



## **Zoning & Planning Committee Agenda**

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

**Monday, December 11, 2017**

**Room 205**  
**7:45PM**

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

- #368-17**      **Mayor's appointment of Sandra Lingley to the Commission on Disability**  
SANDRA LINGLEY, 24 Curve Street, Newton, appointed as a member of the COMMISSION ON DISABILITY for a term to expire December 31, 2020.
- #369-17**      **Mayor's appointment of Robert E. Maloney to the Community Preservation Comm**  
ROBERT E. MALONEY, 245 Otis Street, West Newton, appointed as a Ward 2 member of the COMMUNITY PRESERVATION COMMITTEE for a term to expire January 1, 2021.

*A Public Hearing will be held on the following item:*

- #109-15(2)**      **Zoning amendment to increase inclusionary zoning units from 15% to 25%**  
HIS HONOR THE MAYOR requesting consideration of changes to the inclusionary housing provisions of the Zoning Ordinance to increase the required percentage of affordable units to 25% for larger projects; require that some affordable units be designated for middle-income households; and to create a new formula for calculating payments in lieu of affordable units. [10/31/17 @ 4:42 PM]

**Chair's Note:** A Zoning Redesign Update will be presented.

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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.

**Items Not Scheduled for Discussion at this Meeting:**

**#140-14      Zoning amendment for lodging house ordinance**

ALD. CROSSLEY AND HESS-MAHAN requesting to amend **Chapter 30**, City of Newton Zoning Ordinances, to include a "lodging house" ordinance to promulgate rules requiring annual fire, safety and health inspections and licensing of buildings providing single room occupancy and/or congregate living arrangements.

**Referred to Prog & Serv., Pub Safety & Trans, Zoning & Planning & Finance Comms**

**#140-14 (2)      Amend ordinances to add licensing requirements and criteria for lodging houses**  
ZONING & PLANNING COMMITTEE requesting to amend Chapter 17, City of Newton Ordinances, to establish licensing requirements and criteria for lodging houses.

**Referred to Public Safety & Transportation and Zoning & Planning Committees**

**#314-17      Discussion regarding sprinkler system in any new construction projects**

COUNCILOR NORTON, requesting a discussion with the Fire Department and ISD on how the city may implement a policy and/or ordinance, which clearly states when a sprinkler system is needed in any new construction projects. It shall be put into operation as soon as the necessary inspections have been completed and acceptable to all building and fire codes. [09/18/17 @ 9:24 AM]

**#295-17      Zoning amendment for a Shared Parking Pilot Program**

DIRECTOR OF PLANNING AND COMMISSIONER OF PUBLIC WORKS requesting amendments to Chapter 30, Zoning Ordinance, to allow for non-accessory parking in accordance with a Shared Parking Pilot Program. [09/11/17 @ 4:28 PM]

**#109-15      Zoning amendment for inclusionary housing provisions from 15% to 20%**

HIS HONOR THE MAYOR requesting consideration of changes to the inclusionary housing provisions of the Zoning Ordinance to increase the required percentage of affordable units to 20% with the additional 5% set aside for middle income households. [04/24/15 @ 2:38 PM]

**#238-16      Zoning amendment for exempt lots definition**

COUNCILOR HESS-MAHAN proposing to amend Chapter 30: Zoning Ordinance, Section 7.8.4.C by amending the definition of "exempt lots" to include lots changed in size or shape as a result of an adverse possession claim. [06/30/16 @ 4:12 PM]

**#95-15      Discussion to consider mix of uses at Wells Avenue Office Park**

ALD. CROSSLEY, JOHNSON, LEARY, HESS-MAHAN, DANBERG, ALBRIGHT AND BLAZAR requesting a discussion with the Planning Department to consider the mix of uses in the Wells Avenue Office Park, with and without a second egress to the site, pursuant

to the recent MAPC study recommending a strategic introduction of retail and restaurant uses to attract and sustain healthy commercial uses, and some number of residential units sufficient to support an economically viable and vibrant mixed use environment. [04/13/15 @ 2:46 PM]

**#80-13      Updates on the zoning reform project**

THE PLANNING DEPARTMENT requesting update discussions of the zoning reform project. [02/25/13 @ 12:31 PM]

**#184-17      Requesting exit interviews for businesses closing or closed in Newton**

COUNCILOR YATES requesting that the Economic Development Director and the Economic Development Commission develop a system of exit interviews for businesses closing or already closed in Newton to learn what factors led to their closing and what changes could be made in the city to avoid further closings.

