

Report on the Warrant  
Subsequent Town Meeting  
November 12, 2024





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 Front Cover: Tim Johnson



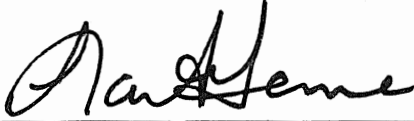
# COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. Officer's Return, Town of Reading:

By virtue of this Warrant, I Laura A Gemme, on 10-11, 2024 notified and warned the inhabitants of the Town of Reading, qualified to vote on Town affairs, to meet at the place and at the time specified by posting attested copies of this Subsequent Town Meeting Warrant in the following public places within the Town of Reading:

- Precinct 1 J. Warren Killam School, 333 Charles Street
  - Precinct 2 Reading Police Station, 15 Union Street
  - Precinct 3 Reading Municipal Light Department, 230 Ash Street
  - Precinct 4 Joshua Eaton School, 365 Summer Avenue
  - Precinct 5 Reading Public Library, 64 Middlesex Avenue
  - Precinct 6 Barrows School, 16 Edgemont Avenue
  - Precinct 7 Birch Meadow School, 27 Arthur B Lord Drive
  - Precinct 8 Wood End School, 85 Sunset Rock Lane
- Town Hall, 16 Lowell Street

The date of posting being not less than fourteen (14) days prior to Tuesday, November 12, 2024, the date set for Town Meeting in this Warrant.

  
\_\_\_\_\_  
~~Constable~~ Town Clerk

A true copy Attest:  
  
\_\_\_\_\_  
Laura Gemme, Town Clerk

# TOWN WARRANT



## COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To any of the Constables of the Town of Reading, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Reading, qualified to vote in the Local Elections and Town affairs, to meet at the Reading Memorial High School Performing Arts Center, 62 Oakland Road, in said Reading, on Tuesday, November 12, 2024 at seven-thirty o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members in accordance with the provisions of the Reading Home Rule Charter.

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**ARTICLE 1** To hear and act on the reports of the Select Board, School Committee, Library Trustees, Municipal Light Board, Finance Committee, Bylaw Committee, Town Manager, Town Accountant and any other Town Official, Board or Committee.

Select Board

**Background:** This article appears on the Warrant for all Town Meetings. At this Subsequent Town Meeting, the following reports are anticipated:

- None at this time.

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**ARTICLE 2** To choose all other necessary Town Officers and Boards or Committees and determine what instructions shall be given to Town Officers and Boards or Committees, and to see what sum the Town will vote to appropriate by borrowing or transfer from available funds, or otherwise, for the purpose of funding Town Officers and Boards or Committees to carry out the instructions given to them, or take any other action with respect thereto.

Select Board

**Background:** This Article appears on the Warrant of all Town Meetings. There are no known Instructional Motions at this time. The Town Moderator requires that all proposed Instructional Motions be submitted to the Town Clerk prior to Town Meeting so that Town Meeting Members may be "warned" as to the subject of an Instructional Motion in advance of the motion being made. Instructional Motions are normally held until the end of all other business at Town Meeting.

**ARTICLE 3** To see if the Town will vote to amend the FY 2025-35 Capital Improvements Program as provided for in Section 7-7 of the Reading Home Rule Charter and as previously amended, or take any other action with respect thereto.

Select Board

**Background:** This Article is included in every Town Meeting Warrant. The Reading General Bylaw (section 6.1.3) states "... No funds may be appropriated for any capital item unless such item is included in the Capital Improvements Program, and is scheduled for funding in the Fiscal Year in which the appropriation is to be made." Bond ratings agencies also want to ensure that changes to a long-term Capital Improvements Program (CIP) are adequately described.

The following changes are proposed to the FY2025 – FY2035 CIP (current year plus ten years):

### **General Fund**

#### **FY25: +\$ 2,052,000 net changes (\$1.3 million debt authorization)**

- \$ 85,000 Bobcat UV56 (Facilities)
- + \$ 40,000 Parking Enforcement Vehicle (2013)
- + \$ 30,000 Highway pickup #18 (2006) (increase from \$80k to \$110K)
- \$ 30,000 Blower unit for loader (reduce price from \$250k to \$220k)
- + \$ 420,000 Road paving (increase from \$425k to \$845k)
- + \$ 100,000 Sidewalk work (increase from \$100k to \$200k)
- + \$ 32,000 Fencing around play area adjacent to Wood End School (new)
- + \$ 245,000 BM Phase II Design (debt issuance delayed savings used toward design)
- + \$1,300,000 RMHS Fieldhouse Floor and Bleachers (increase debt auth by \$1.3 million)

#### **FY26: +\$ 15,000 net changes**

- \$ 55,000 Carpenters Cut-away Van (move out 1 year and increase to \$60k)
- \$ 40,000 Doors and Windows at schools (move out 1 year)
- + \$ 15,000 Wood End Water Heater
- \$ 10,000 Library equipment (not needed)
- + \$ 20,000 ALS Defibrillator Monitor (increase from \$50k to \$70k)
- \$ 65,000 Small Dump Truck #7 (2012) (move out 1 year and increase from \$65k to \$120k)
- + \$ 35,000 Highway Truck #18 Sander (2006) (increase from \$240k to \$275k)
- + \$115,000 Road paving (increase from \$425k to \$540k)

#### **FY27+**

Various other changes made

### **Enterprise Funds – Water**

#### **FY25: +\$560,000 net changes**

+ \$560,000 Water Main Replacement Sanborn St

#### **FY26: +\$600,000 net changes**

+ \$600,000 Water Main Replacement Hopkins St

#### **FY27+**

Various changes made

## Enterprise Funds – Sewer

**FY25: +\$ net changes**

**FY26: +\$40,000 net changes**

+\$40,000 Sewer pickup #17 (increase price from \$60k to \$100k)

**FY27+**

Various changes made

## Enterprise Funds – Storm Water

**FY25: net changes**

**FY26: +\$ net changes**

**FY27+**

Various changes made

**Finance Committee Report:** The Finance Committee recommends the proposed amendments to the FY 2025 – FY 2035 Capital Improvements Program by a vote of 8-0 at their meeting on October 9, 2024. Placing items in the Capital Improvement Program is a prerequisite first step but in itself does not authorize spending funds toward these items.

