

RIO Task Force

Meeting 2: June 18, 2025

Tonight's Agenda

1. Call to Order / Participants	Tom	7:00
2. Task Force Organization Updates	Eric & Tom	7:05
3. Member Introductions (cont'd)	Task Force	7:10
4. Task Force Admin		
• Operating Principles	Peter	7:30
• Meeting Schedule	Eric	7:45
5. RIO Bylaw Discussion		
• RIO Adoption Process		7:50
• Permitted Uses	Task Force	8:15
• "Close Proximity"		8:35
6. Task Force Chair Updates	Tom	8:55
7. Adjourn		9:00

Task Force Organization Updates

- **Planning Board Action**
 - **Approve Chair and Vice-Chair**
 - **Approve a 16th slot for Precinct B Representative**

- **Member from Precinct B Status**

Task Force Team Introductions

- **Name**
- **Address / Voting Precinct / Zoning District**
- **Job / profession / interest**
- **Anything else you want to tell us:**
 - Hometown, family, favorite team, etc.
- **Why you wanted to be on the RIO Task Force (1 Sentence)**

“Get to Know you” Question:

- **If you had to give a TED Talk right now / right here, what would you talk about?**

Task Force Operating Principles: How We Work Together

Definition: Operating principles are the guidelines or agreements that define ***how the team works together***. They outline the behaviors, communication norms, and decision-making practices that support effective collaboration. These principles help build trust, ensure accountability, and **create a shared understanding of expectations** – especially important in collaborative groups.

Operating principles are not the way (goals or deliverables), but the how (values-in-action) of team functioning.

Task Force Operating Principles: How We Work Together

1) We treat each other with respect

→ We value diverse perspectives and respectfully engage with one another

2) We hold ourselves and each other accountable

→ We follow through on commitments and take responsibility for our actions and outcomes

3) We start and end meetings on time (within two hours) with clear outcomes

→ We are disciplined with our time and ensure each meeting produces concrete next steps

4) We engage with other Town boards as appropriate (e.g., Planning Board)

→ We collaborate and coordinate across relevant bodies to align on priorities and decisions

Task Force Operating Principles: How We Work Together

5) We seek broad consensus

→ Any recommendation put forward by the group must be approved by at least two-thirds of members

6) We communicate proactively and directly

→ We surface issues early, give timely feedback, and speak to people—not about them

7) We hold our meetings in public

→ Transparency is essential; all meetings are open to the public to observe our process and deliberations

Proposed Task Force Meeting Schedule

Meeting Date	Day	Location
3. TBD		Great Hall
4. September 4	Thursday	Great Hall
5. October 2	Thursday	Great Hall
6. TBD		Great Hall
7. TBD		Great Hall