**#234-17      Zoning amendment to increase inclusionary zoning units from 15% to 25%**

COUNCILOR SANGIOLO proposing an amendment to the inclusionary housing provisions of the Zoning Ordinance, Chapter 30, to increase the required percentage of affordable units from 15% to 25%. [08/07/17 @ 10:57 AM]  
[06/12/17 @ 2:48 PM]

**#147-17      Request to include Main Street approach in economic development strategy**

COUNCILOR YATES requesting that the City's economic development strategy include an element devoted to revitalizing village centers in partnership with village based organizations and using the Main Street approach of the National Main Street Center that has been successful in neighborhoods in Boston, other communities in Massachusetts, and in dozens of other communities across the country. [05/30/17 @ 1:21 PM]

**#220-16      Discussion relative to regulating Airbnb-type companies**

COUNCILORS FULLER, HESS-MAHAN, LAPPIN, COTE AND NORTON requesting a discussion with the Planning, Inspectional Services and Fire Departments regarding appropriate regulations, permits, licensing and/or taxes for residential owners who host short-term guests through house-sharing companies such as Airbnb. [06/06/16 @ 2:19 PM]

**#3-17      Proposed ordinance to create a Newton Housing Partnership**

COUNCILORS CROSSLY, ALBRIGHT, AND HESS-MAHAN proposing an Ordinance to create a Newton Housing Partnership with members jointly appointed by the City Council and Mayor, to continue the mission of the Newton Housing Partnership that was advisory to the Mayor, and which the Mayor has disbanded. [12/23/16 @ 8:37 AM]

- #35-16      Creation of policy to require posting of materials of boards/commissions**  
COUNCILOR SANGIOLO requesting a discussion with the Planning Department relative to creating a policy to require audio recordings of all meetings of boards and commissions and posting of same to the City's website, as well as posting of all documentation that is reviewed by boards and commissions and/or by their designated City staff member. [01/19/16 @ 2:35 PM]
- #170-15      Discussion of HUD settlement relative to creating 9-12 affordable units**  
ALD. HESS-MAHAN, JOHNSON, CROSSLEY AND ALBRIGHT requesting a discussion relative to the HUD Settlement with Supporters of Engine 6, the Fair Housing Center of Greater Boston and the Disability Law Center in conjunction with the Law and Planning Departments, to explain the settlement and possible implications for the Zoning Board of Appeals and the Board of Aldermen in terms of the City's obligation to identify sites and facilitate the creation of, and issue permits for, affordable housing for 9-12 chronically homeless persons in Newton. [07/06/15 @ 4:18 PM]
- #195-15(3)      Request to acquire land at 300 Hammond Pond Parkway**  
ALD. ALBRIGHT, BAKER, BLAZAR, BROUSAL-GLASER, CICCONE, COTE, CROSSLEY, DANBERG, FULLER, GENTILE, HESS-MAHAN, JOHNSON, KALIS, LAPPIN, LEARY, LAREDO, LENNON, LIPOF, NORTON, RICE, SANGIOLO, SCHWARTZ, AND YATES requesting that, in order to preserve the conservation and recreation values of the land, and to protect existing adjacent public open spaces, the Board of Aldermen vote to acquire for the City of Newton either the undeveloped portion of the land at 300 Hammond Pond Parkway or a conservation restriction on such land.
- #110-15      Discussion of the Smart Growth Zoning Overlay District Act in Newton**  
HIS HONOR THE MAYOR requesting discussion of The Smart Growth Zoning Overlay District Act M.G.L. Chapter 40R and its potential application in Newton [04/24/15 @ 2:38 PM]
- #447-14      Proposing an ordinance to require building plans with demolition applications**  
ALD. SANGIOLO proposing an ordinance requiring the submission of building plans with applications for full or partial demolitions. [11/13/14 @ 2:03 PM]
- #265-14      Request to increase several time periods for demolition delays**  
ALD. BLAZAR, YATES AND DANBERG requesting:
1. to amend Section 22-50 to increase the time period for determinations of historical significance to 30 days, and to increase the time period for hearings, rulings and written notice on appeals from historical significance determinations to 60 days;

2. to amend Section 22-50 to increase the time period to hold a public hearing as to whether or not a historically significant building or structure is preferably preserved to 60 days;
3. to amend Section 22-50 to increase the demolition delay period for buildings and structures on or eligible for listing in the National Register of Historic Places to 30 months;
4. and to amend Section 22-50 to increase the demolition delay period for all other preferably preserved buildings or structures to 24 months. [7/07/14 @ 12:35 PM]

**#238-14 Request for development of Housing Production Plan**

ALD. SANGIOLO requesting the Executive Department and Planning Department work with the Board of Aldermen to develop a Housing Production Plan in accordance with 760 CMR 56.03(4) and guidelines adopted by the Department of Housing and Community Development as soon as possible. [06/09/14 @ 11:55 AM]