**Bylaw Committee Report:** No Report.

**ARTICLE 4** To see if the Town will vote to amend the Town's Operating Budget for the Fiscal Year commencing July 1, 2024, as adopted under Article 12 of the Annual Town Meeting of April 29, 2024; and to see if the Town will vote to raise and appropriate, borrow or transfer from available funds, or otherwise provide a sum or sums of money to be added to the amounts appropriated under said Article, as amended, for the operation of the Town and its government, or take any other action with respect thereto.

Finance Committee

### **Background:**

#### **General Fund – Wages and Expenses**

<b><u>Account Line</u></b>	<b><u>Description</u></b>	<b><u>Decrease</u></b>	<b><u>Increase</u></b>
C99 - Capital	As described in Article 3		\$752,000
D-99- Debt	Delayed Borrowing BM PHII & Downtown Ph II	721,000	
E99- Voc. Ed	NERMVS +\$10k		\$10,000
F99 – FINCOM	Replenish for additional funds needed for DPW trucks \$135k		\$135,000
G91 – Admin. Services Wages	Attrition Savings -\$7.5k	\$7,500	
G-92 – Admin Services Expenses	Property Casualty Insurance -\$25k	\$25,000	

G91a – Technology Wages	Extra OT for Cloud migration project		\$10,000
G-92a Technology Expenses	Technology Security Upgrades		\$25,000
H91 – Public Services Wages	Attrition Savings -\$7.5k	\$7,500	
H92 – Public Services Expenses	Regional Housing Expense +\$30k Veteran’s Assistance -\$20k		\$10,000
I91 – Finance Wages	Make temp part-time position full-time permanent +\$60k		\$60,000
J91 – Public Safety Wages	Retirement/Attrition savings -\$35k	\$35,000	
K-95 Rubbish	Compost Collection at Schools +\$50k		\$50,000
M91- Core Facilities Wages	Retirement savings -\$10k	\$10,000	
	<b>Subtotals</b>	<b>\$806,000</b>	<b>\$1,052,000</b>
	<b>Net Operating Expenses</b>		<b>\$246,000</b>
	<b>From Free Cash</b>		<b>\$246,000</b>

**Enterprise Funds**

<u>Account Line</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
W99 Water EF	Water Main Replacement – Sanborn St		\$560,000
	<b>Subtotals</b>	-	\$560,000
	<b>From Water EF Reserves</b>		<b>560,000</b>

**Finance Committee Report:** At their meeting on October 9, 2024, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

**ARTICLE 5** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money to pay bills remaining unpaid from prior fiscal years for goods and services actually rendered to the Town, or take any other action with respect thereto.

Select Board

**Background:** There are no prior years' bills, this Article is expected to be tabled.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** No Report.

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**ARTICLE 6** To see if the Town will vote to transfer funds received from the Commonwealth of Massachusetts in payment for development within the Town's 40R Smart Growth Zoning Districts from Free Cash into the Smart Growth Stabilization Fund; or take any other action with respect thereto.

Select Board

**Background:** The Town of Reading received \$39,000 from the State for 40R Smart Growth projects. These funds were received May 20, 2024, and closed to free cash. This article requests these funds being transferred to the Smart Growth Stabilization Fund.

**Finance Committee Report:** At their meeting on October 9, 2024, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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**ARTICLE 7** To see if the Town will vote to accept the fourth paragraph of Massachusetts General Laws Chapter 40, Section 5B, which allows the dedication, without further appropriation, of all, or a percentage not less than 25 percent, of particular fees, charges or receipts to a stabilization fund established under Massachusetts General Laws Chapter 40, Section 5B, to be effective for the fiscal year beginning on July 1, 2025, and vote to dedicate all of the payments received from the Commonwealth pursuant to Chapter 40R of the Massachusetts General Laws to the Town's Smart Growth Stabilization Fund, effective for fiscal year 2026, beginning on July 1, 2025; or take any other action relative thereto.

Select Board

**Background:** In the past, the Town was required to present an article to Town Meeting each year to transfer funds received from the Commonwealth of Massachusetts in payment for development within the Town's 40R Smart Growth Zoning Districts into the Smart Growth Stabilization Fund. Accepting Massachusetts General Law Chapter 40, Section 5B will allow all of the payments received from the Commonwealth pursuant to Chapter 40R of the Massachusetts General Laws to go directly to the Town's Smart Growth Stabilization Fund, beginning on July 1, 2025.

**Finance Committee Report:** At their meeting on October 9, 2024, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** To be delivered on the floor of Town Meeting.

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**ARTICLE 8** To see if the Town will vote to transfer funds received from Opioid Settlements from Free Cash to the Opioid Settlement Receipts Special Reserve Fund; or take any other action with respect thereto.

Select Board

**Background:**

Massachusetts has participated in nationwide financial settlements with several companies as part of the historic legal efforts to demand abatement of the harms caused by the opioid epidemic. These settlements combined will bring over \$900 million into Massachusetts for substance use prevention, harm reduction, treatment, and recovery support.

These funds began to flow into municipalities in fiscal 2023 and are required to be used for substance abuse programs; however, there was no legislation at the time allowing municipalities to set up a special revenue fund for Opioid Settlement Receipts and subsequent programming expenses. Due to the absence of this legislation, the Town was advised by DLS to record the fiscal 2023 Opioid Settlement revenue as General Fund revenue and allow these funds to close into free cash at the end of the fiscal year.