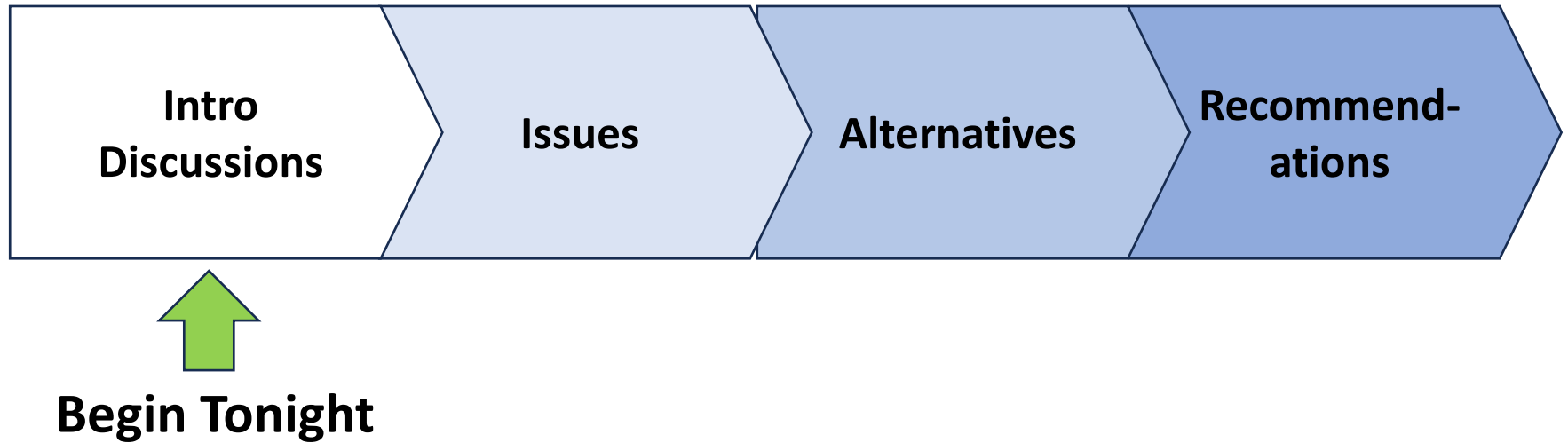
Place holder

- | | | |
|--------------------|------------|------------|
| • <i>Meeting x</i> | <i>TBD</i> | <i>TBD</i> |
| • <i>Meeting y</i> | <i>TBD</i> | <i>TBD</i> |

All Meetings Start at 7:00

(unless this Task Force votes to change)

Approach



Intro Discussions: List of Topics

- A. Overall RIO Approval Process**
- B. Uses**
- C. Proximity to Commercial and Public Transportation**
- D. Lot Requirements: Size, Setbacks**
- E. Building Requirements: Height, FAR, other**
- F. Open Space and Amenities**
- G. District Eligibility and Density**
- H. OTHER: Signs, Parking, Off-Street Parking, etc.**

Intro Discussions: Tonight

- A. Overall RIO Approval Process**
- B. Uses**
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- H. OTHER: Signs, Parking, Off-Street Parking, etc.

Intro Discussions: How to Discuss

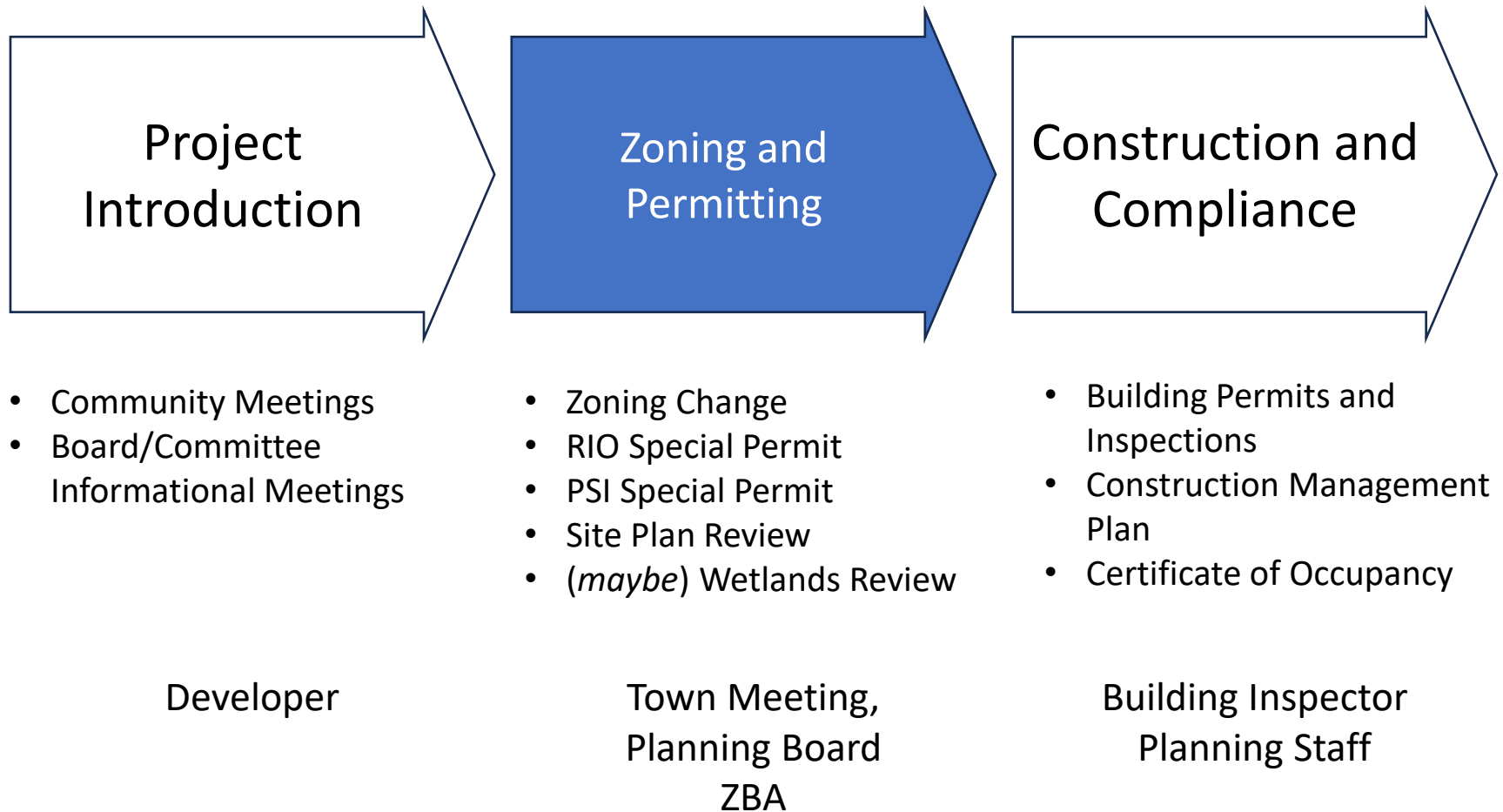
- **Introduction / Description**
- **Q & A**
- **Initial Task Force Discussion**

