



22

**COMMUNITY
MITIGATION
FUND**

check if joint application

APPENDIX F - 2022 Community Planning Grant Application

BD-22-1068-1068C-1068L-68403

Please complete entire the Application

1. PROJECT INFORMATION

a) NAME OF MUNICIPALITY/GOVERNMENT ENTITY/DISTRICT AND VENDOR CODE

City of Everett

VENDOR CODE:

b) PROJECT NAME (LIMIT 10 WORDS)

Everett Industrial District Design Guidelines

c) BRIEF PROJECT DESCRIPTION (LIMIT 50 WORDS)

This planning initiative is a follow on study to the Everett Designated Port Area Study, that was funded through a 2020 CMF grant. This follow-on study seeks to build on this previous work by developing design guidelines for potential new development in the Everett DPA/Industrial district.

d) CONTACT PERSON(S)/TITLE (Persons with responsibility for this grant)

Jay Monty – Director of Transportation

e) PHONE # AND EMAIL ADDRESS OF CONTACT PERSON(S)

617-544-6033

Jay.monty@ci.everett.ma.us

f) MAILING ADDRESS OF CONTACT PERSON(S)

484 Broadway

Room 25

Everett, MA 02149

2. IMPACT DESCRIPTION/CONNECTION TO GAMING FACILITY

a) Please describe in detail the impact that is attributed to the operation of a gaming facility.

The Encore Boston Harbor is located in the City's Lower Broadway Economic Development District (LBEDD), as designated in Section 30 of the Everett Zoning Ordinance, or informally known as the "Entertainment District". The Entertainment District is zoned to allow ancillary and complementary uses to the hospitality and gaming industries. This District directly abuts a 300-acre Designated Port Area (DPA), known as the Mystic River Designated Port Area. The DPA includes five deep water shipping terminals, the Mystic Power Station, industrial scale refrigeration, and a whole sale food and distribution terminals, among other uses. With Encore's continued acquisitions of parcels in LBEDD and continued market pressures, the LBEDD will continue to rapidly develop as the City's master planning of the Entertainment District comes to fruition. The DPA is a vital marine industrial hub for Greater Boston's urban core. But questions remain as to whether or not the DPA is currently functioning at its highest and best use. Given the economic and development trajectory of the Entertainment District, the DPA provides a severe border that may hinder the positive economic impacts of the Encore and complementary businesses, and redevelopment of land within the LBEDD. Please see page 7 for maps identifying study area.

b) Please provide documentation, specificity or evidence that gives support for the determination that the operation of the gaming facility caused or is causing the impact (i.e. surveys, data, reports).

Prior to the gaming facility, the Lower Broadway district was primarily made up of numerous small parcels owned by a mix of Everett residents and businesses abutting a much larger 300 acre area of industrial and port related uses. In the 5 years since Encore began re-development of the area, the rate of real-estate transactions in areas previously considered "stable" has accelerated immensely. The most recent transaction is the anticipated sale of over nearly 100 acres of Exxon Mobile property that directly abuts the Entertainment District where Encore is proposing additional event and hotel space. While the City had always anticipated that development would spread beyond the immediate casino area, the scale and speed of this development is greatly exceeding expectations and requiring the City to do significant planning work to ensure that any proposed development in the Industrial is compatible with the Lower Broadway Entertainment District. In the fall of 2021, The Everett City Council voted to move a large portion of this industrial district into the Lower Broadway Economic Development District (LBEDD), the same district that was created nearly a decade ago to help catalyze the development of the Lower Broadway Area. With this area now expanded, additional planning work is needed to ensure its future viability as a cohesive district.

c) How do you anticipate your proposed remedy will address the Identified Impact.

This proposal will allow the City to develop refined zoning policies and design guidelines that will allow for a mix of industrial and mixed use development in the DPA and industrial area abutting Lower Broadway and the Entertainment District that complements not only the development along Lower Broadway, but ensures that new development is environmentally sound, re-connects these formerly isolated areas to the rest of the City and is accessible both physically and economically to Everett Residents.

