiated price is between \$650,000 and \$900,000 above “fair market value”, depending on the measure used. Since the assessed and appraised values for the properties are based on residential use, they do not necessarily reflect the value to the Town. Therefore, Advisory considered several other factors in judging the reasonableness of this premium.

Purchase of the properties could yield cost savings from many sources that would help offset the cost of acquisition. Developers can have better access during construction. Different design options could permit construction of a new school in a single phase. Taken together these changes could reduce construction time by one year or more. A shorter construction period avoids escalating materials costs and time-related charges, such as project management and supervision. Earlier availability of the larger high school also could reduce the cost for modulars or other classroom space needed to accommodate enrollment growth until the new or renovated school is ready. In addition, the absence of direct abutters could yield savings from construction efficiencies and reduced mitigation expenses. While savings of time and money would be less for a renovated high school, because phasing would still be necessary, construction and mitigation costs still could be substantially reduced. The expanded site also will increase the solutions available to address floodplain issues and traffic issues that may arise from the Town’s Project of Significant Impact (PSI) review process.

Finally, a substantial premium could be supported on the basis of fairness to the current homeowners. The premium recognizes the expense and inconvenience of moving. This purchase is distinct from a typical fair market value transaction which assumes a “typically motivated” buyer and seller. These owners will incur relocation costs and a significant disruption to their lives. While the owners may be relieved not to have to endure a 3 to 5 year construction project, this acquisition was initiated by the Town for its benefit.

Although the Town has the authority to take properties by eminent domain, such proceedings can cost more than fair market value. The concept of eminent domain is based upon “just compensation” which has come to include not only the fair market value of the property, but also compensation for various damages to make the displaced homeowner whole. Also an eminent domain proceeding can involve the courts, including a right to trial by jury, and is likely to result in protracted and expensive litigation. In contrast, a purchase by agreement, even with a premium over fair market value, could well be at a lower ultimate cost and it removes the uncertainty of litigation.

### **Advisory Recommendation**

Advisory recognizes the importance of the proposed acquisition of the three Seaver Street properties to the High School project. Looking at the site map, the critical location of the properties is readily apparent. Their acquisition will significantly increase the usable area and enhance the ability to meet the needs of the High School, now and in the future.

Construction cost is clearly an item where “time is money” and a reduction in the elapsed time to complete the project will generate significant savings as well as shorten the period of disruption at the High School. While no one can quantify these savings at this time, Advisory notes that a savings of less than three percent in the cost of the project could fully offset the cost of purchasing the properties.

Acquisition of these properties has been talked about over the years. Advisory believes that now is the right time to act. Creating a larger and more cohesive high school site has value not only for the current construction/renovation project, but also represents an opportunity for the Town to be prepared for future use and expansion.

Passage requires a 2/3 vote.

**Advisory recommends favorable action, 13 to 0 with one recusal.**

**ARTICLE 14.** To see what sum of money the Town will raise and appropriate, or otherwise provide, for the purpose of studying and/or designing options for the Sprague Field Athletic Complex; or take any other action relative thereto.

(School Committee)

**Advisory expects no motion under this Article.**

**ARTICLE 15.** To see what sum of money the Town will raise and appropriate, or otherwise provide, for the design and construction of modular classrooms at Wellesley High School; to determine whether such sums shall be raised by taxation, through borrowing and/or by transfer from available funds; or take any other action relative thereto.

(School Committee)

**Advisory expects no motion under this Article.**

**ARTICLE 16.** To see if the Town will vote to request that the Selectmen, Council on Aging and other town officials continue to study the feasibility of the Town accepting the conditional gift of approximately \$825,000 offered by the terms of the Mary Esther (“Billie”) Tolles Charitable Foundation, which sum would need to be supplemented by the Town through appropriation, gifts, bonding and/or other possible methods of raising money sufficient for the purpose, which gift is conditioned on the “founding, constructing and equipping [of] a senior center...on land or in a building provided for that purpose by the Town...and shall include but not be limited to offices for the Wellesley Council on Aging and the Wellesley Friends of Senior Neighbors, Inc., kitchen and dining facilities, classrooms, meeting rooms, recreational areas and the like. The name of the Center shall be “The Tolles-Parsons Senior Center” and shall be dedicated in the memory of Mary Esther Tolles and Evelyn L. Parsons, M.D....”; to raise and appropriate, or otherwise provide, a sum of money for the same; the Board of Selectmen being requested to report the results of said study to the 2008 Annual Town Meeting; or take any other action relative thereto.