**#107-15 Discussion of middle income housing supportive of City employees**

HIS HONOR THE MAYOR requesting discussion of approaches to create middle income housing as a means of allowing City of Newton employees the opportunity to live in the community in which they work. [04/24/15 @ 2:38 PM]

**#81-13 Request for naturally affordable compact housing opportunities**

DIRECTOR OF PLANNING & DEVELOPMENT on behalf of the Newton Housing Partnership requesting consideration of naturally affordable compact housing opportunities in MR1 zones. [02/22/13 @ 1:13 PM]

**#86-15 Discussion and review of CDBG fund expenditures and citywide goals**

ALD. CROSSLEY, ALBRIGHT, HESS-MAHAN, & JOHNSON requesting a review and discussion of Community Development Block Grant expenditures and past years' accounting to assess progress in meeting citywide program goals as adopted in the consolidated plan, including creating and sustaining affordable housing, as well as facilities improvements in approved neighborhood districts. [03/30/15 @ 6:02 PM]

**#427-13 Discussion of CDBG, HOME and ESG funds and fair housing**

ALD. HESS-MAHAN requesting discussion and periodic updates of steps the City of Newton is taking to ensure that its implementation of the Consolidated Plan, Annual Action Plan and Citizen Participation Plan and use of CDBG, HOME and ESG funds comply with federal and state fair housing and anti-discrimination laws and regulations, and its duty to affirmatively further fair housing. [12/06/13 @ 9:51 AM]

**#308-12 Discussion of policies relative to CDBG fund expenditures**

ALD. HESS-MAHAN & ALBRIGHT requesting a discussion with the Mayor's office and the Planning & Development Department of policies, procedures, and criteria

relating to determinations concerning expenditures of Community Development Block Grant (CDBG) funds. [10/09/12 @ 3:59 PM]

- #142-09(7) Resolution to reconvene Floor Area Ratio working group**  
ALD. HESS-MAHAN AND JOHNSON proposing a Resolution to request that the Director of Planning and Development and the Commissioner of Inspectional Services reconvene a Floor Area Ratio working group to review and analyze the definition of “*Floor area, gross*” for residential structures as it is used in the definition and calculation of “*Floor area ratio*” in **Section 30-1** with respect to actual usage, and, if necessary, make recommendations for amendments thereto and in the dimensional regulations contained in **Section 30-15(u)** and *Table A* of **Section 30-15(u)**, the purpose of which is to regulate the size, density and intensity of use in the construction or renovation of, or additions to a residential structure, to more accurately reflect and be compatible with neighborhood character, and to ensure that a proposed residential structure is consistent with and not in derogation of the size, scale and design of other existing structures in the neighborhood, and is not inconsistent with the City’s Comprehensive Plan.

**Referred to Zoning & Planning and Finance Committees**

- #315-14 Ordinance amendment for procurement requirements for non-profits**  
ALD. HESS-MAHAN, ALBRIGHT, CROSSLEY AND DANBERG proposing an amendment to Chapter 2 of the City of Newton Ordinances setting forth requirements for procurement of materials and services by non-governmental recipients of federal, state or local funds administered by the City, such as CDBG and CPA funds. In order to encourage non-profit and other private organizations to participate in affordable housing, cultural and other public-private collaborations, such procurement requirements should accommodate the needs of non-governmental recipients for flexibility given the multiple public and private sources of funds necessary for any project by not placing undue or unreasonable burdens on them.  
 [08/04/14 @ 5:08 PM] Finance voted NAN
- #446-14 Discussion with Commission on Disability regarding the City’s ADA compliance**  
ALD. SANGIOLO requesting a discussion with the Commission on Disability regarding the status of City compliance with ADA regulations. [11/13/14 @ 2:03 PM]
- #168-15 Discussion of Metropolitan Area Planning Council’s Wells Avenue Market Study**  
THE NEWTON-NEEDHAM CHAMBER OF COMMERCE requesting a discussion of the Metropolitan Area Planning Council’s 2015 Wells Avenue Market Study.  
 [07/06/15 @ 5:34 PM]

**ZONING AMENDMENT AGENDA ITEMS:**

- #22-17 Zoning amendment to further define village commercial centers**

COUNCILORS ALBRIGHT AND AUCHINCLOSS proposing to amend **Chapter 30**, Section 4.2.1.C. which states the purpose of the Multi Use 4 (MU4) district, to further define “Newton’s village commercial centers” as found in this section. The definition would include criteria to guide land use decisions to rezone an area to MU4. The purpose of this definition is to give guidance to both developers and residents concerning areas appropriate to be rezoned as “village commercial centers” and therefore appropriate to become an MU4 zone. [01/22/17 @ 10:35PM]

