



## **Zoning & Planning Committee Agenda**

### **City of Newton** **In City Council**

**Monday, April 24, 2017**

**7:00PM – NOTE EARLY START**  
**Council Chamber**

PLEASE BRING YOUR BUDGET AND CIP BOOKS

#### **Items Scheduled for Discussion:**

##### **BUDGET & CIP DISCUSSIONS:**

CPA Administration  
Inspectional Services  
Planning & Development

##### **Referred To Finance and Appropriate Committees**

- #359-16(2) Submittal of the FY 2018 Municipal/School Operating Budget**  
HIS HONOR THE MAYOR submitting in accordance with Section 5-1 of the City of Newton Charter the FY18 Municipal/School Operating Budget totaling \$395,313,737 passage of which shall be concurrent with the FY18-FY22 Capital Improvement Program (#359-16). [04/10/17 @ 2:42 PM]  
**EFFECTIVE DATE OF SUBMISSION 04/18/17; LAST DATE TO PASS THE BUDGET 06/02/17**

##### **Referred to Finance and Appropriate Committees**

- #359-16 Submittal of the FY 2018 to FY 2021 Capital Improvement Plan**  
HIS HONOR THE MAYOR submitting the Fiscal Years 2018 to 2022 Capital Improvement Plan pursuant to section 5-3 of the Newton City Charter. [10/11/16 @ 11:28 AM]

##### **Referred To Finance and Appropriate Committees**

- #359-16(4) Submittal of the FY 2018 – FY 2022 Supplemental Capital Improvement Plan**  
HIS HONOR THE MAYOR submitting the FY 2018 – FY 2022 Supplemental Capital Improvement Plan. [04/10/17 @ 2:42 PM]

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The location of this meeting is accessible and reasonable accommodations will be provided to persons with disabilities who require assistance. If you need a reasonable accommodation, please contact the city of Newton's ADA Coordinator, Jini Fairley, at least two business days in advance of the meeting: [jfairley@newtonma.gov](mailto:jfairley@newtonma.gov) or (617) 796-1253. The city's TTY/TDD direct line is: 617-796-1089. For the Telecommunications Relay Service (TRS), please dial 711.

**Zoning & Planning and Finance Committees**

**#90-17**

**Transfer of \$75,000 to develop a Complete Streets Guidebook**

HIS HONOR THE MAYOR requesting authorization to transfer the sum of seventy-five thousand dollars (\$75,000) from the Planning Department Full-time Salaries Account to the Planning Department Consulting Services Account for the purpose of developing a Complete Streets Guidebook. [03/27/17 @ 2:20 PM]

**Respectfully Submitted,**

**Ted Hess-Mahan, Chair**

# Newton Community Preservation Program Fy18 Budget

## for Zoning & Planning Committee, 24 April 2017

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### Fy18 Revenue

- local surcharge
- state funds
- undesignated fund balance

### Fy18 Expenditures

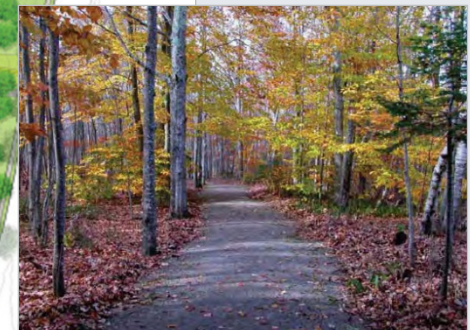
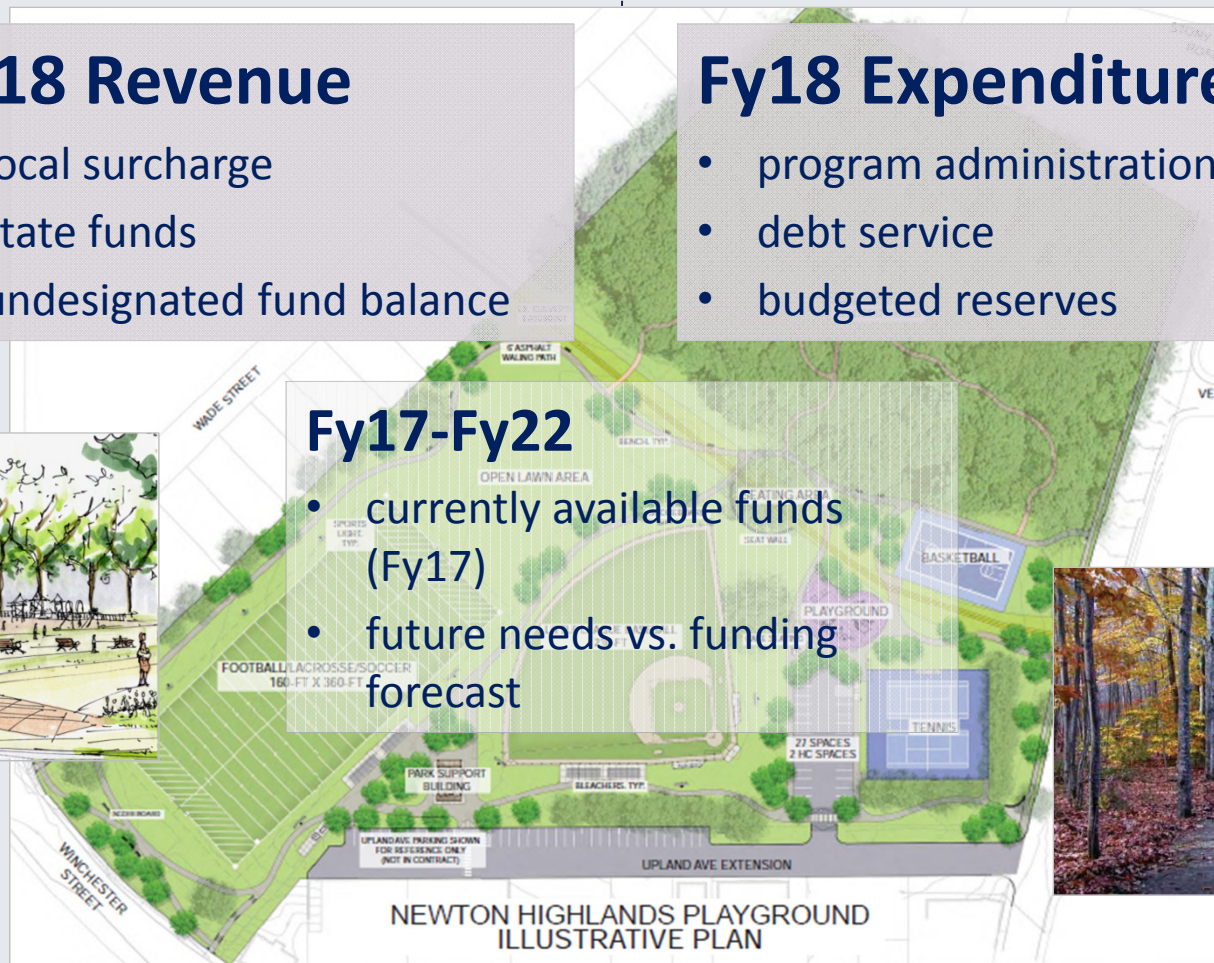
- program administration
- debt service
- budgeted reserves