(Board of Selectmen)

This Article enables the Board of Selectmen (BOS) to request Town Meeting approval of an appropriation, which would be used to study the feasibility of accepting a conditional gift of \$825,000. The amount of the appropriation has not yet been determined. The stated condition for the gift is that the funds be used for the purpose of “founding, constructing and equipping a Senior Center in the Town of Wellesley, Massachusetts, on land or in a building provided for that purpose by the Town of Wellesley.” The BOS recognizes that in order to accomplish the purpose as stated, the Town would need to supplement the gift through appropriation, gifts and/or other possible methods. The BOS would report the results of said study to the 2008 Annual Town Meeting.

### **Background**

By a Trust Agreement dated November 3, 1997, the Estate of Mary Ester (“Billie”) Tolles created the Mary Esther Tolles Charitable Foundation and directed the Trustee to hold the property in trust for the primary purpose stated above. In September 2006 the Trustee of the Foundation informed the Town of the existence and purpose of the \$825,000 gift. Under Town Bylaws, the BOS has jurisdiction over receipt of such a gift. If the BOS judge that the Town cannot or should not fulfill the condition imposed by the gift, they may decline to accept.

The BOS formed a Study Committee, comprised of representatives of the BOS, Council on Aging, Board of Public Health, Recreation Commission, Town Meeting and citizens with an interest or expertise relating to services for seniors. Representatives of the Wellesley Community Center (WCC) also attended

meetings of the Study Committee. The Study Committee undertook to define the facilities and programs that could be provided using the gift and to consider the additional capital and operating costs that would be necessary. The Committee reviewed the programs and facilities offered by surrounding towns and the costs of those programs. They also surveyed Wellesley citizens born in 1950 or earlier to determine their a) satisfaction with current programs being offered to senior residents, many of which are offered at the Wellesley Community Center, and b) preferences regarding further services.

The WCC is an independent non-profit institution with no formal connection to the Town of Wellesley. At present the Town's Council on Aging occupies dedicated offices at the Wellesley Community Center (the Community Center) and provides certain senior services, such as regular luncheons, at the Community Center. The Council pays the WCC approximately \$24,000 per year in rent for office space and use of other space and facilities in the Community Center.

Currently the Study Committee is considering two alternatives:

1. Pursue the construction of a freestanding senior center on land to be provided by the Town, utilizing the gift amount as initial funding. The purpose of an appropriation under this Article would be to determine the feasibility, costs and potential funding of this alternative.
2. Develop an understanding of how the funds could be used by the WCC to remodel the Community Center and provide more extensive programs for seniors consistent with the gift. This alternative would require that the BOS decline the gift and use by the WCC would not be under the Town's control.

The Trustees have represented to the Town that if the BOS declines to accept the gift, the Trustees will donate all or a large portion of the funds held in trust by the Foundation to the WCC for the purpose of improving handicapped access to the Community Center, augmenting the space for seniors and increasing programs for seniors. Representatives of the WCC have confirmed to the Study Committee that, prior to STM, they will present to the Study Committee a proposal, detailing a plan of action should they receive the funds.

The Study Committee has stated that it hopes to make a recommendation on these alternatives to the BOS prior to STM. The BOS will then decide what motion to move under this Article.

### **Issues**

The opportunity to create a freestanding senior center with initial funding from the Foundation has obvious attractions. One key question is the availability of a site for a freestanding senior center, and we are advised that such a site is likely to be identified prior to the STM. Another key issue is that this alternative will require expenditure of public funds or obtaining alternate funding, and will require substantial lead time before it can be completed. The WCC option has the potential advantages of (i) taking less time to complete, (ii) costing less to complete, and (iii) not requiring funding from the Town. However, it is not known whether the WCC could provide services and programs as extensive as those provided in a freestanding senior center. Further, the Town would not have the same level of input and control.

As this book goes to press, the WCC has not submitted its proposal to the Study Committee and the Study Committee has not made its recommendation to the BOS. As a result, the content of the motion under Article 16 has not yet been determined.