**#16-17**

**Zoning amendment regarding Administrative Site Plan Approval**

COUNCILOR HARNEY requesting an amendment to the City of Newton Revised Ordinances Chapter 30, Sec. 7.5. Administrative Site Plan Review, to require that as part of the process, the Planning & Development Department conduct a public hearing and to extend the amount of time that the City has to review the application. [01-17-17 @ 3:35 PM]

**#22-15**

**Zoning amendment to allow rental voucher program re: inclusionary zoning**

ALD. YATES requesting that utilization of the Massachusetts Rental Voucher Program be added as an allowable means of complying with the inclusionary zoning provision in Phase II of Zoning Reform. [01/05/15 @ 9:53 PM]

**#222-13(7)**

**Additional zoning amendment to Garage Ordinance**

COUNCILORS ALBRIGHT, LENNON, CROSSLEY, DANBERG, LIPOF, FULLER AND COTE proposing to amend Chapter 30, Section 3.4.4. of the Revised Ordinances as amended by Ordinance A-78, as follows: (1) limit the application of a maximum (45%) proportional width of garage to total building to all lots in MR districts; and/or (2) limit the application of a maximum (45%) proportional width of garage to total building to lots in SR districts having a maximum frontage of 70 feet; and/or (3) use the special permit process to determine exceptions providing clear and specific guiding criteria, such as preservation of historic properties, topography, odd lot configurations, preservation of certain natural features, etc., where such features may prohibit otherwise safe access to or parking on a site. [10/31/16 @ 3:51 PM]

**#222-13(5)**

**Zoning amendment to Garage Ordinance**

COUNCILOR HESS-MAHAN proposing to amend Chapter 30, Section 3.4.4. of Revised Ordinances as amended by Ordinance A-78, as follows: (1) allow front facing garages that are no closer to the front lot line than the longest front facing wall, or a front porch at least 6 feet wide, to be the greater of up to 12 feet wide or 50% of the total length of the building parallel to the street; (2) allow front-facing garages that are closer to the front setback than the rest of the building and at least 24 feet from the front lot line to be up to 40% of the total length of the building parallel to the street; (3) delete Sec. 3.4.4.F "Exemptions"; and (4) add a provision grandfathering permits requested or construction begun on or after the date of the notice of public hearing on Ordinance A-78 [08/01/16 @ 4:58 PM]

**Public Hearing Closed on 9/26/16; 90 Days: 12/26/16**

**#222-13(3) Review of Garage Ordinance**

COUNCILOR LENNON, LIPOF, ALBRIGHT, CROSSLEY, LAPPIN, LAREDO, GENTILE AND CICCONE requesting a review of Ordinance A-78, which amends Chapter 30, Section 3.4.4 of the Revised Ordinances, for the purpose of amending, clarifying, and/or interpreting the Ordinance. [08/01/16 @ 4:53 PM]

**Referred to Zoning & Planning and Finance Committees**

**#444-16 Amendment add fines for certain violations of the Accessory Apartment Ord.**

COUNCILOR BAKER AND COMMISSIONER OF INSPECTIONAL SERVICES proposing an amendment to Chapter 20 of the City of Newton Revised Ordinances to allow non-criminal ticketing of certain violations of the Accessory Apartment Ordinance. [12/16/16 @ 1:40 PM]

**#291-16 Zoning Amendment relative to nonconforming single- and two-family dwellings**

COUNCILOR SANGIOLO proposing to amend Chapter 30, Section 7.8.2.A.1.a. regarding nonconforming buildings, structures and uses, to also require that if an existing nonconforming single- or two-family structure is demolished, and the lot on which that structure existed does not meet current lot area or lot frontage requirements, then a special permit or variance would be required for any alteration, reconstruction, extensions or structural changes from the original structure. [08/22/16 @ 2:08 PM]

**#54-16 Zoning ordinance amendment relative to Health Club use**

ACTING DIRECTOR OF PLANNING proposing amendments to the Newton Zoning Ordinance to allow the "Health Club" use in Business 1, Business 2 and Business 4 districts; and to clarify the definition of "Personal Service" as it relates to health and fitness uses. [02/09/16 @ 4:24 PM]

**ITEM SPLIT INTO PART A AND PART B:**

**PART A – To allow Health Club use in BU1, BU2 and BU4;**

**PART B – To clarify the definition of Personal Services as it relates to health and fitness issues.**

**Approved Part A 6-0**

**Held Part B 6-0**

**#34-16 Zoning amendment for large house review process**

COUNCILORS SANGIOLO, KALIS AND DANBERG proposing an amendment to Chapter 30 for a large house review ordinance requiring design review and approval of by-right single and multi-residence residential structures exceeding certain dimensional limits. [01/19/16 @ 2:35 PM]

**#169-15 Zoning amendment to require new lot standards after demolition**



ALD. SANGIOLO requesting a zoning amendment which would require any residential structures in Single Residence or Multi Residence zoning districts built after the demolition of an existing structure conform to new lot standards.