On December 4th, 2023, Governor Healey signed Chapter 77 of the Acts of 2023. Section 9 of the law provides, in part, for an exception to the legal requirement that all receipts are to be recorded as general fund revenue per G.L. c. 44, § 53 for Opioid Settlement Receipts. Municipalities now have the option to account for these receipts in a special revenue fund. The Department of Revenue's Division of Local Services (DLS) released the Opioid Settlement Receipts Bulletin to provide guidance to municipalities on how the legislation will impact fiscal management of the opioid abatement funds.

The guidance provided stated that any opioid settlement funds received in fiscal 2024 or later could be transferred to new Opioid Settlement Receipts Special Reserve Fund per the new exception. Any opioid settlement funds received in fiscal 2023 that has become part of free cash would require a vote of Town Meeting to move the funds from free cash to the Opioid Settlement Receipts Special Reserve Fund.

This article requests to transfer the fiscal 2023 opioid receipts of \$81,157 from free cash to the Opioid Settlement Special Reserve fund.

**Finance Committee Report:** At their meeting on October 9, 2024, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

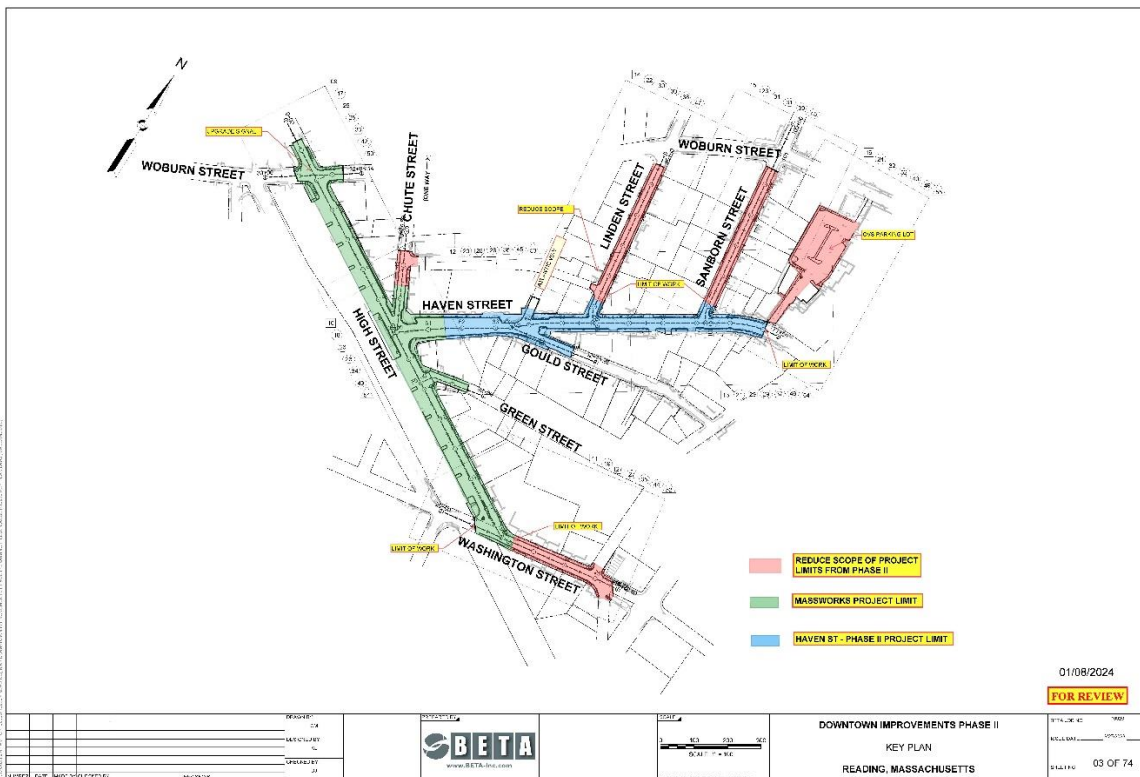
**Bylaw Committee Report:** No Report.

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**ARTICLE 9** To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money to pay the costs of the Haven Street Infrastructure Project, including replacement of roadway, sidewalks, and related improvements, including the payment of any and all other costs incidental and related thereto, said sum to be expended under the direction of the Town Manager; and, for the purpose of meeting such appropriation, authorize the Town Treasurer, with the approval of the Select Board, to borrow said sum in accordance with G.L. c. 44, §7(1), or any other enabling authority, or take any other action with respect thereto.

**Background:** Since the onset of the Downtown Smart Growth District, the downtown has welcomed multiple redevelopment projects. One area where the Town has seen significant development has been Haven Street. In order to accommodate this growth, the Town has invested in an extensive utility improvement plan. Additionally, the need has risen to revitalize the Haven Street streetscape for better access for both vehicles and pedestrians. The goal would also be to activate the street to help improve economic growth and activity through improved lighting and amenities to support local businesses. The project would focus on Haven Street (Main St. to High St.) and High Street (Washington St. Woburn St.), with potential improvements to side street approaches and adjacent parking lots as funding allows.

In 2019, the Town hired Beta Group, Inc. to develop a 25% conceptual plan for Haven Street. This conceptual plan included a full topographic survey, traffic analysis, and the 25% design. Beta Group was instrumental in the Main Street improvements and was asked to extend their design and input from Main Street to the Haven Street corridor. During the initial phase of the design, staff input was compiled and incorporated into a functioning conceptual plan. At the November 2022 Subsequent Town Meeting, members voted to approve \$750,000 in design funds. Subsequently, Beta Group was tasked with finalizing the design and bid documents in addition to assisting the Town in pursuit of a Mass Works grant. In September 2023, the State awarded Reading \$2.6 million from the Mass Works Infrastructure Program to support construction of this Project. In 2024, Beta Group provided a revised engineering budget which estimated the reconstruction of Haven and High Street to be approximately \$8M. Beta Group also extended costs for the adjacent streets and the Town owned Upper Haven parking lot for future phases.



