

Memorandum



To: Michael T. Marcucci, Chair, Board of Selectmen
CC: George N. Lester, Chair, Planning Board
Michael Sullivan, Town Administrator
Courtney Starling, Community Opportunities Group
From: Sarah Raposa, Town Planner
Date: July 19, 2018
Re: Senior Housing Overlay District / Special Town Meeting

Attached please find the draft “Senior Housing Residential Development Overlay District” bylaw prepared by Community Opportunities Group for consideration at a Special Town Meeting to be scheduled for Fall 2018.

The draft seeks to provide opportunity for a broader spectrum of housing options in Medfield specifically for people over 62. Housing typologies include: Assisted Living, Continuing Care Communities, in addition to detached cottages, duplexes, townhomes and multifamily dwellings and are required to be designed appropriately for the needs of older people, with and without disabilities. The Planning Board is the Special Permit Granting Authority and incorporates their new special permit review criteria (adopted in 2017).

October STM Target Dates (in accordance with MGL Ch 40A §5 and Medfield Town Charter)	
SENIOR HOUSING OVERLAY	
July 31, 2018	BoS reviews Senior Housing Overlay District zoning amendment proposal and forwards to Planning Board for public hearing
August 1, 2018	Draft warrant articles submitted to Board of Selectmen, Warrant Committee & Building Commissioner (mlu-form7pbn - AG public hearing notice form) A Notice of Public Hearing is published in newspaper of general circulation for two successive weeks, posted at Town Hall, and sent to DHCD, MAPC, and the Planning Boards of abutting towns. <ul style="list-style-type: none">• Legal Ad due to Medfield Press: August 17, 2018 (earlier if possible [August 10, 2018] due to large size and

	<p>formatting requirements for newspaper).</p> <ul style="list-style-type: none"> • Legal Ad #1: August 24, 2018 • Legal Ad #2: August 31, 2018
September 10, 2018	PB Public Hearing #1
September 24, 2018	PB Public Hearing #2 (vote out final language to BoS)
September 25, 2018	<p>Final language of zoning articles review by Board of Selectmen. Language voted out by PB due to BoS by Monday, September 24, 2018.</p> <p><i>"Not before 180 days prior to TM"</i>: Public Hearing is held by the Planning Board (and continued to a date certain, if needed). For Annual Town Meeting, the final zoning language must be voted out by the Planning Board and submitted to the Selectmen and Warrant Committee 6 weeks before ATM.</p>
October 1, 2018	Town Meeting warrant finalized by Board of Selectmen. Notice must be posted in 5 places at least 14 days before any Special Town Meeting per Town Charter §2-6.
October 22, 2018	<p>Planning Board submits oral report with recommendations to Town Meeting.</p> <p>Town Meeting votes on zoning amendment proposal. (Attorney General approval can take up to 90 days.)</p>

Decisions required:

- Ok to proceed with draft bylaw?
- Does this timeline work ok for the Board?
- Should the entire text be published in the newspaper or a summary and provide online and hard copies for pick-up at Town Hall / Library / The Center?

Article 14

§300.14.17 Senior Housing Residential Development Overlay District

Comment [SR1]: Add a row in Use Table

Purpose and Intent: The purpose of this bylaw is to provide diverse and appropriate housing opportunities to meet the needs of people as they age and/or become disabled. Housing developed under this article should be located near services and encourage housing types, floor plans, and levels of affordability that are appropriate to serve these population groups. The housing should be designed in such a way as to promote cohesive neighborhoods, consistent in character with traditional New England architecture and shall utilize best practices with respect to minimizing environmental impacts.

A. Definitions: The following definitions shall apply to this section of the Medfield Zoning Bylaw:

- a. **Assisted Living Residence:** a system of housing offering limited care that is designed for seniors and/or disabled persons who require some assistance with daily activities but do not require full time nursing care. There shall be no more than fifty (50) beds or units within an assisted living residence.
- b. **Continuing Care Retirement Community:** a residential development containing cottages, two family dwellings, and/or townhouses, and which shall include an assisted living residence, and may include a skilled nursing facility or physical rehabilitation facility with not more than one-hundred (100) beds.
- c. **Cottage Dwelling:** a single-family home, measuring no more than two-thousand (2,400) square feet of net floor area, designed to accommodate aging or disabled households. Dwellings should feature zero-step entrances, doorways at least 36" wide, and covered parking.
- d. **Multifamily Dwelling:** a dwelling containing at least three (3) and no more than twenty (20) units within an individual building. Any multifamily building more than one story tall must be serviced by an elevator and have an accessible primary entrance. More than one multifamily building may be placed on a lot provided there is at least thirty (30) feet separating each building.
- e. **Senior Housing Residential Development:** A development containing cottages, two-family, townhouse, or multifamily dwellings; assisted living residences, or continuing care retirement communities utilizing universal design and providing for visitability created under this section.
- f. **Two-family Dwelling:** a dwelling designed to accommodate two residential units, separated by either walls or floors.
- g. **Townhouse Dwelling:** a dwelling designed to accommodate up to six (6) residential units, separated by walls. Townhouses must have zero-step entrances, doorways at least 36" wide, and covered parking. More than one townhouse building may be placed on a lot provided there is at least fifteen (15) feet separating each building.
- h. **Universal Design:** a broad-spectrum of design principles meant to produce buildings, products and environments that are inherently accessible to older people, people without disabilities, and people with disabilities.
- i. **Visible:** housing designed in such a way that it can be lived in or visited by people who have trouble with steps or who use wheelchairs or walkers.