### Fy17-Fy22

- currently available funds (Fy17)
- future needs vs. funding forecast



FY 17  
PROJECTS



# Newton Community Preservation Program Fy18 Budget

## Overall Revenue & Expenditures

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REVENUE	Fiscal 2017	Fiscal 2018
local CPA surcharge	\$2,915,002	\$2,987,877
state matching funds	\$426,586	\$291,500
undesignated fund balance	\$340,472	\$181,657
<b>TOTAL REVENUE</b>	<b>\$3,682,060</b>	<b>\$3,461,034</b>

### Q. What is the “undesignated fund balance”?

A. Sometimes a portion of Newton’s state CPA funding for a given year is confirmed too late to be included in that year’s budget.

We add these “lagged” state funds to the *following* year’s budget as “undesignated fund balance.”

Crescent  
Street  
Housing &  
Playground



EXPENDITURES	Fiscal 2017	Fiscal 2018
<b>PROGRAM ADMINISTRATION &amp; DEBT SERVICE</b>		
Program Administration	-\$154,767	-\$155,728
Debt Service: 20 Rogers St. (recreation) - final payment Fy17	-\$259,681	\$0
<b>BUDGETED RESERVES</b>		
Community Housing Reserve (10% of annual new funds)	-\$368,206	-\$346,103
Historic Resources Reserve (10% of annual new funds)	-\$368,206	-\$346,103
Open Space Reserve (10% of annual new funds)	-\$368,206	-\$346,103
General Reserve - all annual new funds not budgeted for purposes above.	-\$2,162,994	-\$2,266,996
<b>TOTAL EXPENDITURES</b>	<b>-\$3,682,060</b>	<b>-\$3,461,034</b>

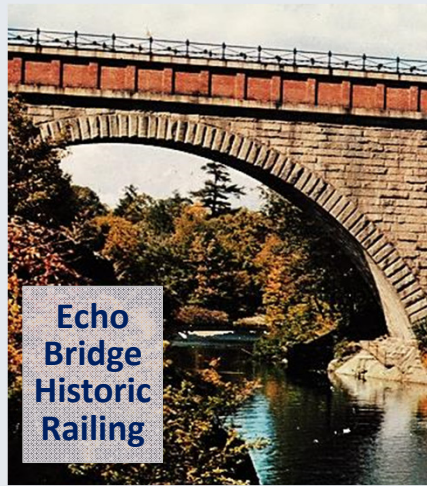
FY 17  
PROJECTS

# Newton Community Preservation Program Fy18 Budget

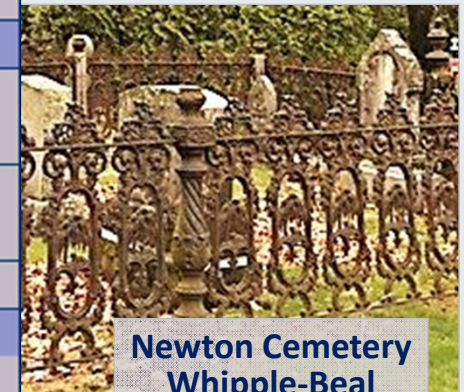
## Detail for Program Administration

3

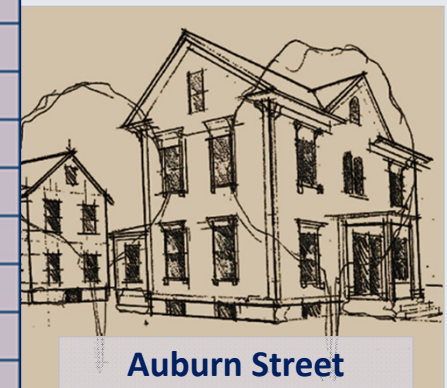
FY 17-18  
PROPOSALS



Echo  
Bridge  
Historic  
Railing



Newton Cemetery  
Whipple-Beal  
Historic Railing



Auburn Street  
Housing & Historic  
Preservation



Jackson  
Road New  
Senior  
Housing  
(existing  
shown)