To support the projects total cost the Town will be looking to allocate unexpended funds from various accounts and previously completed projects to help supplement the overall project cost. These funds would come from the following sources: Smart Growth Stabilization (\$2,34,726.18), Sustainability Account (\$400,000.00), remaining funds from the West Street TIP project (\$310,895.35) and Downtown Watermain Improvements (minimum \$500,000.00 with a maximum of \$900,000.00 depending on paving costs). Considering the known funds available the Town expects to borrow no more than \$4M for the total project. Furthermore, there is potential to reduce borrowing as the Town is hopeful of receiving a potential federal earmark of \$2.5M that is currently on the House floor. The Town also continues to pursue additional grant opportunities as they present themselves. Below is a breakdown of the funding sources:

MassWorks Grant	\$2,600,000.00
Town Funds	\$1,445,621.53±
Borrowing (Maximum)	\$3,954,378.47
Total Project Cost	\$8,000,000.00

The proposed article is requesting Town Meeting to authorize a total project of \$8M. This is expected to cover construction cost for High Street (Washington St. to Woburn St.) and Haven Street (Main St. to High St.).

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** No Report.

**ARTICLE 10** To see if the Town will vote to adopt a mandatory charge per kilowatt-hour upon Reading Municipal Light Plant’s electricity consumers located within the Town of Reading by accepting the provisions of G.L. c. 25, § 20(c), and authorize the Select Board to execute all documents necessary to qualify the Town as a Green Community under G.L. c.25A, § 10, including the Renewable energy Trust Fund Membership Agreement; or take any other action related thereto.

Select Board

**Background:** 295 communities have been designated as Green Communities across Massachusetts.

**5 criteria that a municipality must meet to qualify for designation as a Green Community**

	<b>Criteria</b>	<b>Reading's Status</b>
1	Adopt as-of-right siting	Achieved
2	Adopt expedited permitting process	Achieved
3	Create an Energy Reduction Plan to reduce energy use by 20% in 5 years	Adopted and funded at Nov 2021 Town Meeting
4	Adopt a fuel-efficient vehicle purchase policy	Adopted June 2021
5	Adopt the Energy Stretch Code	Adopted at Nov 2020 Town Meeting Effective April 1, 2021

In 2021, the Town of Reading submitted its application to be designated a Green Community showing that we meet these criteria.

But there is one more requirement. Green Communities must contribute to the Massachusetts Renewable Energy Trust Fund. To do this, all electricity customers must pay a charge of **\$0.0005/kilowatt-hour** collected through their electric bills (approximately \$3.00 to \$4.00 per year for the average home).

This charge is added to the bills of customers of Investor-Owned Utilities (e.g., Eversource, National Grid) by state law. However, customers of Municipal Light Plants (like RMLD) are not automatically assessed this charge. So, it must be adopted and added by the MLP. RMLD cannot adopt this charge for Reading customers unless Reading Town Meeting approves it.

If approved by Town Meeting, and after execution of an agreement with MA CEC and the Select Board, the charge will be calculated and included in our electric bills from RMLD.

With the implementation of the renewable energy surcharge for Town participation in Green Communities, we expect the average residential customer to pay an additional \$0.41/month or \$4.92/year, paid to MA CEC. Our local electric utility, RMLD, will collect the surcharge each month as part of monthly billing and pass it through to MassCEC. The surcharge is not a charge for RMLD electricity services.

Where does our money go?

All revenues generated by the mandatory charge are deposited into the Massachusetts Renewable Energy Trust Fund which is managed by the Massachusetts Clean Energy Center. The funds are used (i) to promote the increased availability, use and affordability of renewable energy; (ii) to improve existing renewable energy projects and facilities; and (iii) to foster the formation, growth, expansion and retention within the Commonwealth of renewable energy and related enterprises, institutions and projects. Much of it comes back to us in the form of grants, contracts, loans, investments, or rebates.

What do we get back?

In 2021, Green Communities awarded grants totaling \$16.2M to 123 communities.

Upon designation as a Green Community, Reading will receive a designation grant estimated between \$150,000 and \$190,000. Then we can apply for additional grants annually. Grants fund energy efficiency initiatives and renewable energy projects.

17 of Reading's 23 Peer Communities have been designated (**bold**) as Green Communities: **Andover, Bedford, Belmont, Burlington, Canton**, Danvers, **Dedham**, Lynnfield, Mansfield, **Marshfield, Milton, Natick**, North Reading, **North Andover, Shrewsbury, Stoneham, Tewksbury**, Wakefield, **Walpole, Westborough, Westford**, Wilmington, and **Winchester**.

These communities have received on average \$125,000 in grant funding annually.

Designation Year	Municipality	Grant Funding to Date	Years Designated
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2010	Andover	\$1,117,282	14
2010	Dedham	\$634,501	14
2010	Milton	\$1,162,739	14
2010	Natick	\$2,195,952	14
2010	Winchester	\$1,693,873	14
2011	Bedford	\$1,097,306	13
2011	Tewksbury	\$1,310,471	13
2013	Westford	\$1,364,223	11
2014	Belmont	\$401,850	10
2017	Canton	\$650,810	7
2017	Marshfield	\$1,041,845	7
2017	North Andover	\$860,922	7
2017	Stoneham	\$1,215,141	7
2018	Shrewsbury	\$699,317	6
2018	Westborough	\$541,797	6
2020	Burlington	\$705,397	4
2021	Walpole	\$342,135	3

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** To be delivered on the floor of Town Meeting.

**ARTICLE 11** To see if the Town will vote to amend Section 8.8.1.3 of the General Bylaws, Effective Voice Control, by deleting the section and inserting, in place thereof, the following:

**8.8.1.3 Effective Voice Control**

An animal shall be deemed to be “under effective voice control” if it is (i) within the handler’s sight, (ii) refrains from aggressive behavior, (iii) comes immediately when called by its handler, and (iv) the handler is carrying a leash per dog. Aggressive behavior is any behavior that would cause a reasonable person to believe the dog poses an unjustified imminent threat of physical injury to a person or another dog, including but not limited to jumping on, repeatedly barking at, or approaching any person without their consent.

Or take any other action related thereto.