3. PROPOSED USE OF COMMUNITY PLANNING FUNDS (Please attach additional sheets/supplemental materials if necessary.)

a) Please identify the amount of funding requested. In determining the funding request, please round up to the nearest hundred dollars.

\$100,000

b) Please identify below the manner in which the funds are proposed to be used. Please provide a detailed scope, budget and timetable for the use of funds.

See Attached Work Scope

c) Please provide documentation (e.g. - invoices, proposals, estimates, etc.) adequate for the Commission to ensure that the funds will be used for the cost of planning to mitigate the impact.

See Attached Work Scope

d) Please describe how the planning request will address the impact indicated. Please attach additional sheets/supplemental materials if necessary.

See Section 2a

e) For joint grant requests, please state the amount requested for the joint request. Please also state the amount of any Regional Planning Incentive Award requested and provide separate detail on the use of these additional funds.

N/A

4. CONSULTATION WITH REGIONAL PLANNING AGENCY (RPA)/NEARBY COMMUNITIES

- a) Please provide details about the Applicant's consultation with the Regional Planning Agency serving the community and nearby communities to determine the potential for cooperative regional efforts regarding planning activities.**

The City is currently in discussions with the MAPC to determine how to best collaborate on this project.

5. MATCHING FUNDS FROM GOVERNMENTAL OR OTHER ENTITY

- a) Please demonstrate that the governmental or other entity will provide significant funding to match or partially match the assistance required from the Community Mitigation Fund.**

The City of Everett will fund, through its professional services budget, any remaining work beyond what is anticipated in the existing scope. It should be noted that the City of Everett, through numerous other planning activities, including the Lower Broadway Bus Lanes, Commercial Triangle Master Plan and Design Guidelines, Transportation Demand Management zoning reform and others, has and will continue to invest significant resources in not only this area, but the surrounding areas of the City to ensure that the City continues to make sound development policy choices.

- b) Please provide detail on what your community will contribute to the planning projects such as in-kind services or planning funds.**

The City of Everett will provide in-kind support via the Department of Planning and Development's staff, economic development planner and Executive Director, who have extensive working knowledge of Everett and DPA, will provide detail information to the consultants. City Staff will also facilitate the consultant's outreach and research on an as needed basis. The City will also utilize its legal staff and special counsel to evaluate administrative and regulatory requirements and options.

6. RELEVANT EXCERPTS FROM HOST OR SURROUNDING COMMUNITY AGREEMENTS AND MASSACHUSETTS ENVIRONMENTAL POLICY ACT (MEPA) DECISION

a) Please describe and include excerpts regarding the impact and potential mitigation from any relevant sections of the community's Host or Surrounding Community Agreement.

Pursuant to Section A.1 of the Host Community Agreement ("HCA") (Project Planning Payments), Wynn funded and the City engaged in a comprehensive rezoning of the Lower Broadway area, resulting in preparation and implementation of the LBEDD zoning (Section 30 of the City's Zoning Ordinance). The study is pursuant to the larger economic impacts underlying the CHA and is based on the LBEDD zoning that was implemented to accommodate the construction and ancillary needs of the Encore Resort. The HCA calls for infrastructure impacts, good faith use of Everett contractors and suppliers, and waterfront public access consistent with Everett's Lower Broadway Master Plan and Harbor Master Plan (which was also funded by Wynn, pursuant to Section A.1 of the HCA). The DPA study will build upon these other planning efforts funded by Wynn under the HCA.

b) Where applicable, please also briefly summarize and/or provide page references to the most relevant language included in the most relevant MEPA certificate(s) or comment(s) submitted by the community to MEPA.

N/A

c) Please explain how this impact was either anticipated or not anticipated in that Agreement or such MEPA decision.

N/A

d) If planning funds are sought for mitigation not required under MEPA, please provide justification why funding should be utilized to plan for such mitigation.