[07/02/15 @ 3:20 PM]

**#323-14      Zoning amendment to require front-facing front doors in residential zones**

ALD. YATES, NORTON, COTE AND SANGIOLO proposing to amend **Chapter 30** to require that the front doors of single-family homes, two-family homes and other residential structures face the street on which their lots are located. [08/25/14 @ 11:42 AM]

**#139-14      Zoning amendment to clarify rules for retaining walls**

ALD. ALBRIGHT requesting to amend **Chapter 30**, City of Newton Zoning Ordinances, to clarify rules relative to retaining walls.

**#429-13      Zoning amendment for Congregate Living Facility parking requirements**

ALD. HESS-MAHAN requesting repeal and/or amendment of Zoning Ordinances **Section 30-1**, Definitions, 30-8(b)(2), Special Permits in Single Family Residential Districts, and 30-10(d)(4), Number of Parking Stalls, concerning "Congregate Living Facility", as required by federal and state anti-discrimination and fair housing laws and regulations. [12/06/13 @ 9:51 AM]

**#404-13      Request for rezoning in Newton Centre**

NATASHA STALLER et al. requesting a revision to the zoning District boundary Lines so as to transfer from Multi-Residence 1 District to a Single Residence 3 District the following properties:  
Assessors' parcels SBL nos. 61-037-0004 through 61-037-0013; 61-042-0007 through 61-042-0023; 65-019-0001; 65-019-0007 through 65-019-0012; 65-019-0014 through 65-019-0022; 65-019-0009A; 65-019-0017B and 65-019-0022A. Also requesting transfer from a Single Residence 2 District to a Single Residence 3 District SBL no. 65-019-0015A.

**#264-13      Zoning amendment to develop residential districts for small lots**

ALD. YATES requesting that the Zoning Reform Group or its successor consider amending City of Newton Zoning Ordinances **Chapter 30** to develop additional residential districts reflecting the small lots in older sections of the City and map changes to bring the zones of more residential sections of the City into conformity with the existing land uses. [08/15/13 @ 12:28 PM]

**#129-13      Zoning amendment for special permits for attached dwellings**

ALD. HESS-MAHAN proposing to amend and/or clarify definition and provisions for granting a special permit for “attached dwellings” in the City of Newton Zoning Ordinances, **Chapter 30-1, 30-8(b)(13) and 30-9(b)(5)**. [05/25/13 @ 5:14 PM]

- #65-13      Zoning amendment to require special permit for major topographic changes**  
ALD. YATES, FISCHMAN, KALIS requesting that **Chapter 30** be amended to require a special permit for major topographic changes.]
- #153-11      Zoning amendment for Retail Overlay Districts around village centers**  
ALD. DANBERG, ALBRIGHT, HESS-MAHAN, JOHNSON requesting that **Chapter 30** be amended by adding a new **Sec. 30-14** creating certain Retail Overlay Districts around selected village centers in order to encourage vibrant pedestrian-oriented streetscapes which would allow certain uses at street level, including but not limited to financial institutions, professional offices, and salons, by special permit only and require minimum transparency standards for street-level windows for all commercial uses within the proposed overlay districts.
- #152-10      Zoning amendment to clarify parking requirements for colleges and universities**  
ALD. BAKER, FULLER, SCHNIPPER, SHAPIRO, FISCHMAN, YATES AND DANBERG recommending discussion of possible amendments to **Section 30-19** of the City of Newton Ordinances to clarify parking requirements applicable to colleges and universities.
- #391-09      Zoning amendment to allow payments-in-lieu of parking spaces: special permits**  
ALD. DANBERG, MANSFIELD, VANCE AND HESS-MAHAN requesting an amendment to **§30-19** to allow payments-in-lieu of providing required off-street parking spaces when parking spaces are waived as part of a special permit application.  
[09/09/09 @ 3:53 PM]

**Respectfully Submitted,**

**Ted Hess-Mahan, Chair**



SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

#368-17

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swarren@newtonma.gov

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

Ladies and Gentlemen:

I am pleased to appoint Sandra Lingley of 24 Curve Street, Newton as a member of the Commission on Disability. Her term of office shall expire on December 31, 2020 and her appointment is subject to your confirmation.

Thank you for your attention to this matter.