Town Forest Committee/Board of Health

**Background:** Existing Animal Control Bylaw 8.8.1.3 states that: “An animal shall be deemed to be “under effective voice control” if it is within the owner’s or keeper’s sight, the owner or keeper is carrying a leash, and the animal refrains from illegal activities.” The proposed change to the definition of Effective Voice Control would replace the general prohibition of “illegal activities” with specific requirements for the control of dogs in the Town Forest. The need for this proposed change is the result of complaints of aggressive behavior including dog bites of people and other

dogs, jumping on and the sustained barking at visitors to the Town Forest. The Town Forest is a multi-use resource in which all members of the public should feel safe.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** To be delivered on the floor of Town Meeting.

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**ARTICLE 12** To see if the Town will vote to amend Section 8.8.3.2 of the General Bylaws by (1) inserting a new Section 8.8.3.2.3, as follows:

8.8.3.2.3 **Town Forest**  
The maximum number of off-leash dogs shall not exceed two per handler in the Town Forest. Any dog that does not remain under effective voice control, as defined in Section 8.8.1.3, must be placed on a leash or removed from the Town Forest immediately. Dog waste must be removed in accordance with Section 8.8.3.3. Dogs must be leashed when entering or exiting the Town Forest. Visitors who do not abide by these rules may be required to leave the Town Forest, in addition to any enforcement action provided for under G. L. c.40, §21D and Section 1.8 of these Bylaws.

and (2) renumbering the remaining sections accordingly; or take any other action with respect thereto.

Town Forest Committee/Board of Health

**Background:** The current Animal Control section of the General Bylaw allows dogs to be off leash in the Town Forest if they are under effective voice control. There is currently no limit on the number of off leash dogs per handler. Commercial dog walkers regularly bring in eight or more dogs off leash. Frequent conflicts between commercial dog walkers and the public have been reported including attacks by uncontrolled dogs on people and other dogs. Most communities around Reading require dogs to be leashed in public except in a dog park. This proposed change would still permit dogs to be off leash in the Town Forest, but it would limit the number of off leash dogs to two per handler as recommended by Reading's Animal Control Officer.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** To be delivered on the floor of Town Meeting.

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**ARTICLE 13** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide \$150,000 or any other sum or sums of money for the Town Forest thinning project, which will include \$50,000 for Phase 4 of the dead tree removal program and \$100,000 for Phase 5 of the invasive plants control program; or take any other action with respect thereto.

Town Forest Committee

**Background:** This request is for funding to continue the removal of dead trees and for the control of invasive plants in the Town Forest. Red pine trees were planted starting in the 1930s. They are native to latitudes north of Massachusetts. The warming climate has stressed the red pines, making them vulnerable to insects and fungus which kill the trees. These dead trees need to be removed before they fall on visitors to the Town Forest. The dead trees are also a fire risk. The three previous projects removed dead trees from 13.8 acres. This fourth project will remove dead trees from an additional 5.1 acres and will allow for the reopening of a popular trail that is currently closed due to the presence of dead trees. This is anticipated to be the last major phase of dead tree removal. Removal of isolated dead trees may be needed in the future if they pose a threat to the public.

**Finance Committee Report:** At their meeting on October 9, 2024, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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**ARTICLE 14** To see if the Town will vote pursuant to G.L. c. 40, § 15A, to transfer care, custody, management and control of the property known as Grove Street Lot 5, Assessor Map 44 Lot 136, as shown on a plan of land entitled "GROVE STREET, LOT 5 PARKING," prepared by Weston & Sampson Engineers, Inc., date January 23, 2023, as on file with the Town Clerk, to the Reading Conservation Commission for the sole purpose of passive recreation and open space management, including the installation, maintenance, and repair of a passive trail network with associated signage; provided, however, that Reading Department of Public Works shall have the right to replace, repair, maintain, and make necessary improvements to the existing parking area on the property, as shown on said plan; or take any other action with respect thereto.

Select Board

**Background:** In November 2021, the Town Meeting approved the purchase of 371 Grove St. also known as Lot 5 on Grove Street from Meadow Brook Golf Course. The purchase was made to create a municipal parking lot that would be used by residents visiting the Town Forest. Since that purchase, the Town has worked with an engineering firm, Weston & Sampson, to develop the design of said parking lot and to obtain all the required permits. Specifically, given the proximity to protected habitat land, the Town had to obtain approval from the Massachusetts Division of Fisheries & Wildlife, Natural Heritage & Endangered Species Program, to build this parking lot. Finally, the Town worked with our local Conservation Commission to obtain approval for this parking lot.

371 Grove St. also known as Lot 5 was completed and an opening ceremony was held on June 13, 2024. With the opening out-of-the-way there was one final administrative step needed, as part of the Massachusetts Division of Fisheries & Wildlife, Natural Heritage & Endangered Species Program approval the Town agreed to transfer the property to the Conservation Commission to receive permanent protection under Article 97. This protection was a key component in the Town's approval of Natural Heritage. By transferring the land to the conservation commission, it will receive Article 97 protection ensuring no more development will take place on this property outside of the existing maintenance needed to take care of the parking lot.

Benefits of this proposal

- Ratifies commitment to protect the land in perpetuity
- Protects the wildlife corridor between Grove Street and the Town Forest

- Helps to protect the wetland and tributary streams associated with the Ipswich River an important regional resource
- Adds land to the open space inventory

On September 17, 2024 the Reading Town Forest Committee voted unanimously in favor of supporting this transfer to the Conservation Commission.

On September 25, 2024 the Conservation Commission voted unanimously in favor of accepting the land transfer.

The request to Town Meeting is to transfer care, custody, management, and control of the property at 371 Grove Street also known as Grove Street Lot 5, to the Reading Conservation Commission.

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** No Report.