Program Administration	Fiscal 2017	Fiscal 2018
<b>PERSONNEL</b>		
Program Manager (salary plus benefits)	\$108,867	\$113,328
Work by Other Depts. (mostly Housing staff in Planning)	\$7,000	\$5,500
<b>SUBTOTAL Personnel</b>	<b>\$115,867</b>	<b>\$118,828</b>
<b>OTHER</b>		
Consultants	\$22,000	\$22,000
Advertising/ Publications	\$500	\$500
Audiovisual Equipment	\$500	\$500
Computer Software	\$1,500	\$1,500
Computer Supplies	\$0	\$0
Dues & Subscriptions	\$7,900	\$7,900
Office Supplies & Equipment	\$500	\$500
Postage	\$1,000	\$500
Printing	\$3,000	\$2,500
Signs	\$2,000	\$1,000
<b>SUBTOTAL Other Expenses</b>	<b>\$38,900</b>	<b>\$36,900</b>
<b>TOTAL</b>	<b>\$154,767</b>	<b>\$155,728</b>

# Newton Community Preservation Program

## Fy16 Funded Projects & Fy17 Available Funds

as of 7 April 2017

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Community Preservation Fund AVAILABLE FUNDS	Fiscal 2016	Fiscal 2017
<b>EXPENDITURES</b>		
<b>PROGRAM ADMINISTRATION &amp; DEBT SERVICE</b>		
program administration (max 5% of current-yr new funds)	-\$117,526	-\$154,767
<i>(fy16 year-end actual, fy17 budgeted)</i>	<i>confirmed 3.4%</i>	<i>budgeted 4.6%</i>
debt service for 20 Rogers St. <i>(final payment fy17)</i>	-\$269,344	-\$259,781
<b>AVAILABLE FUNDS</b> after program administration & debt service	<b>\$11,656,624</b>	<b>\$12,070,359</b>
<b>PROJECT APPROPRIATIONS by City Council (chronological order)</b>		
<b>in FISCAL 2016 (chronological order)</b>		
Allen House Phase 2 (historic resources)	-\$2,000,000	
Cambria Road (housing)	-\$471,117	
Crescent Street Site Assessment (housing)	-\$100,000	
Museum Archives - <i>remainder of Fy15 recommendation</i>	-\$93,491	
New Art Center	-\$72,652	
WPA Mural (Newton North High School)	-\$114,900	
<b>in FISCAL 2017 (chronological order)</b>		
Newton Highlands Playground (construction)		-\$2,500,000
Crescent Street (City of Newton) [affordable housing & park] - feasibility & design		-\$260,000
TOTAL Appropriations (Current Year)	-\$2,852,160	-\$2,760,000
<b>AVAILABLE FUNDS</b> after new appropriations	<b>\$8,804,464</b>	<b>\$9,310,359</b>

Community Preservation Fund AVAILABLE FUNDS	Fiscal 2016	Fiscal 2017
<b>EXPENDITURES</b>		
<b>CPC RECOMMENDATIONS</b> pending with City Council (chronological order)		
(none currently)		
<b>AVAILABLE FUNDS</b> if all current recommendations were funded in full	<b>\$8,804,464</b>	<b>\$9,310,359</b>
<b>FULL PROPOSALS UNDER CONSIDERATION by CPC</b>		
236 Auburn Street (CAN-DO/Metro West/Price Ctr, proposed even split between historic resources & affordable housing]		-\$938,033
<b>AVAILABLE FUNDS</b> if all submitted proposals were funded in full	<b>\$8,804,464</b>	<b>\$8,372,326</b>
<b>Pre-PROPOSALS SUBMITTED to CPC</b>		
Crescent Street (City of Newton) [affordable housing & park] - construction		-\$2,440,000
Jackson Road Senior Housing (Newton Housing Authority) - <i>request may be increased significantly, to include community ctr and add'l units for households at 80%-99% of area median</i>		-\$1,000,000
Echo Bridge Historic Railing (Mass. Water Resources Authority)		-\$500,000
<b>AVAILABLE FUNDS</b> if all pre-proposals were funded in full using Fy17 funds	<b>\$8,804,464</b>	<b>\$4,432,326</b>

# Newton Community Preservation Program

## Future CPA-eligible Needs vs. Funding Forecast

as of 7 April 2017

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Info. Sources & CIP Priority Oct 2016 CPA-eligible uses:	Affordable Housing	Historic Resources	Open Space or Recreation Land	
			Acquisition	Rehabilitation
TOTAL Current Proposals + Pre-proposals & Related Proposals + Other Future Proposals ≈			(placeholder amount added by CPC staff)	
\$35,506,633	\$2,869,016	\$14,662,616	\$5,000,000	\$12,975,000
% Allocation by Resource	8%	41%	14%	37%
CPC target allocations by resource, ± 5%:	30%	25%	20%	20%
FIVE-YEAR FORECAST: Total Available Funds for Fy17-21 ≈ \$24,513,987				
target allocations – 5%	\$6,128,497	\$4,902,797	\$3,677,098	\$3,677,098
target allocations + 5%	\$8,579,896	\$7,354,196	\$6,128,497	\$6,128,497
TEN-YEAR FORECAST: Total Available Funds for Fy17-26 ≈ \$41,233,856				
target allocations – 5%	\$10,308,464	\$8,246,771	\$6,185,078	\$6,185,078
target allocations + 5%	\$14,431,850	\$12,370,157	\$10,308,464	\$10,308,464

## Newton Community Preservation Program Overview

optional handouts for Zoning & Planning Committee, 24 April 2017

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- A. **sources of funds** (CPA statute & Newton's program)
- B. **uses of funds** (CPA statute & Newton's program)
- C. **Newton's funding guidelines & process**
- D. **reports available on Newton's CPA program website**

On April 24, I will NOT present the following pages, but I'll be happy to answer questions about them.