### **Advisory will make its recommendation at Special Town Meeting.**

**ARTICLE 17. To see if the Town will vote to amend the Zoning Bylaw and the Zoning Map by establishing either as a General Residence District or a Multi-Family Residence District, land now in a Single Residence District. The land is comprised of two parcels shown on Assessors Sheet**

**Map 43, including Parcel 76, also known as 65 Washington Street; and Parcel 78, also known as 1 Hillside Road. The two parcels are further described in deeds recorded at the Norfolk County Registry of Deeds at Book 23167, page 2; and Book 23631, Page 329 respectively. Said lots containing a total of approximately 31,417 square feet; or take any other action relative thereto.**

**(Property Owners' Petition)**

**Advisory expects no motion under this Article.**

**ARTICLE 18. To see how the Town will vote to raise money appropriated under any of the above articles; or take any other action relative thereto.**

**(Board of Selectmen)**

**Advisory expects no motion under this Article.**

## HIGH SCHOOL PROJECT STATUS REPORT

This report, brought by the School Building Committee, provides a report to Town Meeting on the progress of the Wellesley High School Project. No appropriation is being requested at this time.

### **Progress Since Annual Town Meeting 2007**

At the Annual Town Meeting 2007, the School Building Committee (SBC) requested and received approval for an appropriation of \$797,000 to the Permanent Building Committee (PBC) for professional services to assist the PBC in coordinating and preparing the detailed documentation, including a *Feasibility Study*, necessary for the next steps in the Massachusetts School Building Authority (MSBA) reimbursement approval process.

### **Design Recommendations and Cost Estimates**

With this appropriation, the SBC and PBC have worked with the architects, SMMA, to develop multiple “fit tests” to identify the options for the building layout. With each iteration, the SBC and PBC have further defined the project parameters, priorities and obstacles, culminating in intermediate decisions. With the multiple priorities and trade-offs defined, the SBC has pursued options on two parallel tracks: 1) a renovation/addition and 2) a completely new facility. In doing so, the SBC is evaluating the pros and cons of each option and the extent to which they meet Wellesley’s Educational Program. The SBC has encouraged and incorporated public input throughout this process, specifically by conducting public meetings, two public forums, and two roundtable discussions with constituent groups (see below).

The acquisition of the three properties at 53, 55 and 57 Seaver Street is integral to the design options under consideration (see Article 13 for details). The 17 percent increase in usable land provided by these properties significantly eases the site constraints and enables the development of more reasonable layouts and more cost effective options.

The fit test options have been narrowed to two: one renovation/addition option and one new construction option. These options will continue to be refined in the coming weeks:

*Option I* is the working option of a renovation/addition project: This option meets the WPS Educational Program by increasing the number of classrooms, incorporates a new auditorium, new gymnasium, and new cafeteria, renovates the 1938 and 1956 buildings, and provides for full systems replacement. The project is projected to require four phases and a total of 4.5 years construction.

*Option H* is the working option of a new building project: This option meets the Educational Program by increasing the number of classrooms, includes a new auditorium, new gymnasium and new cafeteria, and maximizes adjacencies to promote inter- and intra-department collaboration. This option is projected to require two phases and a total of 4.0 years construction. The architects have recently introduced Option J, the latest working option of a new building, which requires only one phase and 3.0 years of construction.

Integral to the discussion of pros and cons are the cost evaluations provided by the project architects and Project Manager associated with each option. The SBC and PBC are working with SMMA to develop costs at the concept level, appropriate for the current level of review. However, the engagement and involvement of the MSBA in cost review is a critical component of the project process. Though preliminary cost ranges will be available prior to Special Town Meeting, it is important to consider the critical role MSBA plays in cost development going forward.

## **MSBA Update**

In the last six months, the MSBA has made significant progress. MSBA representatives have now visited Wellesley High School twice: first to conduct an *Enrollment Site Visit and Review* and next, for a *Senior Study*. Additionally, on November 2<sup>nd</sup> they will announce the first series of building projects that will proceed to the *Feasibility Stage*, according to their defined process.