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**ARTICLE 15** To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money for the purposes of making improvements, including full replacement of the floor at the Reading Memorial High School Field House, including the costs of installation, construction, consulting services, audits, plans, documents, cost estimates, bidding services and all related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the Town Manager; and, for the purpose of meeting such appropriation, authorize the Town Treasurer, with the approval of the Select Board, to borrow said sum in accordance with G.L. c. 44, §7(1), or any other enabling authority, or take any other action with respect thereto.

Select Board

**Background:**

At the April 2024 Town Meeting, debt was authorized at \$1.7 million to replace the field house floor and bleachers at Reading Memorial High School. The authorization was required that evening as there was also a vote to move some unused funding from the Parker Roof Capital Project Fund. For the fieldhouse floor and bleachers project to qualify for a transfer from the Parker Roof fund, bond counsel advised that a debt authorization had to be approved for the project before or at the Town Meeting where the transfer from the Parker Roof Capital Project fund was approved. When the debt authorization was presented for the field house floor and bleachers, it was mentioned during the presentation that several options were being considered. If an option other than the exact replacement of the existing floor was chosen as the best option, another authorization would need to be done. A maple floor was selected as the best option for asset life and safety reasons. This option will increase the project costs to \$3 million. This article seeks to increase the debt authorization by \$1.3 million.

Gienapp Architects explored different options to replace the Reading Memorial High School Field House flooring. All options included replacing the track with a similar material, rubber, so

the differences came down to the replacement material at the competition court. The three materials reviewed were:

1. Rubber (In-kind Replacement)
2. Lumaflex (Synthetic and real wood composite material)
3. Maple Hardwood

In reviewing the advantages and disadvantages of each, it became apparent that the material of choice is Maple Hardwood. This is for several reasons:

1. Maple Hardwood has been used as a playing surface for many years and is the preferred material in the athletic world.
2. Maple Hardwood provides a softer surface than a rubber material directly on the slab.
3. Maple hardwood is durable & stable.
4. We were able to review another local flooring layout that utilized a rubber track surrounding a hardwood center court, and the owner was very satisfied with it.
5. Maple Hardwood is more available than Lumaflex, and more local contractors have experience installing it.

The main disadvantage of maple hardwood is its cost. However, it is not exponentially more expensive than Lumaflex. We believe the benefit-to-cost ratio makes it the best option.

The rubber flooring that will replace the areas outside the competition court will increase in thickness slightly. Currently, there is a ~3mm rubber surface; the flooring product that will be the basis of the new floor's design ranges from 4 mm to 8 mm in thickness.

**Finance Committee Report:** At their meeting on October 9, 2024, the Finance Committee voted 8-0 to recommend this Article to Town Meeting.

**Bylaw Committee Report:** No Report.

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**ARTICLE 16** To see if the Town will vote to amend the Town's Zoning Bylaw, for the purpose of achieving compliance with G.L. c. 40A, §3A, the MBTA Communities Act, by amending Zoning Bylaw provisions relating to multi-family housing and business uses, and altering the boundaries of existing zoning districts or establishing new districts, including amendments or insertions within Sections 2, 3, 4, 5, 6, 9, and 10, Tables 5.3.1, 6.3, 9.1.1.7 and 10.5.6, and Appendix C found in the Zoning Bylaw and as generally drafted and described in the materials from the September 19, 2024 Community Planning and Development Commission public hearing entitled "Business-D (Main St) + DSGD 40R, Proposed Bylaw Amendments, Track Changes Version, 9-19-24" and "Business D Conversion (Main Street) 11 x 17 Concept Map", such documents on file with the Town Clerk and available online at <https://www.readingma.gov/826/MBTA-Communities-3A-Process>, or take any other action with respect thereto.

Community Planning and Development Commission

**Background:** Article 16 is a series of zoning amendments that would seek to bring the Town of Reading into compliance with Massachusetts General Law Section 3A – otherwise known as the MBTA Communities Act.

After nearly two years of public engagement, discussions, workshops, and reports, this article focuses on amendments around the geographies of Main Street and the Downtown District.

The Main Street amendments will take existing pieces of the Business-A Zoning District, specifically a series of commercial parcels on North Main Street and the upper portion of South Main Street (from Washington Street to Summer Avenue) and convert them to the newly titled Business-D Zoning District. The Business-D Zoning District will provide new minimum controls for Multi-family development, amend some of the existing Mixed-Use regulations, and provide an Affordable Housing (Inclusionary Zoning) section. Multi-family only structures are limited to 3-stories and 25-units-per-acre on the lot, a density substantially similar to the average development in the corridor built to date. Map changes include the retitling of areas from Business-A to Business-D but also the “un-splitting” of some of the Main Street commercial lots that currently reside in Business-A and the S-15 and A-40 districts.

Section 10.5 of the Zoning Bylaw, *Downtown Smart Growth District (DSGD) 40R Overlay*, is also sought for amendment. The proposal is to increase the by-right density allowances from the existing 20-units-per-acre to 35-units-per-acre. A total of nine 40R projects have been approved, with only one being built under the proposed 35-units-per-acre density. This is sought to help facilitate development without overreaching on past approvals. Other amendments include adding a minimum Open Space requirement, adjusting parking from a per-bedroom rate to a per-unit rate (1.5 parking spaces per unit proposed) and amendments to the Density Tier Schedule to reflect the new allowances. There are no map changes associated with the Downtown 40R District.

This proposal has been vetted to achieve the minimum compliance requirements of Reading’s MBTA Communities obligations

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** No Report.

The proposed amendments appear on the following pages. Proposed amendments are shown in bold and italics, with proposed removals struck-through.