Intro Discussions: List of Topics

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Topic A: Overall RIO Approval Process



Topic A: Overall RIO Approval Process

Zoning and Permitting: Zoning Map Change

- ***PRIOR to Planning Board Action:***
 - Developer-driven community meetings and communications
 - Information sessions at Board/Committee Public Meetings (usually multiple iterations of plans / discussion with Planning Board and citizens)
- **Planning Board vote to sponsor the map change on TM Warrant**
 - If YES, additional changes and public meetings shepherded by P.B.
 - If NO, proponent still has opportunity for Citizen's Petition
- **Advisory Committee Analysis and Report**
- **Planning Board Zoning Public Hearing: vote to support map change**
- **Town Meeting Vote**
 - Simple Majority - Any zoning change that includes affordable housing
 - A RIO requires a simple majority vote because of Inclusionary Zoning Bylaw that states a RIO project must include 15%/5% affordability

Topic A: Overall RIO Approval Process

Zoning and Permitting: RIO Special Permit (Planning Board)

- **Purpose: Compliance with RIO Bylaw provisions**
- **Components of Permit**
 - Project must meet requirements for permitted uses, lot size, open space, density, building height and setbacks, signage, off-street parking etc.
 - Planning Board may waive specific dimensional requirements if project receives a memo from the Design Review Board noting the project is consistent with design criteria in Section 5.5; provides or contributes to pedestrian and bicycle amenities; provides or contributes to pedestrian or public transit amenities; provides or contributes toward creation of a village center, town green or mini-park within or adjacent to RIO.

Topic A: Overall RIO Approval Process

Zoning and Permitting: PSI Special Permit (Planning Board)

- **Purpose: Municipal Systems Impact Analysis**
- **Looks at impact of the project on:**
 - Water
 - Sewer
 - Storm drainage
 - Electric
 - Traffic
 - Intersections
 - Sidewalks and footways
 - Building occupant life safety
 - Refuse disposal and recycling

Topic A: Overall RIO Approval Process

Zoning and Permitting: *Site Plan Review (Zoning Board of Appeals)*

- Purpose: Review projects based on criteria outlined in respective components of the bylaw.
- General Components of Review:
 - Site Features / Site Development / Plot Plan
 - Grading and Drainage
 - Utilities
 - Landscaping / Parking
 - Architecture (floor plans and elevations)
 - Subsurface Conditions