Alice Ingerson, Community Preservation Program Manager,  
617.796.1144, aingerson@newtonma.gov,

## The Community Preservation Act

### A. Sources of CPA Funds

<b>bonds</b>	debt financing: CPA communities may sell bonds backed by their future local surcharge revenue but may not borrow against their future state matching funds.
<b>other local</b>	<p>(including interest)</p> <p>Since 2012, communities that adopt at least a 1% surcharge may also adopt a revised version of the CPA to count toward their state match additional local revenue from the following sources. <b>Newton has not done this.</b> ✓</p> <ul style="list-style-type: none"> <li>• hotel taxes</li> <li>• linkage &amp; inclusionary zoning payments</li> <li>• sale of municipal property</li> <li>• parking fines</li> <li>• private gifts for CPA-eligible purposes</li> <li>• other pre-existing local funds for CPA-eligible purposes</li> <li>• but not state or federal funds</li> </ul>
<b>state</b>	<p><b>matching funds</b> from fees paid to the Registry of Deeds; maximum 100% match for local funds <b>Newton's most recent match was 20.6%.</b> ✓</p> <p>As of 2013, the state legislature may (but is not required to) add \$25 million from each year's state budget surplus.</p> <p>1% communities participate in only the 1<sup>st</sup> round state match each year; communities that raise more locally participate in the 1<sup>st</sup>, 2<sup>nd</sup> and in some cases 3<sup>rd</sup> rounds.</p>
<b>local</b>	<p><b>surcharge on local real estate taxes</b></p> <p>maximum 3%, minimum 1% <b>Newton's surcharge is 1%.</b> ✓</p> <p>Communities may also adopt a range of exemptions for both residential and commercial/ Industrial properties. <b>Newton has no exemptions.</b> ✓</p>

## Newton's Community Preservation Program

### A. Calculating Newton's CPA Surcharge - 2016

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a single-family house worth \$850,000.00

paid annual property taxes of \$ 9,673.00

plus a 1% CPA surcharge of \$ 96.73

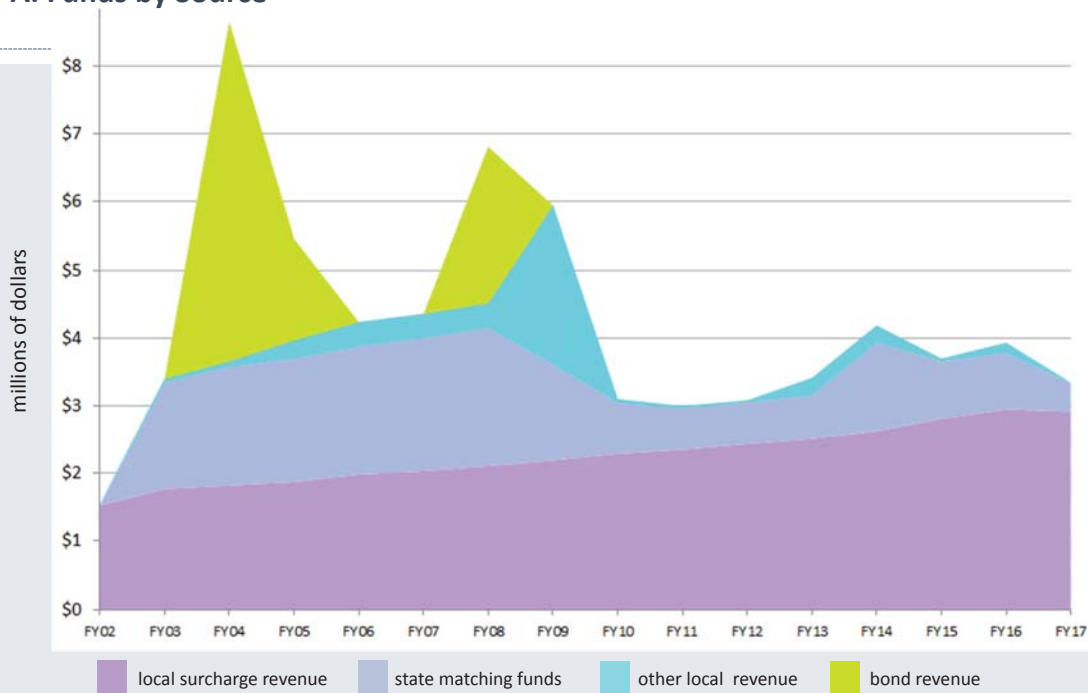


Newton, Massachusetts, Community Preservation Program

[www.newtonma.gov/cpa](http://www.newtonma.gov/cpa)

## Newton's Community Preservation Program

### A. Funds by Source



Newton, Massachusetts, Community Preservation Program

[www.newtonma.gov/cpa](http://www.newtonma.gov/cpa)

## The Community Preservation Act

### B. Allowable Uses of Funds

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**NOT EVERY USE for  
EVERY RESOURCE**

**Community  
Housing**

**Historic  
Resources**

**Open  
Space**

**Recreation  
Land**

#### Real property

- if acquired with CPA funds, must be owned by local government
- the CPA-eligible use must be permanent & protected by a deed restriction

#### CPA funds are for capital improvements, which

- materially add to or appreciably prolong the useful life of real property
- are permanently affixed so that removal would cause material damage
- are intended to remain for an indefinite period of time

**CPA funds “shall not replace existing operating funds, only augment them. “**

#### CPA funds may not be used for

- maintenance = incidental repairs that keep the property in a condition of fitness, efficiency or readiness
- artificial turf; land for horse or dog racing; or a stadium, gymnasium or similar structure

## The Community Preservation Act

### B. Allowable Uses of Funds

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**NOT EVERY USE for  
EVERY RESOURCE**

**Community  
Housing**

**Historic  
Resources**

**Open  
Space**

**Recreation  
Land**

NOT EVERY USE for EVERY RESOURCE	Community Housing	Historic Resources	Open Space	Recreation Land
<b>ACQUIRE</b>	YES	YES	YES	YES <sup>B</sup>
<b>CREATE</b>	YES	NO	YES	YES
<b>PRESERVE</b>	YES	YES	YES	YES
<b>SUPPORT</b>	YES <sup>C</sup>	NO	NO	NO
<b>REHABILITATE/ RESTORE</b>	YES <sup>D</sup>	YES <sup>E</sup>	YES <sup>D</sup>	YES