The focus of the first visit was to assess overcrowding conditions with a review of projected enrollment trends. The second visit was 1) to assess the impact of the facility condition on the delivery of the Educational Program and 2) to evaluate the facility condition in terms of infrastructure.

To date, the MSBA has received a total of 422 requests for funding ("*Statements of Interest*") from Massachusetts towns and cities. The MSBA will "continue to announce schools that are ready for Feasibility Studies at future Board meetings, as it completes its initial due diligence."<sup>2</sup> The SBC has made every effort to ready the information necessary to promptly engage MSBA once notification is received. At the time of the printing of this book, further information was not available. Subsequent updates will be communicated via the SBC email newsletter.

## **Major Studies Completed**

To get to the current point, numerous studies were conducted to provide the level of detailed information necessary to proceed. The major educational studies are complete and reports are now available. To summarize:

***Educational Program Review (ongoing)*** – The Educational Program is the base onto which the elements of quality instruction, strong leadership, collaborative and respectful learning communities, adequate resources and conducive and safe learning spaces are built. Together, they enable the attainment of the Wellesley Public Schools (WPS) system goals. The WPS Educational Program is comprised of Core Curriculum (English, Math, Science, Social Studies, Classical and Modern Language), Electives, Fitness & Health, Library/Media, Special Education and Competitive Athletics. Core curriculum courses account for 65 percent of classroom spaces. The *Director of Curriculum and Instruction* follows a ten-year rotational cycle of thorough review of the core curriculum offerings so that the WPS Educational Program is consistently reviewed and adapted to current teaching methods and curriculum content.

***Education Architectural Program (completed April 2007)*** –The Education Architectural Program review is the translation of the WPS Education Program into a list of physical building spaces. It is literally an inventory of the size, shape and any other special requirements of spaces required to enable delivery of the Education Program and to meet state guidelines. The Education Architectural Program was facilitated and prepared by DeJONG-LOCKER, an internationally recognized consultant firm specializing in how facility planning and design impacts teaching and learning. Participants included the WPS Administration, faculty, staff, students and volunteer parents. Further, the Town Moderator appointed a Program Review Advisory Committee (PRAC) to monitor the validity and effectiveness of this process and final report.

Additionally, the MSBA regulations set specific minimum and maximum guidelines for many spaces, which must be met or exceeded in order to qualify for reimbursement approval. Other spaces are more subjective and determined by the scope of our specific Educational Program and the level of student participation in programmatic areas. The DeJong report and the PRAC Reports are available for review on the Town website, at [www.wellesleyma.gov](http://www.wellesleyma.gov) under *School Building Committee; Download SBC Files; DeJong Report* and *WHS Programming Review Committee Report* and at the Wellesley Free Library 2<sup>nd</sup> floor Reference Desk.

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<sup>2</sup> MSBA Press Release, September 27, 2007

Additional studies completed include:

1. An assessment of the project site, conducted by the *Land Use Working Group*. The environmental and legislative restrictions make the Wellesley High School site an unusually difficult site for planning a new or enlarged high school. The Land Use Working Group concluded that the only potential for additional, permanently usable land is a small portion in the front of the building and an undetermined portion of the Selectmen’s Parcel, with the exception of the three private residences on Seaver Street. Based on the work of the Land Use Working Group, the Board of Selectmen approached the owners of these properties and has successfully completed negotiations to purchase the properties (see Article 13 of the Warrant).subject to the approval of the funding at this Special Town Meeting.
  
2. An assessment of *the auditorium and gymnasium* spaces. These spaces, by their nature, have a large building footprint and significantly impact the options for building design and layout. Decisions on these large spaces and their siting are necessary early in the process and, therefore, require assessment and determinations at an early stage:
  - a. Based on the program analysis, comparable review, and fit test option review, the SBC has determined that a *new* high school auditorium with seating capacity of 750 and associated Performing Arts spaces are required to meet the Educational Program. From this point, all options incorporate this design decision.
  - b. The following parameters have been identified as the primary drivers for designing a gymnasium:
    - A single gym of sufficient size to be screened or partitioned into three practice courts for indoor sports
    - Sufficient bleacher seating surrounding a regulation high school basketball court striped in the center of the gym to accommodate varsity level competition.
    - An elevated, four-lane running surface (indoor track) around the perimeter for fitness training, not athletic competition, and an indoor climbing wall.
    - Associated facilities to include locker rooms, fitness center, multipurpose spaces, storage and offices.