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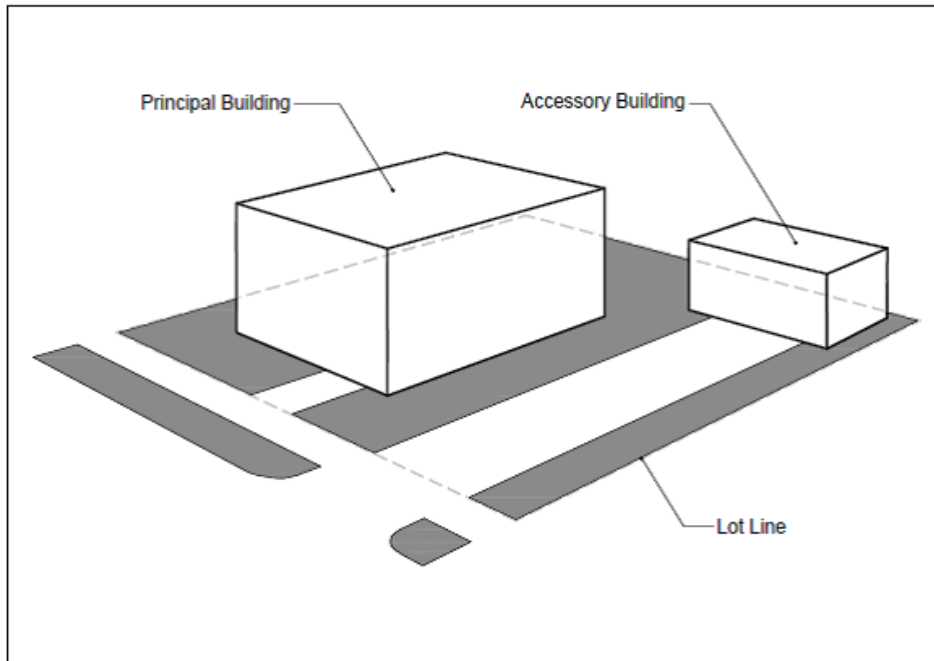
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## 2.0

### DEFINITIONS

As used in the Zoning Bylaw, the following terms shall have the following meanings, except where the context clearly indicates otherwise or a term is specially defined for the purposes of a single Section or group of Sections:

**Accessory Building:** A building that is customarily incidental and subordinate to, and located on the same lot as, a lawful principal building or principal use.



**Affordable Unit:** *A Dwelling Unit which could be purchased or rented by a qualified household whose annual income is at or below 80% of the Area Median Income and at a cost generally of no more than 30% of gross household income, as determined by the Department of Housing and Urban Development (HUD). Such Dwelling Unit is to be subject to an affordable housing restriction to preserve its affordability in the long-term and to the maximum allowances under MGL Ch.40B. Such units must be eligible for addition to the Subsidized Housing Inventory.*

**Alteration:** Any construction, reconstruction or other similar action that results in a change in the structural parts, height, number of stories, exits, size, use, or location of a building or other structure.

**3.0**

**ESTABLISHMENT OF DISTRICTS**

**3.1 Districts**

The Town is hereby divided into the following zoning districts as shown on the Reading Zoning Map:

<b>Type</b>	<b>Full Name</b>	<b>Short Name</b>
Residence .....	Single Family 15 District .....	S-15
Residence .....	Single Family 20 District .....	S-20
Residence .....	Single Family 40 District .....	S-40
Residence .....	Apartment 40 District .....	A-40
Residence .....	Apartment 80 District .....	A-80
Business .....	Business A District.....	Bus A
Business .....	Business B District.....	Bus B
Business .....	Business C District.....	Bus C
<b>Business.....</b>	<b>Business D District.....</b>	<b>Bus D</b>
Industrial .....	Industrial .....	Ind
Overlay .....	Flood Plain District.....	F
Overlay .....	Municipal Building Reuse District .....	MR
Overlay .....	National Flood Insurance.....	NF
.....	Flood Management District	
Overlay .....	Aquifer Protection District.....	AQ
Overlay .....	Planned Unit Development .....	PUD
Overlay .....	Planned Residential Development.....	PRD
Overlay .....	Gateway Smart Growth District.....	GSGD
Overlay .....	Downtown Smart Growth District .....	DSGD

**3.2 Zoning Map**

Districts are shown, defined and bounded on a map, dated ~~April 8, 2013~~ **November 14, 2024 [OR ANY APPROVED TOWN MEETING DATE]** and entitled "Reading Zoning Map," as amended, consisting of an index map and 61 detailed maps, prepared, signed and approved by the Community Planning and Development Commission (CPDC), which constitutes a part of the Zoning Bylaw.

Appended to the Reading Zoning Map and incorporated therein are:

- The "Flood Insurance Rate Map, Massachusetts Middlesex County, Massachusetts" consisting of 7 panels, dated June 4, 2010, which are appended to the Reading Zoning Map as Exhibit 1; and
- The map entitled "Figure 2 Town of Reading, Massachusetts Zone II and Zone III Areas" prepared by Weston & Sampson Engineers, Inc. resulting from a study for the Town of Reading entitled "100 Acre Wellfield Zone II Study" dated July 1996, which shows certain aquifer protection areas consisting of aquifers or recharge areas which is appended to the Reading Zoning Map as Exhibit 2.

The Reading Zoning Map shall be kept on file and current by the Town Engineer, who shall supply copies to the Town Clerk, the Town Planner, the Building Inspector, the Board of Appeals and the CPDC.

## 5.0 USE REGULATIONS

No building, structure or land may be used, arranged or designed for any purpose unless it conforms with the use regulations of the Zoning Bylaw.