Very truly yours,

Setti D. Warren

Mayor

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David A. Olson, CMC  
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1000 Commonwealth Avenue Newton, Massachusetts 02459

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DEDICATED TO COMMUNITY EXCELLENCE

**Sandra J. Lingley**  
24 Curve St.  
Newton, MA 02464

### **SUMMARY**

I am interested in serving on the Commission on Disability because as a disabled person myself I would like to be in the position to both learn about Newton's current issues with Disability problems as well as contribute my personal perspective on these issues. I have been attending the COD meetings on a regular basis for approximately 4 years as an observer because I was not a resident of Newton but was a frequent visitor since a good friend of mine lives in Newton. Now, as a resident of Newton I can vocalize and be a part of the work I have seen going on all of this time. I would love the opportunity to serve and help continue the great work that the members of the COD perform year after year on accessibility for everyone.

### **EXPERIENCE**

#### **ST. JOSEPH NURSING CARE CENTER**

##### **Human Resource Manager/ Computer Operations Specialist 1999 - 2001**

Manage all major functions with regard to human resources including orientation of new employees, benefit coordination and implementation, pension plan manager, worker's compensation claim specialist. Computer system liaison with Archdiocese of Boston personnel and nursing home personnel implementing new software and training of personnel.

- Meet with supervisors to develop job descriptions for vacant positions
- Meet with new and current employees regarding pension, health benefits and Banking
- Coordinate placement of newspaper advertisements and assist with recruitment For positions
- Assist in interview process for prospective employees
- CORI certified
- Responsible for in-house job posting vacancies for all Caritas Christi healthcare Facilities
- Review resumes for open positions and disseminate to department heads

##### **Business Manager 1995-1999**

Manage accounting staff and supervise daily operations regarding employee payroll, accounts payable, accounts receivables and resident trust accounts.

- Develop and implement accounting policies and procedures
- Supervise accounting clerks and resolve issues with vendors regarding overdue Accounts
- Supervise payroll clerk and work with nursing management regarding payroll Issues
- Work with resident family members to resolve resident trust account problems
- Responsible for all banking activities
- Train personnel on accounting and payroll software
- Interview and hire all business office staff

**Assistant Business Manager 1992-1995**

Assist Business Manager with daily operations of Business Office. Prepared weekly payroll and served as principal source of benefit and payroll information for all employees.

- Prepare all banking transactions
- Process weekly payroll reviewing nursing schedules with department heads
- Performed all data entry for payroll
- Disseminated benefit information to new and current employees

**Bookkeeper 1990-1992**

Process accounts payable invoices and communicate with vendors. Assist with payroll processing.

- Principal contact for outside vendor accounts
- Assist with data entry for payroll processing

**SOUTHLAND CORPORATION**

**Senior Accounting Clerk 1985-1990**

Managed Accounts Payable and Receivable for retail stores.

- Processed and researched franchise payroll
- Performed store audit and cost control verification and adjustments
- Performed bank reconciliations, bank deposits and verification of daily cash Reports
- Assisted in training new staff in office procedures

**Retail Store Manager 1980-1985**

Managed all facets of daily store operations. Supervised staff of twelve.

- Coordinated processing of employee payroll and benefits
- Reconciled daily cash reports
- Performed cost vs. retail merchandise evaluations to maintain profit margins
- Merchandised, ordered and maintained store inventory
- Managed all vendor accounts
- Reconciled Massachusetts State Lottery Account

**EDUCATION**

**Salem State College** Bachelor of Science

**Access Monitor Certification** - Massachusetts Office on Disability – Training Completed October 2015

**VOLUNTEER EXPERIENCE:**

**ALL SOULS UNITARIAN UNIVERSALIST CHURCH OF BRAINTREE, MA**

- 2014 - Present: Manager of top money grossing table at the annual Charles Dickens Victorian Christmas Fair. Planning for "Dickens" is done each year from August to the Fair. It is The largest yearly fundraising event for the Church
- 2014 - Present: Co-Chair Development Committee: Responsibilities include planning and organizing for two of the biggest fundraising events of the Church year – The Spring Tea and The Summer Craft, Plant and Yard Sale. Work closely with Minister, church administrator, Board of Trustees, congregation and other committees.
- 2008 - 2014: Development Committee Member
- 2006 - 2007: Interim Co-Director of Religious Education: Responsible for oversight of Religious Education Program. Designed new curriculum for congregation children. Increased the number of children and adults participating in the religious education programs offered. Responsible for the paid staff position for the infant and toddler room.
- 2005 - 2008: Co-Chair Religious Education Committee: Responsibilities included organizing, planning, and facilitating monthly meetings. Assisted in lesson planning, purchased supplies and recruited volunteer teachers
- 2000 - 2008: Religious Education Teacher  
Religious Education Committee
- 1990 - 1999: Clerk for Board of Trustees – 2-year term  
Religious education teacher  
Social Action Committee Projects: Soup Kitchen, Shelter Renovation, and purchasing Christmas gifts for families in need in local area