**Comparables Study – Peer School Visits**

Members of the SBC have now visited 10 local schools which provided examples of recent construction projects. SBC members evaluated the schools on multiple levels, including the rationale for the project selected, phasing, alternatives considered, design details, use of spaces and functionality. Further, feedback on the successes/shortcomings of each project was solicited from project principles, including the respective school administrators and other representatives. Responses were compiled and summarized in a public presentation moderated by SBC member Cynthia Westerman on October 2, 2007 and rebroadcast on the Wellesley Cable channel for another two weeks. The presentation is available on the Town website at [www.wellesleyma.gov](http://www.wellesleyma.gov). The following schools and building projects were reviewed:

SCHOOL	TYPE	SIZE (sq. ft.)
Ashland	New	206,000
Boston Latin	Renovation	340,000
Bridgewater Raynham	New	330,000
Brookline	Renovation	---
Hudson	New	200,000
Reading	Renovation	---
Salem	Renovation	---
Swampscott	New	253,000
Whitman-Hanson	New	251,000
Woburn	New	300,000

Previously, members of School Committee, Visioning Team, and the Program Review Advisory Committee visited the following schools: Acton Boxboro, Ipswich, Lexington, Lincoln Sudbury, Marblehead, Westwood, and Newton South.

The major learnings from the site visits included the following:

- ◆ The schools visited presented a marked contrast in condition and features to the WHS building. They were clearly 21<sup>st</sup> century facilities in layout, materials and support of the educational program. Further, they shared numerous functional features which are not present in the current WHS facility.
- ◆ Each school had comparable facilities and spaces, in both number and size, as those established by our Architectural Education Program, confirming the reasonableness of the program. For example: auditoriums sized for half the enrollment; gymnasiums with three courts; cafeterias that allow three seatings; appropriate support space for the theater, classroom and library; adequate and complete teacher and administration space.
- ◆ No suburban school visited had site constraints as tight as those at the Wellesley High School site. In addition to the building footprint location, the phasing, construction staging, and parking alternatives will be complex issues to balance.
- ◆ In most new construction, the major public spaces, such as the auditorium, gymnasium, and cafeteria tended to be clustered together. This enabled these spaces to be easily accessed from the exterior at any time while allowing the academic spaces to be secured during non-school hours. At each school this layout considerably increased community use of the building.
- ◆ In both renovations and new construction projects, the SBC saw designs that respectfully incorporated pieces of the town's heritage, culture, and architectural past.
- ◆ Generally, new construction provided a more coherent layout. Often this replaced former buildings and additions that ultimately made for a disjointed plan.
- ◆ Many schools provided open, supervised spaces to provide areas for students to be within the school when not in class.
- ◆ There was an emphasis on durable materials and finishes.
- ◆ Use of lighting was very important to creating a conducive learning environment. Use of natural light where possible was clearly preferable over interior artificial lighting.

These findings will figure significantly in the ensuing steps when specific design features and elements are further defined.

## **Communication**

At the request of ATM 2007, the SBC has initiated multiple avenues of communication in an effort to engage and update town residents, self-appointed constituency groups, and Town Meeting Members in the process and progress of the High School Project:

### ***1. SBC electronic newsletter***

In June, the SBC initiated an electronic newsletter which provides periodic updates on the project process including critical decision points, report findings, MSBA updates, meeting notices and links to additional information. Subscription is pro-active (meaning subscribers need to provide email addresses and verify subscription intent) with the following exception: All Town Meeting Members were notified and offered the opportunity to opt-out prior to automatic subscription. There have been three issues sent to date and all are archived on the Town website.

The newsletter is sent via the Town server to all subscribers; currently, there are approximately 800 subscribers, and efforts to increase this base continue. This newsletter is only issued via email. To

subscribe: Go to [www.wellesleyma.gov](http://www.wellesleyma.gov), under School Building Committee. Click on “*Subscribe to our newsletter.*”

## 2. ***Constituent group roundtable discussions***

The SBC recognized that groups of residents may share specific priorities at different stages of the project. In an effort to ensure open communication and opportunity for community input, the SBC solicited input from multiple “constituency groups:” Central Council of PTOs, SMART and Green Wave, Wellesley Historical Commission, WHS students, Wellesley High School Preservation Committee, Town Athletics, Wellesley Taxpayers’ Association, Parents Advisory Committee (advocating for students with special needs), Parents of Performing Students (POPS), Neighbors, and WHS PTO. Each group has an assigned spokesperson who acts as the liaison to the SBC.