A. real property acquired with CPA funds must be owned by the local government

B. convert land never used for recreation, or not used recreationally for a very long time

C. including funds for an affordable housing trust

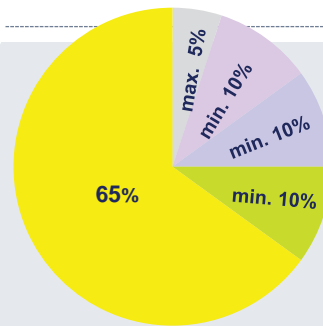
**D.** IF the resource was acquired or created with CPA funds in the first place

E. projects must use National Park Service guidelines

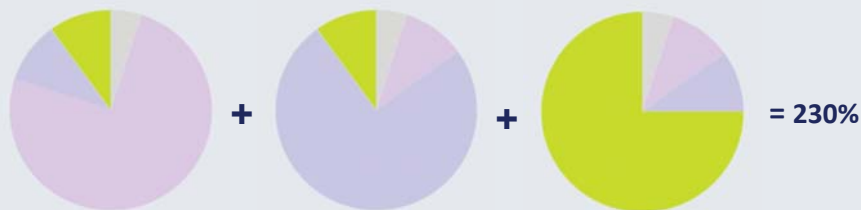
## The Community Preservation Act

### B. Required Uses of Funds

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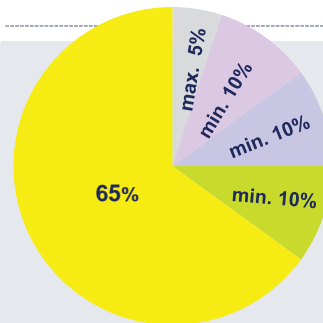
The "general" 65% can be spent on any resource ... but not on every resource!



## The Community Preservation Act & Newton's Program

### B. Required & Targeted Uses of Funds

13

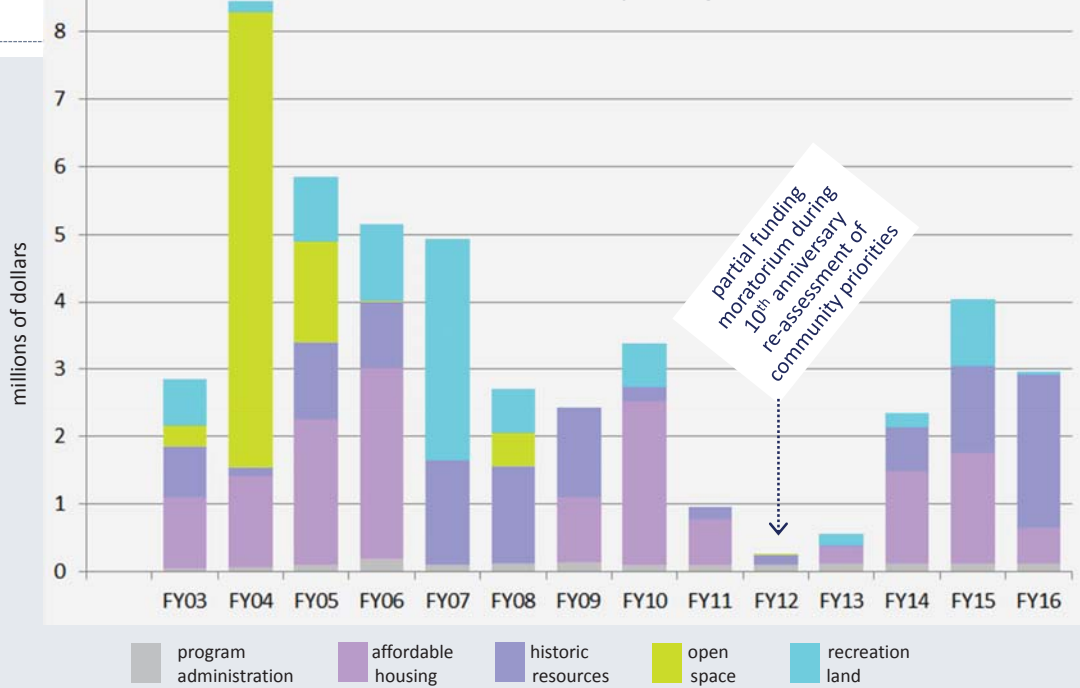


Based on community feedback, Newton's CPA program aims to allocate funds among all eligible resources. The CPC applies these targets flexibly, over multiple years – *not* as annual quotas.

Allocation Targets: Balancing Funds Among CPA-Eligible Resources		± 5%
affordable housing: development		30
historic resources: all purposes		25
open space & recreation land: acquisition		20
open space & recreation land: rehabilitation / capital improvements		20
total, min. - max.		75-115%