Comment [SR2]: Can a CCRC be one large building like North Hill?

Comment [SR3]: 2,000 or 2,400?

Comment [CS4]: Net floor area definition includes basements.

Comment [SR5]: FLOOR AREA, NET
The sum of the areas of the several floors of a building, measured from the exterior faces of the walls, including basement areas. It does not include unenclosed porches, or attics not used for human occupancy or any floor space in accessory buildings or in the main building intended and designed for the parking of motor vehicles in order to meet the parking requirements of this Bylaw, or any such floor space intended and designed for accessory heating and ventilating equipment.
FLOOR AREA RATIO (F.A.R.)
The ratio of the net floor area of the principal building to the total lot area.

B. Applicability

- 1. In the RU, RT, RS, and BI zoning districts, the provisions of this section may be applied to the following uses:
 - a. Any project requiring a special permit under Section 300 Attachment 1.1.4 that results in a net increase of six (6) or more dwelling units, as measured over a ten-year time period, whether by new construction or by the alteration, expansion, reconstruction, or change of existing residential or non-residential space; and
 - b. Any project that is intended for people age 62 or over and/or disabled people of any age and their respective households. As such, buildings and site improvements in a Senior Housing Residential Development shall provide for visitability and universal design in accordance with the provisions of this bylaw.
- 2. In the RU, RT, RS, and BI zoning districts, the provisions of this section may be applied to lot(s) meeting the following criteria:

Comment [CS6]: Addresses minor children issue. Age limit raised to 62 from 55.

- a. A minimum lot area of 3 acres for cottage dwellings, two-family dwellings, townhouse dwellings, and independent living units.
- b. A minimum lot area of 5 acres for an Assisted Living Residence.
- c. A minimum lot area 10 of acres for a Continuing Care Retirement Community.
- d. A minimum of 150 feet of frontage on a public way, or lot in Municipal Use for which an access easement for the proposed Senior Housing Residential Development will be provided.
- e. Existing public water and sewer available at the street frontage; or lots that will be served by public water and sewer prior to the issuance of a Certificate of Occupancy as part of the development proposal.
- f. A location within 2,000 feet of the Medfield Senior Center, Town Hall, Public Library, Veteran’s Services, private medical offices, grocery stores, pharmacies, and/or other service providing amenity as measured from the nearest lot line.

Comment [CS7]: Minimum lot area is defined in the Table of Dimensional Requirements: Minimum lot area shall be calculated to include only contiguous land which is not in wetlands (see definition of "wetlands" in § 300-2.1); which is not in the Watershed and/or Floodplain District; nor in a detention pond, retention pond, or open drainage structure; and which does not have a slope greater than 20% for a distance of 50 feet in its natural and unaltered state. A lot which fails to meet these requirements by reason of excessive slope shall be subject to a special permit from the Board of Appeals as set forth in § 300-14.10

C. **Special Permit:** The development of any project set forth in Subsection A (above) shall require the grant of a Special Permit from the Planning Board. A Special Permit shall be granted if the proposal meets the requirements of this section of the Medfield Zoning Bylaws, and those requirements for Site Plan review under Section 300-14.12 and Special Permits by the Planning Board under Section 300-14.15.

Comment [CS8]: Raised from 2 to 3 acres – reduces possible sites to about 60 lots (w/o measuring for frontage or location near amenities).

D. **Uses:**

- a. Cottage Dwellings
- b. Two-Family Dwellings
- c. Townhouse Dwellings
- d. Multifamily Dwellings
- e. Assisted Living Residence, with or without memory care
- f. Continuing Care Retirement Community (CCRC)
 - i. A CCRC may include the following nonresidential uses primarily for the benefit of residents and their guests, provided that aggregate floor area for the nonresidential uses shall not exceed ten percent (10%) of the total gross floor area of the buildings in the development These uses shall be incidental and subordinate to the principal residential uses in the Senior Housing Residential Development.
 - 1. Retail, up to a maximum of 5,000 sq. ft.
 - 2. Personal services
 - 3. Medical office or clinic
 - 4. Adult day care center
 - 5. Community center or senior center
- g. A Senior Housing Residential Development may also include the following uses:
 - i. Accessory uses for residents, employees, and guests, such as central or common dining facilities or laundry facilities, or indoor or outdoor recreation facilities
 - ii. Conservation or agricultural uses

Comment [CS9]: Ice House Rd. extension owned by Town of Medfield. Municipal use is defined term in bylaw. Hinkley has 150' of frontage.

Comment [SR10]: MUNICIPAL USE
The use of any building, facility, or area owned or leased and operated by the Town of Medfield for the general use and welfare of the Town, its inhabitants or businesses located within the Town.