SETTI D. WARREN  
MAYOR

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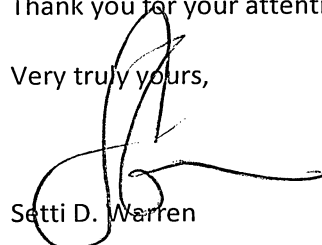
Honorable City Council  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

Ladies and Gentlemen:

I am pleased to appoint Robert E. Maloney of 245 Otis Street, West Newton as a member of the Community Preservation Committee. His term of office shall expire on January 1, 2020 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Very truly yours,

  
Setti D. Warren

Mayor

RECEIVED  
Newton City Clerk  
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David A. Olson, CMC  
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

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DEDICATED TO COMMUNITY EXCELLENCE

**Robert E. Maloney**  
245 Otis Street  
West Newton, Massachusetts 02465

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### ***SUMMARY***

Real estate executive with twenty-nine years of experience in all facets of investment, development, and management. Extensive experience in setting investment strategies, and acquiring, financing, developing, and managing real estate assets of all uses in diverse geographic locations. Experienced in complex property re-development projects requiring coordination of multiple parties, setting investment and capital strategy, and managing teams of professionals. Possess excellent management and communications skills.

### ***PROFESSIONAL EXPERIENCE***

#### **AW PERRY, INC.**

##### **EXECUTIVE VICE PRESIDENT & MANAGING DIRECTOR**

BOSTON, MA  
2014 - PRESENT

- Hired to establish and execute on an investment strategy to acquire and develop real estate properties throughout New England, nurture relationships with capital investment partners, and execute on an acquisition program to grow the portfolio of assets under management for a 130 year old, Boston-based real estate investment, development and operating company. Have acquired four new properties, one of which is a 77 unit condominium development project currently under construction in Hingham, Mass.

#### **ACME PROPERTIES**

##### **PRINCIPAL**

BOSTON, MA  
2010 - 2014

- Advisor to real estate investment clients on issues of investment strategies, capital raising, property acquisition, financing, project management, marketing and leasing. Engagements included:
  - Evergreen Solar Manufacturing Facility, 112 Barnum Rd., Devens, MA. Managed the re-development and leasing of the 400,000 sf, \$300 million former solar panel manufacturing facility including:
    - Removal, auction, and sale of all remaining Evergreen equipment and assets.
    - Remediation of all hazardous waste by Clean Harbors and coordinated with State officials on the oversight of hazardous waste disposal.
    - Engaged engineers, architects, and contractors to separate all building systems to convert the building to a multi-tenant facility.
    - Coordinated with tenants' contractors completing \$18.2 million of tenant improvement work.
    - Assisted in lease negotiations, coordinated with lenders on loan funding, and managed the completion of landlord obligations under the lease.
    - Managed the permitting process for building alterations and zoning requirements through Mass Development and the Devens Enterprise Commission.



**ACME PROPERTIES (CONTINUED)**

- Riverview Technology Center, 495 Woburn St., Tewksbury, MA. Managed the base-building reconstruction to convert a 500,000 sf former Raytheon manufacturing facility into a multi-tenant research & development property.
- Consulted with a Midwest hotel chain on formulating and executing on a strategy to establish a presence in the New England market by developing new hotels in the region.
- Advised industrial property owner clients on raising investment capital and constructing solar energy facilities on their industrial properties' roofs.

**GALE INTERNATIONAL**

BOSTON, MA

EXECUTIVE VICE PRESIDENT

2004-2010

Senior member of a national real estate investment and development company, responsible for identifying, capitalizing, and acquiring investment and development opportunities. Managed teams of professionals executing on the value-creation strategy for each of our investments. Closed on three large investments and projects totaling over \$350 million.

- Acquired the 400,000 sf landmark Filene's department store building in Boston's Downtown Crossing. Managed the design and permitting for a 1.35 million sf, mixed-use, high-rise project. Project included street level retail, hotel, office, and residential uses.
  - Managed the marketing and leasing team on 500,000 sf of office space.
  - Worked with residential marketing consultant and architects to gauge market demand and to design and appoint residential units accordingly.
- Acquired 23 acres of land in Boston's Seaport District in joint venture with Morgan Stanley. Worked with design team and WS Development on the master plan and permitting for 6.5 million sf of mixed use development. Project will include retail, office, hotel, residential, educational and cultural uses.
  - Underwrote the acquisition with Morgan Stanley.
  - Managed the marketing and leasing efforts for 1.5 million sf of office space.
- Acquired a seven-building, 680,000 sf suburban Boston office portfolio.
  - Negotiated the joint venture agreement with JP Morgan.
  - Negotiated and closed the portfolio financing with UBS.
  - Managed a team of asset and construction managers to complete the base-building rehabilitation and leasing of 550,000 square feet of vacant space and expiring leases.