## Newton's Community Preservation Program

### B. Cumulative Allocation of Funds – Statutory Categories

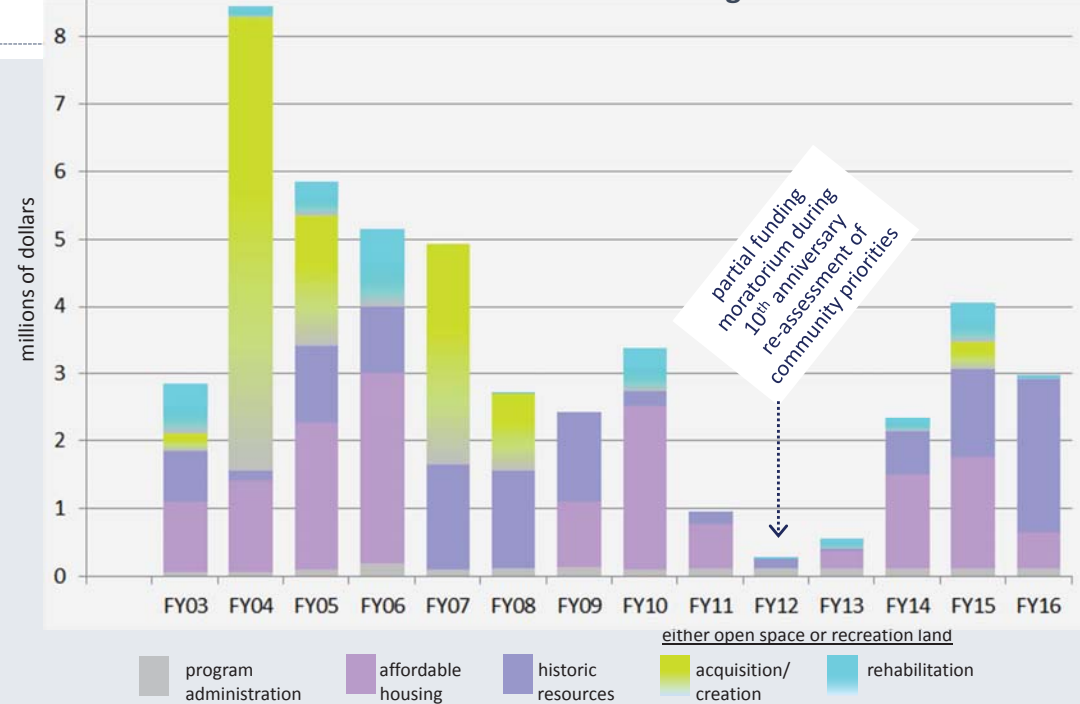


Newton, Massachusetts, Community Preservation Program

[www.newtonma.gov/cpa](http://www.newtonma.gov/cpa)

## Newton's Community Preservation Program

### B. Cumulative Allocation of Funds – Alternative Categories



Newton, Massachusetts, Community Preservation Program

[www.newtonma.gov/cpa](http://www.newtonma.gov/cpa)

## Newton Community Preservation Plan

### C. Funding Guidelines

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1. Use community-wide plans to guide funding decisions.
2. Balance the allocation of funds across all eligible resources & allowable uses.
3. Require proven capacity for project management & long-term maintenance.
4. Evaluate results to ensure accountability & improve future projects.

## Newton Community Preservation Plan

### C. Funding Guidelines

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Allocation Targets: Balancing Funds Among CPA-Eligible Resources	± 5%
affordable housing: development	30
historic resources: all purposes	25
open space & recreation land: acquisition	20
open space & recreation land: rehabilitation / capital improvements	20
total, min. - max.	75-115%

CPA Appropriateness
core public services & assets: appropriate for funding from core public revenue (not CPA)
special public or community projects: appropriate for full CPA funding
public-private partnerships: appropriate for partial CPA funding that will leverage other funds
philanthropy: appropriate for entirely private funding (not CPA)

Expected Share of Non-CPA Funding	
projects on public property, with broad or City-wide public benefits	less
projects on public property, with narrower or mostly single-neighborhood benefits	more
projects on private property, with broad public benefits (including affordable housing)	more
projects on private property, with narrower but still significant public benefits	most

# Newton's Community Preservation Program

## C. Funding Process



# Newton Community Preservation Program

## D. reports available on Newton CPC website

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[www.newtonma.gov/cpa](http://www.newtonma.gov/cpa)

<b>News, Calendar, Contact</b>	(same as "home" -- calendar lists all agenda & funding deadlines)	
<b>About the CPA</b>	(state statute, Newton's ordinance, etc.)	
<b>Committees &amp; Meetings</b>	(CPC agendas, packets, minutes; CPC members; City Council committees)	
<b>Guidelines &amp; Forms</b>	(proposal instructions, sample forms, community plans to reference, etc.)	
<b>Proposals &amp; Projects</b>	(each project page has links to full-text major documents)	
<b>Reports &amp; Presentations</b>  <b>Community Preservation Plan</b> (funding guidelines, future proposals vs. funding forecasts)	<b>Current Status Reports</b>	Pending Pre- & Full Proposals
		Active Funded Projects
		Currently Available Funds
		Debt-Financed Projects
		Funding Forecast (5-year)
	<b>Cumulative Reports</b>	All Projects
		All Funds & Spending
	<b>Annual Reports</b>	
	<b>Special Presentations</b>	



# **PLANNING & DEVELOPMENT DEPARTMENT**

**FY18  
DEPARTMENTAL OVERVIEW**

# City of Newton

## Department of Planning and Development

### FY18 Departmental Overview

- ❖ **Planning** – Current/Long-Range and Community Engagement
- ❖ **Conservation** – Wetlands Protection, Open Space Stewardship, Environmental Protection
- ❖ **Historic Preservation** – Preservation of Historic Properties
- ❖ **Economic Development** – Business Development
- ❖ **Housing and Community Development** – Quality of Life Improvements for Low/Moderate Income Residents

## FY18 Desired Planning Outcomes

- ❖ **Furnish Professional Staff Guidance to Public, City Council, Planning Commission, Zoning Board, and Other Boards/Commissions as Necessary.**
- ❖ **Facilitate Village Center Streetscape Design** (West Newton, Newtonville)
- ❖ **Progress on Transportation Strategy Priorities** (Design Guide, Washington Street Study)
- ❖ **Advance New Zoning Ordinance** (Complete Draft Ordinance, Present for Adoption)
- ❖ **Strengthen Planning Process** (Internal Processes, Training for Boards and Staff)
- ❖ **Enhance Community Engagement Techniques** (Pilot New Engagement Techniques)