Topic A: Overall RIO Approval Process

Communications Protocol

Permitting Stage	Event(s)	State Law / Requirements	Standard Practice (today)
Zoning Map Change	Planning Board Informational Meetings	<ul style="list-style-type: none"> • P.B. Meeting Agenda 	<ul style="list-style-type: none"> • P.B. Meeting Agenda; Info. on PB website; • Notice in “The W” • Email to TMMs in affected and nearby precincts
Zoning Map Change	Planning Board vote to put on TM Warrant	<ul style="list-style-type: none"> • P.B. Meeting Agenda 	<ul style="list-style-type: none"> • P.B. Meeting Agenda; Info. on PB website • Notice in “The W” • Email to TMMs in affected and nearby precincts
Zoning Map Change	Planning Board Zoning Public Hearing	<ul style="list-style-type: none"> • P.B. Meeting Agenda; Public Hearing notice advertised in print newspaper; 	<ul style="list-style-type: none"> • P.B. Meeting Agenda; Public Hearing notice advertised in print newspaper and Swellesley Report; Info. on .P.B website • Notice in “The W” • Email to TMMs in affected and nearby precincts • Post Card mailed to addresses within 1,000 feet

Topic A: Overall RIO Approval Process

Communications Protocol *(continued)*

Permitting Stage	Event(s)	State Law / Requirements	Standard Practice (today)
RIO Special Permit	Planning Board Public Hearing	<ul style="list-style-type: none"> • P.B. Public Hearing Notice advertised in print newspaper • Post card to addresses within 300 feet 	<ul style="list-style-type: none"> • P.B. Public Hearing Notice advertised in print newspaper and Swellesley Report • Info. on P.B website • Notice in “The W” • Post Card mailed to addresses within 1,000 feet • Email to TMMs in affected and nearby precincts
PSI Special Permit	Planning Board Public Hearing	<ul style="list-style-type: none"> • P.B. Public Hearing Notice advertised in print newspaper • Post card to addresses within 300 feet 	<ul style="list-style-type: none"> • P.B. meeting notice / agenda advertised in print newspaper and Swellesley Report • Info. on P.B website • Notice in “The W” • Post Card mailed to addresses within 1,000 feet • Email to TMMs in affected and nearby precincts

Topic A: Overall RIO Approval Process

➤ Discussion & Questions

Intro Discussions: List of Topics

A. Overall RIO Approval Process

B. Permitted Uses

C. Proximity to Commercial and Public Transportation

D. Lot Requirements: Size, Setbacks

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Topic B: Permitted Uses In a RIO

Zoning and Permitting: Zoning Map Change

- 1. Conventional Multi-Unit Dwelling Units**
- 2. Assisted Elderly Living**
- 3. Independent Elderly Housing**
- 4. Nursing Homes and Skilled Nursing Facility**

Topic B: Permitted Uses In a RIO

1. “Conventional Multi-Unit Dwelling Units”

➤ Definitions in ZBL:

- **Dwelling Unit or “Unit”** - A room, group of rooms, or dwelling forming a habitable unit for one housekeeping unit with facilities for living, sleeping, food storage and/or preparation and eating, and which is directly accessible from the outside or through a common hall without passing through any other dwelling unit.

OTHER CONNECTED DEFINITIONS

- **Conventional Units** - Dwelling Units available to the general public on the open market without price restrictions or consumer income limitations.
 - Since RIO added to IZ scope, RIO units are now both Conventional and Assisted (Affordable) Units.
- **Multi-Family Dwelling** - has the meaning provided in Section 3.6 for use in Sections 3.6 and 3.6.1 (Smart Growth Overlay District)
 - *Multi-Family Dwelling - A residential building containing four or more Dwelling Units*

SUMMARY: “Conventional Multi-Unit Dwelling Units” is not perfectly defined

Topic B: Permitted Uses In a RIO

2. Assisted Elderly Living

➤ Definition in ZBL:

- **Assisted Elderly Housing** - A building or group of buildings that have on site medical, convalescent and nursing facilities for the residents but in all other manners is consistent with the definition and uses permitted for independent elderly housing projects.