Comment [CS11]: Clarifies all applicable standards per Mark C.’s concerns.

E. **Dimensional Requirements**

a. A Senior Housing Residential Development shall have the following density regulations:

Use	Maximum Density	Maximum Height
Cottage Dwellings	5 units/acre	32'
Two-Family Dwellings	8 units/acre	32'
Townhouse Dwellings	10 units/acre	35'
Multifamily Dwellings	15 units/acre	45'
Assisted Living Facility	50 beds or units	45'
CCRC	As noted above, plus maximum of 100 beds in a skilled nursing facility	45'

Comment [CS12]: Max 21 units at Hinkley. Roughly 8,700 s.f. lots.

Densities reduced from 8/10/15/20 units per acre (cottages, twos, townhouses, multi fam respectively) to 5/8/10/15).

- b. Maximum building area shall not exceed thirty-five percent (35%) of the lot area for new construction or expansion of existing buildings.
- c. The minimum amount of open space must be at least thirty-five percent (35%) of the lot area, inclusive of wetlands and uplands. At least seventy percent (70%) of that open space must be usable open space for passive or active recreation exclusive of wetlands and uplands.
- d. The following setbacks shall apply to all lot lines within a Senior Housing Residential Development.

	RU	RT	RS	BI
Cottage & Two-Family Dwellings	15'	25'	30'	35'
Townhouse Dwellings	20'	30'	35'	35'
Multifamily Dwellings	25'	35'	40'	40'
Assisted Living Facility	50'	50'	50'	50'
CCRC	50'	50'	50'	50'

- i. Nothing in this section shall preclude the Planning Board from waiving setback requirements from lot lines or between buildings should it be determined that a reduced setback is necessary to achieving the purposes of this section and such a waiver shall not have a detrimental impact on the neighborhood.
 - ii. Senior Housing Residential Developments with lot lines abutting single family homes must maintain an additional 25' setback along those lot lines.
- e. The following off-street parking requirements shall apply to any Senior Housing Residential Development:
 - i. Cottage, Two-Family, and Townhouse Dwellings – 1.5 spaces per unit
 - ii. Multifamily Dwellings – 1 space per unit
 - iii. Assisted Living Facility – 1 space per two (2) beds
 - iv. CCRC – 1 space per two (2) beds within a skilled nursing facility, plus parking requirements as noted above.
 - v. Guest Parking – 1 space per three (3) units or three (3) beds, as applicable.

Comment [CS13]: Reduced from 2 to 1.5 per PB comment

F. Additional Requirements

- a. All dwellings in a Senior Housing Residential Development must be subject to an age restriction described in a deed/deed rider, or restrictive covenant, and shall be reviewed by the Town Attorney and approved by the Planning Board. Evidence the deed restriction has been recorded at the Registry of Deeds must be submitted prior to the issuance of a Certificate of Occupancy for the Senior Housing Residential Development.
- b. No unit within a Senior Housing Residential Development may have more than two bedrooms. Floor plans featuring a first-floor master bedroom, age-appropriate or accessible bathroom facilities, and kitchen and dining facilities on the same floor as the zero-step entrance are preferred. Rooms designated as offices or bonus rooms on floor plans may not have closets or be easily convertible to bedrooms.
- c. Cottages, duplexes, and townhouses must be served by covered, indoor, or structured parking exclusive of guest parking spaces, which may be open to the elements.
- d. Entrance door widths must be at least thirty-six inches (36") wide and have a zero step entrance.
- e. Outdoor walkways, gardens, recreation areas, or other facilities must be designed for universal access.

Comment [CS14]: Note: bedroom is not a defined term in the zoning bylaw. If someone really wants to build 3 bedrooms, you'll see two bedroom + office/bonus room on the floor plans.

G. Development Standards

The Planning Board's review process shall evaluate a proposed Senior Housing Residential Development for conformance with the following minimum development standards in addition to those standards found under Section 300-14.15.e-g of the Medfield Zoning Bylaw:

- a. Senior Housing Residential Developments shall be designed to further the Town's interest in providing diverse housing opportunities with attractive and usable outdoor common areas for households of all ages and abilities.
- b. New buildings within a Senior Housing Residential Development shall utilize low impact development and energy efficient design techniques.

Comment [CS15]: Includes new multifam standards.

- c. Structures located near the project property lines shall be designed and located in a manner that reflects consistency and compatibility with neighboring areas, and shall include appropriate use of building density, heights, and massing as well landscaped screening to minimize impacts on abutting properties.
 - d. Structures shall be clustered to protect open spaces, natural, and environmentally sensitive areas.
 - e. Building design shall avoid use of long, unbroken facades, and shall include use of balconies, offset walls, trellises and other design elements to provide visual interest.
 - f. Building design, colors, and materials shall generally correspond to the natural setting of the project site, and shall be compatible with the surrounding architectural vernacular of the project area.
- H. **Conflict with Other Bylaws:** The provisions of this bylaw shall be considered supplemental of existing zoning bylaws. To the extent that a conflict exists between this bylaw and others, the more restrictive bylaw/ordinance, or provisions therein, shall apply.