## FY18 Desired Conservation Outcomes

- ❖ Furnish Professional Staff Guidance to Public and Conservation Commission.
- ❖ Promote Maintenance/Expansion of Conservation Land
- ❖ Look for Opportunities to Connect Trail Network
- ❖ Assist in City Stormwater Management Planning/Implementation
- ❖ Provide Interdepartmental Environmental/Sustainability Guidance

## FY18 Desired Historic Preservation Outcomes

- ❖ Furnish Professional Staff Guidance to Public, Newton Historical Commission and Local Historic District Commissions.
- ❖ Produce Educational Materials/Events Around Preservation Topics
- ❖ Provide Inter-departmental Preservation Guidance/Support

## FY18 Desired Economic Development Outcomes

- ❖ Furnish Professional Guidance to Public and Economic Development Commission.
- ❖ Undertake Economic Development Strategic Plan
- ❖ **Advance Innovation Economy** (N2 District, Wells Avenue, Newton Innovation Center)
- ❖ Regular Engagement of Business Community

## FY18 Desired Housing and Community Development Outcomes

- ❖ **Advance Housing Strategy Priorities** (Crescent Street, Stanton Avenue, Inclusionary Zoning)
- ❖ **Effective Use of Federal Resources**
  - **Affordable Housing** (Housing Development, Housing Rehab., Tenant Assistance)
  - **Public Services** (Low and Moderate Income Program Services, Assistance to Individuals Who Are Homeless)
  - **Architectural Access** (Curb Cuts, Pedestrian Signals, Public Facility Improvements)
  - **Neighborhood Improvements** (Newton Corner, Newtonville, West Newton)

# Housing and Community Development Division Highlights

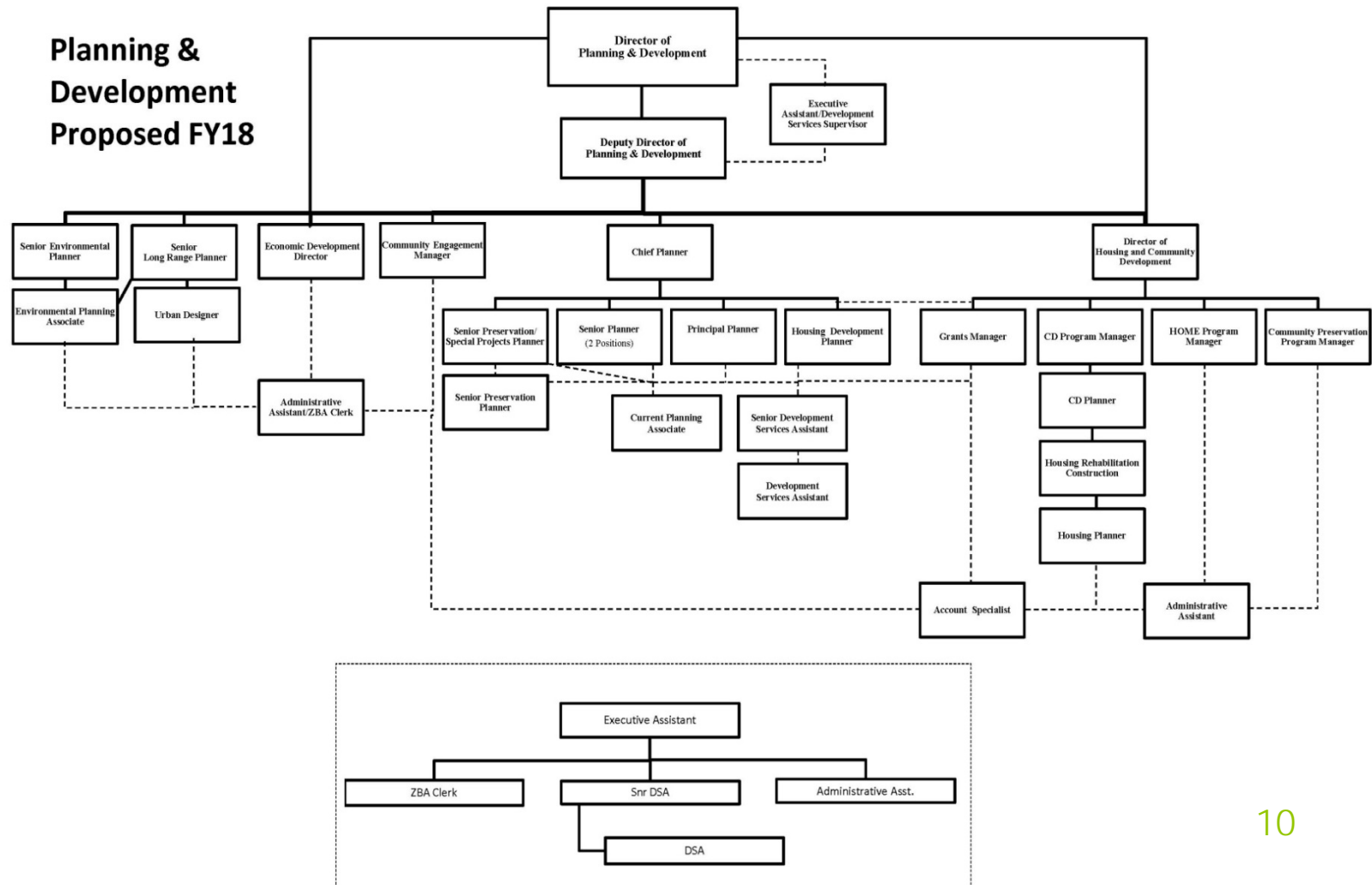
Newton Community Development Block Grant Program - FY18 Budget- <b>DRAFT</b>					
<i>Estimated budget as of April 11, 2017. Federal allocation has not yet been released. Planning and Development Board approved of this budget ± 25% on April 3, 2017.</i>					
PROJECT #	Projects	Letter-of-Credit (LOC) Budget	FY18 Program Income (Estimated)	Prior Year(s) Program Income (FY17)	Total Budget
<b>HOUSING PROGRAM</b>					
CD18-01A	Housing Program Delivery	\$390,000.00			\$390,000.00
CD18-01B	Housing Rehabilitation and Development Program Fund	\$568,399.00			\$568,399.00
CD18-01C	Housing Program Rehab Revolving Loan Fund (estimated rehab loan repayments)		\$81,250.00		\$81,250.00
<b>HOUSING PROGRAM TOTAL</b>		<b>\$958,399.00</b>	<b>\$81,250.00</b>	<b>\$0.00</b>	<b>\$1,039,649.00</b>
<b>ARCHITECTURAL ACCESS</b>					
CD18-03A	FY18 Access Curb Cuts/APS Units/Open Space	\$87,125.00			\$87,125.00
<b>ARCHITECTURAL ACCESS TOTAL</b>		<b>\$87,125.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$87,125.00</b>
<b>HUMAN SERVICES</b>					
CD18-05A	Barry Price Rehabilitation Center / Building Independence and Self-Esteem Through Employment	\$15,000			\$15,000.00
CD18-05B	Boys and Girls Club / Summer Camp and Team Leadership Program	\$13,000			\$13,000.00
CD18-05C	EMPath / Career Family Opportunity Program	\$35,875		\$ 13,625	\$49,500.00
CD18-05D	Family ACCESS of Newton / Social Mobility for Young Families	\$45,500			\$45,500.00
CD18-05E	Horace Cousens Industrial Fund / Emergency Payment for Families in Financial Crisis	\$10,000			\$10,000.00
CD18-05F	Jewish Community Housing for the Elderly / Caring Choices and Wellness Nursing for Low-Income Seniors	\$12,500			\$12,500.00
CD18-05G	Jewish Family & Children's Service/ Stabilization & Recovery	\$10,000			\$10,000.00
CD18-05H	Newton Community Development Foundation / Resident Services Program	\$22,000			\$22,000.00
CD18-05I	Newton Housing Authority / Resident Services Program	\$12,500			\$12,500.00
CD18-05J	Plowshares Education Development Center / Tuition Assistance for Preschool and After School	\$10,000			\$10,000.00
CD18-05K	REACH / Individual Support and Advocacy including Emergency Hotline and Community Outreach	\$10,000			\$10,000.00
CD18-05L	Riverside Community Care / Mental Health Services Promoting Economic Mobility	\$40,000			\$40,000.00
CD18-05M	The Second Step / Residential and Community Programs for Survivors of Domestic Violence	\$25,000			\$25,000.00
CD18-98D	Human Service Program Income Reserve (for FY19 projects- do not include in FY18 budget totals)		\$18,750		
<b>TOTAL (Cannot exceed 15% of current year LOC + 15% of prior year program income)</b>		<b>\$261,375.00</b>	<b>\$18,750.00</b>	<b>\$13,625.00</b>	<b>\$275,000.00</b>
<b>NEIGHBORHOOD IMPROVEMENTS</b>					
CD18-08X	Neighborhood Improvements Project - West Newton TBD	\$87,125.00			\$87,125.00
<b>NEIGHBORHOOD IMPROVEMENTS TOTAL</b>		<b>\$87,125.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$87,125.00</b>
<b>PROGRAM ADMINISTRATION</b>					
CD18-09A	Program Administration	\$347,505.00	\$25,000.00		\$372,505.00
CD18-09B	Citizen Participation	\$1,000.00			\$1,000.00
CD18-99	Contingencies	\$0.00			
<b>or LOC + 20% of current year program income- must also include Planning activities)</b>		<b>\$348,505.00</b>	<b>\$25,000.00</b>	<b>\$0.00</b>	<b>\$373,505.00</b>
<b>GRAND TOTAL ALL PROGRAM AREAS</b>		<b>\$1,742,529.00</b>	<b>\$125,000.00</b>	<b>\$13,625.00</b>	<b>\$1,862,404.00</b>