**CATHARTES INVESTMENTS**

BOSTON, MA

PRINCIPAL AND MANAGING DIRECTOR

1998-2003

Principal of a Boston-based real estate investment and operating company. Company invested in 27 projects located in Boston, Chicago, and New Jersey, totaling over \$200 million of gross capital investment.

- Set investment strategy and company policy as a partner and senior executive.

**CATHARTES INVESTMENTS (CONTINUED)**

- Managed a team of project managers redeveloping, leasing, managing, and selling office, residential, industrial and telecommunications projects. Projects included the adaptive re-use of a 450,000 sf, nine-story office and warehouse building in the South Boston Seaport.
- Designed and negotiated entitlements for a 695-unit apartment project on D Street in the South Boston Seaport.
  - Worked with Mayor Menino, the Boston Redevelopment Authority, neighboring property owners, and South Boston residents and elected officials to reach agreement on project density, design, and community benefits.
- Designed, permitted, and financed a two building, 390,000 sf office project on Innerbelt Road in Somerville, MA.
  - Negotiated the bank loan and construction contract, and managed the development of the first of the two buildings.
  - Negotiated the sale of the project during construction.
- Acquired, designed, permitted, financed, and managed construction on over one million square feet of residential and office projects in Boston and its inner suburbs.
- Realized portfolio profits in excess of 30%.

**AEW CAPITAL MANAGEMENT/COPLEY REAL ESTATE ADVISORS**

BOSTON, MA

VICE PRESIDENT

1992-1998

- Performed multiple functions during my tenure including acquisitions, development management, finance, portfolio and asset management, and property dispositions.
- Completed more than \$300 million worth of acquisitions, dispositions and debt financings in US markets including Boston, Dallas, San Francisco, New Jersey, and Detroit.
- Managed a portfolio of development assets located primarily in northern California. Developed more than 1 million sf of office, industrial, and mixed-use properties.
- Managed a team strategizing and executing on the plan to maximize value and dispose of a portfolio of development assets for MetLife and Bank of Boston.

**FEDERAL DEPOSIT INSURANCE CORPORATION**

FRANKLIN, MA

ACCOUNT OFFICER, MAJOR ASSETS – REAL ESTATE SALES & MARKETING

1991-1992

- Managed the marketing and disposition of distressed real estate assets owned by the FDIC.
- Prepared approval request memos and presented property sales for government approval.

**HOMART DEVELOPMENT COMPANY**

BOSTON, MA

ASSOCIATE – NEW ENGLAND REGIONAL OFFICE

1988-1990

- Managed acquisition and development opportunities throughout the northeastern US.
- Assisted in permitting, design, and marketing of a 750,000 sf office park in Reading, MA.

**SHAWMUT BANK OF BOSTON**

BOSTON, MA

ACCOUNTING AND INTERNAL CONTROLS

1982-1986

### ***EDUCATION***

**UNIVERSITY OF MICHIGAN**  
*MASTER OF BUSINESS ADMINISTRATION*

ANN ARBOR, MI  
1988

**UNIVERSITY OF MASSACHUSETTS**  
*BACHELOR OF BUSINESS ADMINISTRATION, CUM LAUDE*

AMHERST, MA  
1982

### ***PROFESSIONAL AFFILIATIONS***

- **National Association of Industrial and Office Parks (NAIOP)**
  - Board of Directors, Massachusetts Chapter, 2001-2009
- **Urban Land Institute**
  - Executive Committee Member, Boston Regional Council, 2001-2011
  - Infrastructure Committee Chair, 2009-2010

### ***PERSONAL/COMMUNITY ACTIVITIES***

- **Boston Marathon Finisher, 2010, 2011**
  - Raised over \$15,000 for Newton Central Little League
- **Newton Youth Sports Coach – Baseball, Football, & Soccer**
  - Newton Youth Football & Newton Youth Soccer, Coach, 2004-2010
  - Newton Central Little League Baseball
    - Board Member and Fundraiser Chairman, 2006-2013
    - Williamsport Tournament Team Head Coach, 2013
  - Newton Babe Ruth Baseball League
    - Coach and Board Member 2013-2016
- **Newton North High School Athletic Boosters Club Director**
  - Athletic Boosters Club Member 2012-2013, Director 2014-2015
  - Gridiron Club Member 2015-2016, Golf Tournament Chairperson, 2016
- **United Way of Massachusetts**
  - Real Estate Industry Leadership Breakfast Committee Member 2000-2011; Co-Chair 2009
- **Avid Skier, Runner, and Golfer**