SUMMARY: “Living” and “Housing” are meant to mean the same thing, but still are not the exact same words

Topic B: Permitted Uses In a RIO

3. Independent Elderly Housing

➤ Definition in ZBL:

- **Independent Elderly Housing** - A building or group of buildings containing dwellings where the occupancy of the dwellings is restricted to persons 62 years of age or older or couples where either partner is 62 years of age or older. Independent elderly housing may include support services such as central dining, cleaning, linen, laundry and other personal support services. Further they may provide convenience retail services if said facilities do not have any exterior signs and comprise not more than 2% of the total floor area of the development. Independent Elderly Housing may include a medical service station for a house physician but not on site convalescent or nursing facilities. However, this definition shall not prevent independent elderly housing units from being developed as a distinct element in a larger development that includes assisted elderly housing units are on separate floors or separate buildings.

Topic B: Permitted Uses In a RIO

4. Nursing Homes and Skilled Nursing Facility

➤ Definition in ZBL:

- **Nursing Homes and Skilled Nursing Facility** - A building housing a facility licensed to provide full time long term accommodation and a combination of personal and health care services in a supervised environment. Said facilities shall provide long term intensive, skilled and supportive nursing care, convalescent or chronic care to individuals who, by reason of advanced age, chronic illness, or infirmity, are unable to care for themselves. The facilities may contain common areas for therapy, recreation and dining; further the facilities may also include on-premise medical offices and treatment facilities related to the care of the tenants. For the purposes of this Bylaw, it includes: extended care facility, intermediate care facility, convalescent home and rest home.

Topic B: Permitted Uses In a RIO

➤ Discussion & Questions

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Topic C:

Proximity to Commercial and Transportation

RIO Bylaw, Section A: Purpose

“To provide a residential reuse incentive for a parcel or parcels greater than one acre located in close proximity to the Town’s Commercial Districts and public transportation.”

Topic C:

Proximity to Commercial and Transportation

Commercial Districts Definition in ZBL

➤ Section 1.3: Definitions

- **Commercial Districts** – has the meaning provided in Section 5.18 for use in Section 5.18.

➤ Section 5.18: Signs

- **Commercial Districts** – Shall refer to the Business Districts, Business Districts A, Industrial, Industrial A, Lower Falls Village Commercial District, and Wellesley Square Commercial District.

Topic C:

Proximity to Commercial and Transportation

Precedence in Law for a Specific Distance Definition

½ Mile

➤ Section 1.3 Definitions

- **MBTA Community Project** – “... and is located within ½ mile of MBTA Commuter Rail Station, ...”

➤ Model MA ADU Law (but not Wellesley 5.13 Accessory Dwelling Units)

- **Parking Regulations** are allowed to be different/less if the ADU is within ½ mile of Commuter Rail
- Not relevant in Wellesley for ADUs - because we define no parking requirements for ADUs in the first place

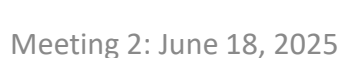
Topic C:

Proximity to Commercial and Transportation

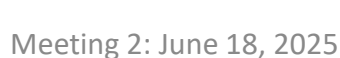
Public Transportation

- Commuter Rail Stations
- MWRTA Fixed Bus Line
- MWRTA Catch Connect Service

Wellesley Square Station

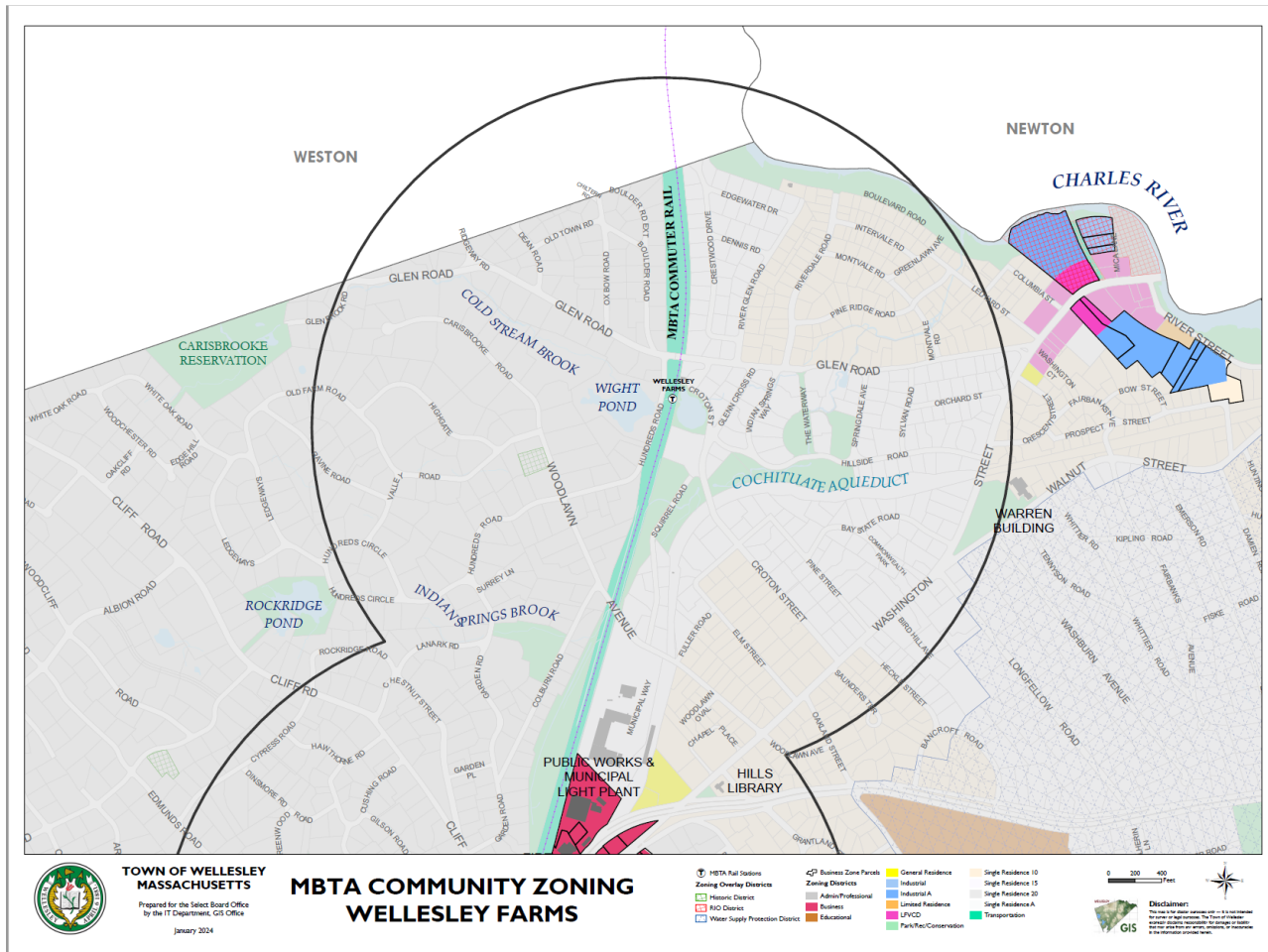


Wellesley Hills Station



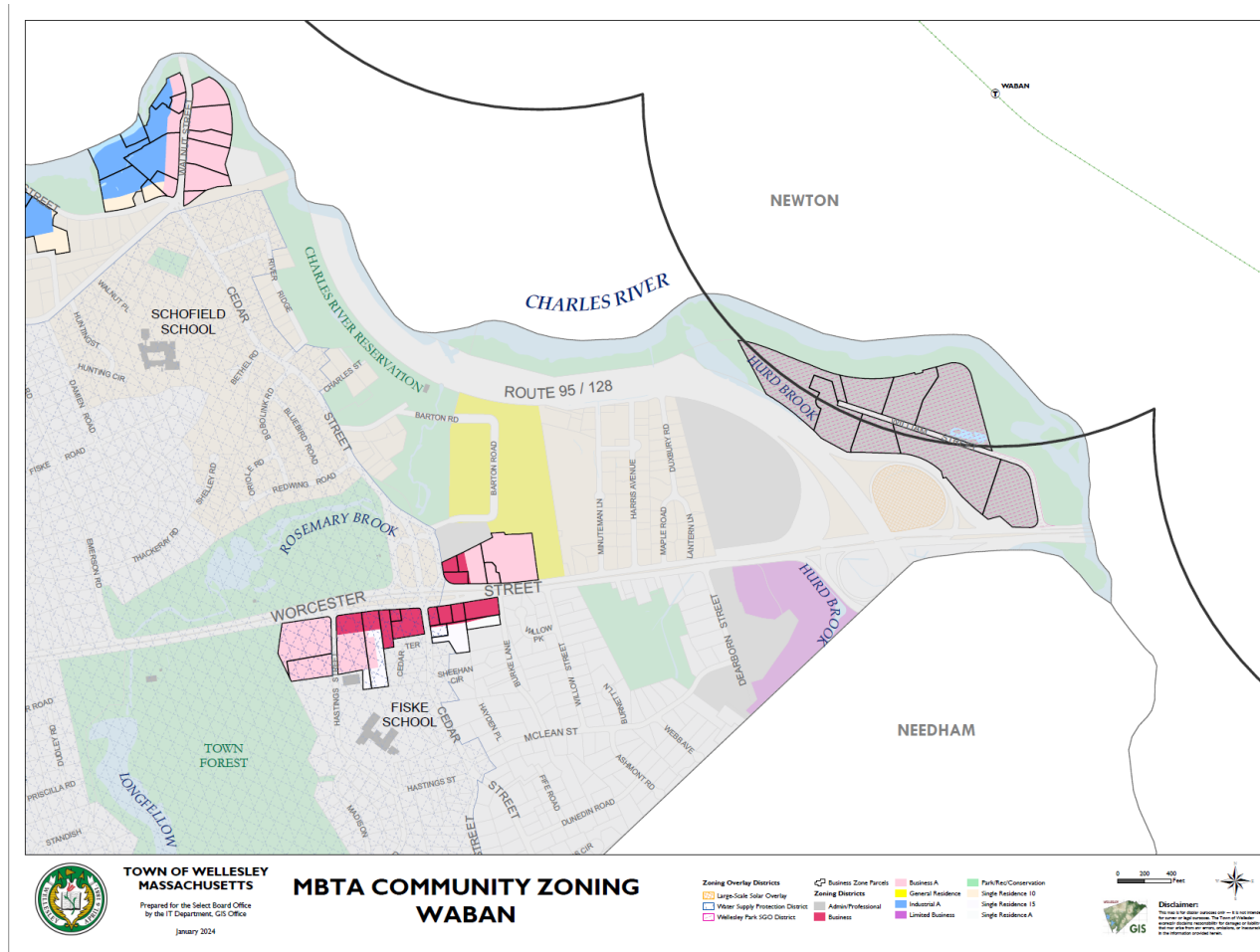
Topic C: Proximity to Commercial and Transportation