N/A

7. INTERNAL CONTROLS/ADMINISTRATION OF FUNDS

a) Please provide detail regarding the controls that will be used to ensure that funds will only be used to address the impact.

The City's internal control structure regarding all grants have been designed to ensure compliance with the federal Office of Management and Budget circulars A-87 "Cost Principles for State, Local, and Indian Tribes", and A-102 "Grants and Cooperative Agreements with State and Local Governments" regardless if the grants are not federal. The control structure ensures all transactions are properly recorded and accounted for, and all transactions are executed in compliance with Laws, regulations, and the provisions of contracts and grant agreements. Some examples of these controls include, but are not limited to:

The City's accounting system records all grants and the related grant activity in separate funds, and does not commingle grant activity between grants.

The City utilizes a requisition and purchase order system within the accounting system to ensure expenditures are sufficiently authorized for their intended purpose and adequate funding exists prior to procuring goods or services.

The City individual responsible for the management of the grant will be the only individual allowed to authorize expenditures to the grant, ensuring that only legitimate grant activity is charged to the grant. The City's accounting system automatically controls this process, which is then manually reviewed by the City Auditor's office during the payment processing.

Grant records maintained by the City individual responsible for the management of the grant will be reconciled with the City Auditor's office on a quarterly basis. Any discrepancies identified during this process will be researched and corrected within 15 days from the date identified.

b) Will any nongovernmental entity receive funds? If so, please describe. If non-governmental entities will receive any funds, please describe what reporting will be required and how the applicant will remedy any misuse of funds.

Non-governmental entities will not directly receive any of these funds. Funds will be expended according to Massachusetts procurement law.

NO COMMUNITY IS ELIGIBLE FOR MORE THAN ONE COMMUNITY PLANNING REGIONAL PLANNING INCENTIVE AWARD.

8. CERTIFICATION BY MUNICIPALITY/GOVERNMENTAL ENTITY

On behalf of the aforementioned municipality/governmental entity I hereby certify that the funds that are requested in this application will be used solely for the purposes articulated in this Application.

By: Jay Monty
**Signature of Responsible Municipal
Official/Governmental Entity**

Date: 1.27.22

JAY Monty
(print name)

Director of Transportation
Title:

Design Guidelines for the Everett Industrial District
Scope Proposal
City of Everett

January 25, 2022

Overview

The goal of this planning study is to create a set of Design Guidelines to guide future development in a targeted redevelopment area in the industrial area east of Robin Street and north and south of Beacham Street in Everett.. The study is especially timely because the ExxonMobil property, a parcel that makes up the majority of the study area, is on the market and will be under new ownership in the second or third quarter of 2022. Developers bidding on the property are envisioning a wide range of uses and intend to redevelop portions of the site as soon as possible in order to start generating revenue.

The guidelines will build on the work that the City undertook in 2021, analyzing and presenting a long-range vision for the industrial district. The Design Standards will aim to codify elements of the vision and ensure that a consistent urban district emerges during the incremental build out of the district. The larger goals of the guidelines include creating connections within the area and to the surrounding neighborhoods, encouraging walkability and access to transit, and incentivizing a rich mix of uses and ensuring their compatibility. The end goal is a cohesive urban realm that encourages non-vehicular mobility choices and encourages continuing investment in the area.

Tasks

Six tasks are proposed. Each task includes the generation of deliverables by the consultant team in consultation with the City of Everett team and key stakeholders in meetings that will occur on a bi-weekly basis.

1. Analysis of Existing Regulations

Conduct a thorough review of the existing relevant zoning regulations, zoning overlays, plans, and design guidelines that impact the Exxon Mobil parcels and other nearby districts. In addition, the consultant will assess and itemize the kinds of right-of-ways and mix of uses being contemplated by future developers of the parcels to ensure compatibility of the guidelines with likely future development proposals.