## FY18 Budget Highlights

- ❖ FY18 Planning Budget \$1,833,851 ( 8.57% increase)
- ❖ FY18 CDBG, HOME, ESG \$3,039,567.00 (Level Fund Assumed)
- ❖ Two New Positions – Current Planning Associate  
Environmental Planning Associate
- ❖ Move Housing Development Planner to City Budget

# Organizational Chart

## Planning & Development Proposed FY18





SETTI D. WARREN  
MAYOR

**City of Newton, Massachusetts**  
**Office of the Mayor**

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E-mail  
swarren@newtonma.gov

March 27, 2017

Honorable City Council  
Newton City Hall  
1000 Commonwealth Avenue  
Newton Centre, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Council docket for consideration a request to authorize the transfer of \$75,000 from Acct # 0111401-511001 Planning & Development Full Time Salaries to Acct # 0111401-5301 Consulting Services for the purpose of developing a Complete Streets Guidebook.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in cursive script, appearing to read "Setti D. Warren".

Setti D. Warren  
Mayor

RECEIVED  
Newton City Clerk  
2017 MAR 27 PM 2:20  
David A. Olson, CMC  
Newton, MA 02459



**Setti D. Warren**  
Mayor

**City of Newton, Massachusetts**  
Department of Planning and Development  
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**Barney S. Heath**  
Director

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## MEMORANDUM

April 5, 2017

TO: Maureen Lemieux, Chief Financial Officer/Chief of Staff

FROM: Barney Heath, Director of Planning & Development 

SUBJECT: Street Design Guide

As Newton looks ahead to an ambitious transportation infrastructure upgrade across residential streets, commercial corridors and village centers, there is a need for a set of clear and consistent design guidelines which address street and sidewalk design, landscaping, lighting, pedestrian and bicycle safety/utility and stormwater management. The Street Design Guide is envisioned as a set of standards and fixtures which provide uniform guidance in addressing transportation infrastructure across the City.