Wellesley Farms Station



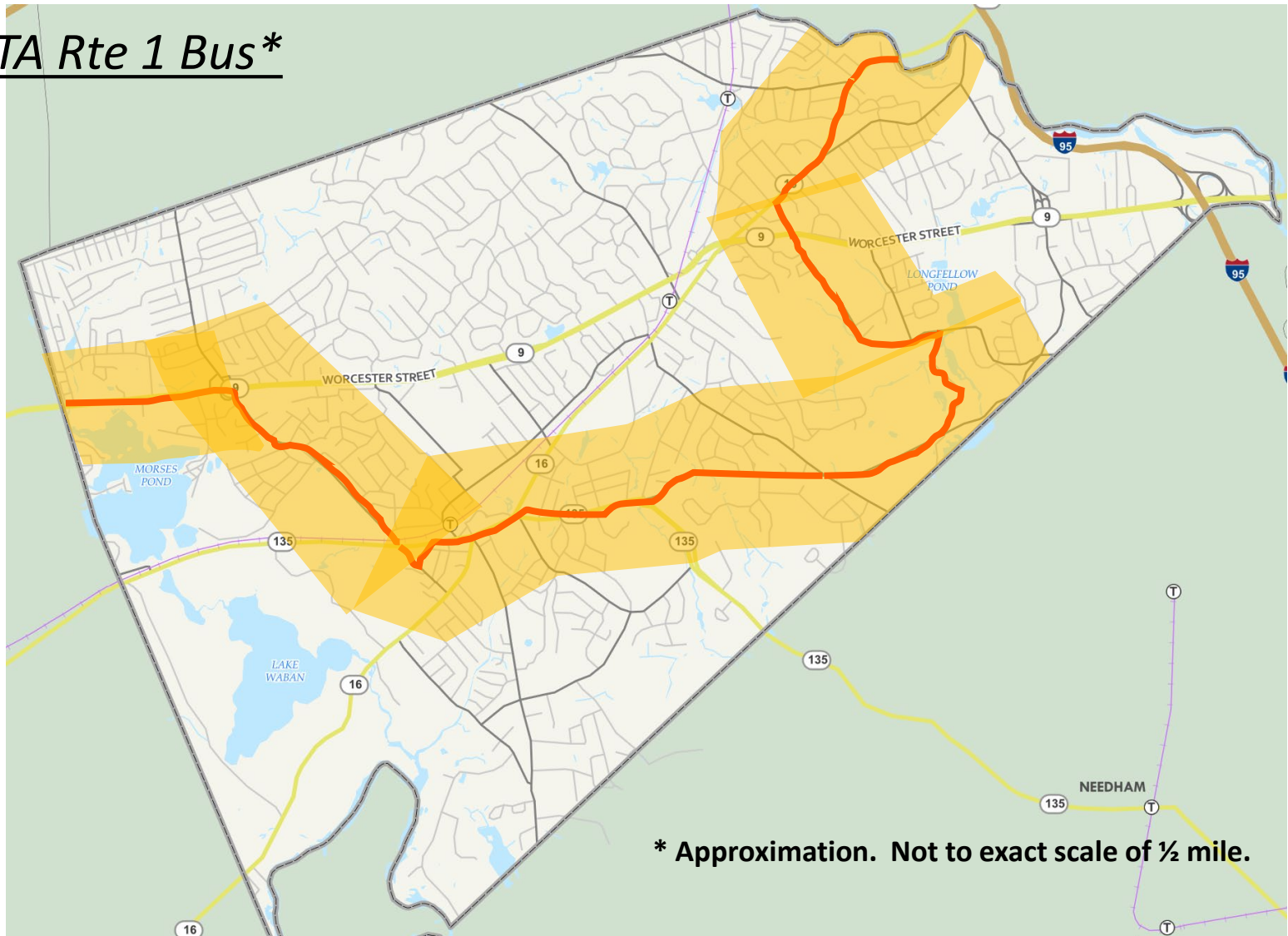
Topic C: Proximity to Commercial and Transportation

Waban Green Line



Topic C: Proximity to Commercial and Transportation

MWRTA Rte 1 Bus*



Topic C:

Proximity to Commercial and Transportation

Potential Other Considerations

- Commercial Districts **AND** public transportation?
- Near Train Stations **OR** MWRTA Bus Line?
- What if a parcel “logically” fits but is 0.51 miles? Can/should there be a special action to approve it?
- How to consider the fact that Bus routes periodically change?
 - Within last ~3 years, Route 1 changed from Mass-Bay / Barton Road / Lower Falls (rather than current route of Mass Bay / Oakland & Washington Sts. / Lower Falls).
 - Bus routes have travelled, in the past, down Rte 9 East of Weston Road and down Washington Street through Wellesley Square and Wellesley Hills.

Topic C:

Proximity to Commercial and Transportation

➤ Discussion & Questions

Next Meeting

Wednesday, July 9
Great Hall / Town Hall
7:00

Meeting 3 Focus

➤ Continued Review of the RIO Bylaw

A. Overall RIO Approval Process

B. Uses

C. Proximity to Commercial and Public Transportation

D. Lot Requirements: Size, Setbacks

E. Building Requirements: Height, FAR, other

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H. OTHER: Signs, Parking, Off-Street Parking, etc.

(if time)

➤ Public Comments at Next Meeting

Reminders

- **Oath of Office – Town Clerk**
- **Paperwork re: OML and Conflict of Interest**
- **Preferred email**
- **Meeting Materials on Planning Board website**
- **Questions, Comments and Suggestions, etc.**