2. Draft Design Guidelines

The first draft of design standards will propose a set of controls that aim to achieve the goals of the long-range vision, while also considering the development potential of the site as being contemplated by the developers bidding on the ExxonMobil site. The goals of the standards will likely include:

- Encourage buildings that support 21st century industrial uses, such as hybrid buildings.
- Ensure an adequate transition between industrial uses and residential or other non-industrial uses
- Encourage an active and safe public realm that clearly separates pedestrians and cyclists from vehicles and trucks.
- Encourage non-vehicular trips to businesses in the study area by reducing parking minimums and providing safe and welcoming pedestrian and bicycle accommodations.
- Encourage the use of phytoremediation for site cleanup and long-term beautification.
- Focus on resilience to future flood risk and heat island effects.

The design standards will focus on three elements:

1. Street right-of-ways standards at three scales/sizes of street section that include guidelines for:
 - a. Vehicular lanes
 - b. Bicycle accommodations
 - c. Sidewalks
 - d. Tree planting
 - e. Green infrastructure
2. Building guidelines that include:
 - a. Definitions for “active ground floor uses” that broaden the definition to include non-retail uses
 - b. Requirements for percentages, locations, and the percent of facade transparency of active ground floor uses
 - c. “Street wall alignment” requirements for primary, secondary, and tertiary streets to ensure a consistent urban realm
 - d. Maximum uninterrupted facade lengths
 - e. Screening requirements for mechanical systems
 - f. Flood mitigation and resiliency requirements
 - g. Menu of flexible sustainability requirements to allow for a range of solutions, depending on the project type
3. Temporary site treatments during phased development that include guidelines for:
 - a. Phytoremediation strategies
 - b. Landscape and green infrastructure guidelines for temporary surface parking lots

The proposed standards will be illustrated through three-dimensional diagrams or plan drawings of typical buildings, parcels, and right-of-ways.

Present the draft design guidelines to stakeholders, including affected property owners, to ensure feasibility and future compliance. Based on the discussion, incorporate revisions into the draft design guidelines.

4. Meeting with the Planning Board

After the draft design guidelines and their potential impacts have been vetted by stakeholder and City team,, the draft will be presented to the Planning Board for their initial review and comments.

5. Revision 2

Based on the feedback of the Planning Board, revisions will be made to the design standards. This may warrant a follow-up meeting with stakeholders.

6. Final Design Guidelines and Report

Once the final draft standards are vetted, a final Design standards report will be compiled. This step will also involve synthesizing the information into a graphically pleasing layout that includes text and images. The aim is to create a highly legible and usable resource for the Planning Board and developers.

Consultant Team Composition

The consultant team will be led by an urban design firm with specific architectural expertise in developing design guidelines based on market-driven building types and an understanding of planning and design strategies.

In addition, the lead consultant will engage and direct a landscape consultant with the ability to:

- a. Provide input on the right-of-way standards, especially pertaining to street trees and green infrastructure**
- b. Advise on resiliency guidelines**
- c. Recommend guidelines for implementing temporary phytoremediation installations that are cost effective.**
- d. Communicate the value of phytoremediation and resiliency and best practices for implementation at relevant meetings.**

Consultant Fee Budget

A consultant fee of \$100,000 is proposed for this project. The consultant fee allocation is outlined below¹.

Tasks	Urban Design	Landscape
1. Existing Conditions Analysis	14,000	2,000
2. Draft Design Standards	15,000	4,000
3. Meeting with Stakeholder and Revision 1	15,000	4,000
4. Meeting with Planning Board	1,000	1,000
5. Revision 2 and Meeting with Stakeholder	15,000	4,000
6. Final Design Standards / Report	20,000	5,000
	\$80,000	\$20,000

Timeframe

The project will take six to ten months, depending on the pace set by the City of Everett leadership and staff.

¹ The table is provided to give a general sense of the relative distribution of the budget. If the City of Everett is awarded the planning grant, the selected lead consultant will prepare a more detailed fee proposal that will be used to track progress on the project.