The SBC has conducted roundtable discussions to hear the groups’ respective priorities. The constituency groups were also included in the presentation of comparables and the options review in October.

Outreach to the constituency groups provides town residents an opportunity to voice individual priorities, as well as to understand the rationale behind the decisions. It has been clearly articulated that ultimately the project cannot meet everyone’s priorities, as competing opinions, values, concerns and interests will be weighed. However, the SBC is committed to achieve the best balance without compromising the primary objectives.

## 3. ***SBC Web page***

The SBC has established a web page on the Town website with important information, links, reports and past newsletters. The web page serves as an archive of all relevant documentation, as well as status information. The web page is managed by Town Hall and updated regularly. The address is: [www.wellesleyma.gov](http://www.wellesleyma.gov), under *School Building Committee* at the bottom of the page.

## 4. ***Series of editorial articles in The Wellesley Townsman***

The SBC and WPS Administration have completed a series of articles appearing in *The Wellesley Townsman* on topics pertinent to the High School Project. All are available for review on the SBC web page:

[\*\*Enabling Core Values\*\*](#) by School Building Committee. A summary of the list of key principles (in order of priority) to serve as the foundation for decision-making in the High School Project.

[\*\*The WHS Project and You\*\*](#) by Katherine L. Babson, Jr., SBC Chair and member, Board of Selectmen. A summary of how the High School Project impacts each and every resident in some way.

[\*\*How Public Education has Evolved in Wellesley\*\*](#) by Bella Wong, WPS Superintendent. A summary of the many changes which have occurred in teaching methods, state and federal mandates to education and the importance of the extracurricular programs and how these changes have yielded the current Educational Program.

[\*\*The Pieces of the Puzzle\*\*](#) by Bella Wong, WPS Superintendent. A summary of the physical space needed to enable the WPS Education Program. The resulting "Architectural Educational Program" details what is included and where it is located and as such, becomes the basis for the building design.

[\*\*Back to School in More Ways than One\*\*](#) by Katherine L. Babson, Jr., SBC Chair and member, Board of Selectmen. A "back-to-school" review of the High School Project to date.

[For Performance or Sport: The Space Matters](#) by Suzanne Littlefield, School Committee and School Building Committee Member. A summary of the School Committee decisions regarding design of the Auditorium and Gymnasium spaces to enable the WPS Educational Program.

[WHS Project: The Importance of Site](#), by Marlene Allen, Member of the School Committee and Chair of the Interboard Land Use Working Group. A summary of the study conducted by the interboard Land Use Working Group to assess the constraints and opportunities afforded by the land parcels adjacent to the current High School site.

[Learning from Others](#) by Cynthia Westerman, member of the School Building Committee. All the studying and analysis in the world cannot compare to real-life experience, which is what the Wellesley School Building Committee (SBC) sought in touring ten high schools over the summer.

5. *Summary Papers by School Committee*

School Committee has prepared a series of “white papers” on specific topics critical to the early stages of project development: Academic and Architectural Program; Academic Schedule; Auditorium; Build for Peak Enrollement or Less than Peak; FAQ; Gymnasium; Values and Principles; Wellesley High as a 9-12 School.

**Next Steps**

Information received from the MSBA in the next few weeks will trigger the next steps. Detailed information will be provided as promptly as possible.

Submitted by:

School Building Committee

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**For information about Wellesley Town Government, go to:**

**[www.wellesleyma.gov](http://www.wellesleyma.gov)**

**You will see a column of green tabs on the left of the page, click on Subscribe to News to subscribe to a choice of e-mail news alerts.**

**News and Events can be found on the right of the page.**

**Useful Info is listed near the bottom of the page.**

**Under Useful Info, click on School Building Committee (SBC) to subscribe to receive updates from the SBC about the High School Project.**