### 5.3 Table of Uses

#### 5.3.1 Table of Uses for Business and Industrial Districts

PRINCIPAL USES	BUS A	BUS B	BUS C	BUS D	IND	PUD-B Overlay	PUD-I Overlay
<b>Residential Uses</b>							
Single Family Dwelling	Yes	No	No	<b>Yes</b>	No	No	No
Two Family Dwelling	Yes	No	No	<b>Yes</b>	No	No	No
Multi-Family Dwelling	Yes	No	Yes <sup>1</sup>	<b>Yes</b>	No	No	No
Age restricted Multi-Family Dwelling	No	No	Yes	<b>No</b>	No	No	No
Boarding House	No	No	No	<b>No</b>	No	No	No
<b>Public and Institutional Uses</b>							
Child Care Facility	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Adult Day Care	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Religious or Educational Use Eligible for the Protection of Massachusetts General Laws Chapter 40A Section 3	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Other Religious or Educational Use	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Medical Facility	SPP	SPP	No	<b>SPP</b>	SPP	SPP	SPP
Nursing Home	SPP	SPP	Yes <sup>2</sup>	<b>SPP</b>	No	No	No
Assisted Living Facility or Senior Independent Living Facility	SPP	SPP	Yes <sup>2</sup>	<b>SPP</b>	No	No	No
Non-Profit Philanthropic Institution or Cultural Facility	SPP	SPP	SPP	<b>SPP</b>	SPP	SPP	SPP
Civic or Private Club	Yes	Yes	No	<b>Yes</b>	No	No	No
Community Center	Yes	Yes	Yes	<b>Yes</b>	No	SPP	No
<b>Business and Service Uses</b>							
Restaurant	Yes	Yes	No	<b>Yes</b>	Yes	SPP	Yes
Fast Food Restaurant	Yes	Yes	No	<b>Yes</b>	SPP	SPP	No
Restaurant with Drive-through Window	SPP	No	No	<b>SPP</b>	SPP	No	No
Bar or Tavern	No	No	No	<b>No</b>	No	No	No
Retail Store, up to 35,000 square feet	Yes	Yes	No	<b>Yes</b>	Yes	Yes	Yes
Retail Store, more than 35,000 square feet	No	No	No	<b>No</b>	No	SPP	SPP
Retail Store with Drive-through Window	SPP	No	No	<b>SPP</b>	SPP	SPP	No
Convenience Store	Yes	Yes	No	<b>Yes</b>	Yes	Yes	SPP
Marijuana Establishment	No	No	No	<b>No</b>	No	No	No
Office	Yes	Yes	Yes	<b>Yes</b>	Yes	SPP	No

<b>PRINCIPAL USES</b>	<b>BUS A</b>	<b>BUS B</b>	<b>BUS C</b>	<b>BUS D</b>	<b>IND</b>	<b>PUD-B Overla y</b>	<b>PUD-I Overla y</b>
Health, Exercise or Fitness Club	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Place of Assembly	SPP	SPP	SPP	<b>SPP</b>	SPP	SPP	SPP
Retail Services	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Consumer Service Retail Establishment	Yes	Yes	No	<b>Yes</b>	Yes	Yes	Yes
Professional Services	Yes	Yes	Yes	<b>Yes</b>	Yes	SPP	No
Facility for skilled trades	Yes <sup>3</sup>	Yes <sup>3</sup>	No <sup>3</sup>	<b>Yes<sup>3</sup></b>	Yes <sup>3</sup>	SPP	Yes
Financial Institution	Yes	Yes	Yes	<b>Yes</b>	Yes	SPP	Yes
Computer Services Facility	Yes	Yes	Yes	<b>Yes</b>	Yes	SPP	Yes
Hotel or Motel	SPP	Yes	Yes	<b>SPP</b>	Yes	Yes	Yes
Tourist or Trailer Camp	No	No	No	<b>No</b>	No	No	No
Funeral Establishment	Yes	Yes	No	<b>Yes</b>	Yes	SPP	No
Animal Hospital	Yes	Yes	No	<b>Yes</b>	Yes	SPP	No
Animal Kennel	SPP	No	No	<b>SPP</b>	SPP	SPP	SPP
Pet Grooming	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Self-Service Storage Facility	No	No	No	<b>No</b>	Yes	No	SPP
Wholesale Business with No Warehouse	Yes	SPP	Yes	<b>Yes</b>	Yes	Yes	SPP
Wholesale Business with Warehouse	No	No	No	<b>No</b>	Yes	No	SPP
Junkyard	No	No	No	<b>No</b>	SPP	No	SPP
<b>Automotive Uses</b>							
Sale or Lease of Motor Vehicles	Yes	No	No	<b>Yes</b>	Yes	No	Yes
Short-Term Rental of Motor Vehicles or mobile equipment	Yes	No	No	<b>Yes</b>	Yes	No	Yes
Service Station	Yes	Yes	No	<b>Yes</b>	Yes	No	Yes
Service Station Minimart	Yes	No	No	<b>Yes</b>	Yes	No	Yes
Automotive Repair	Yes	Yes	No	<b>Yes</b>	Yes	No	Yes
Car Wash, Self-Service	SPP	No	No	<b>SPP</b>	No	No	No
Car Wash with mechanical equipment for cleaning automobiles and/or other vehicles	SPP	No	No	<b>SPP</b>	SPP	No	No
Commercial Parking Facility	Yes	Yes	No	<b>Yes</b>	Yes	No	No
Auto Graveyard	No	No	No	<b>No</b>	No	No	No
<b>Industrial Uses</b>							
Computer Services	No	No	Yes	<b>No</b>	Yes	SPP	Yes
Life Science Facility	No	No	Yes	<b>No</b>	Yes	Yes	Yes
Research and Development Facility	No	Yes	Yes	<b>No</b>	Yes	Yes	Yes
Publishing and Printing	No	Yes	Yes	<b>No</b>	Yes	Yes	Yes
Communication Facilities	SPP	SPP	Yes	<b>SPP</b>	Yes	SPP	SPP
Personal Wireless Service Facility (PWSF)	SPP	SPP	SPP	<b>SPP</b>	SPP	SPP	SPP
Service Facility or Accessory Building Providing Enclosed Storage	No	No	No	<b>No</b>	Yes	No	Yes
Trucking Terminal	No	No	No	<b>No</b>	No	No	No

<b>PRINCIPAL USES</b>	<b>BUS A</b>	<b>BUS B</b>	<b>BUS C</b>	<b>BUS D</b>	<b>IND</b>	<b>PUD-B Overla y</b>	<b>PUD-I Overla y</b>
Light Manufacturing	No	No	No	<b>No</b>	Yes	No	Yes
Manufacturing	No	No	No	<b>No</b>	Yes	No	Yes
Energy Production, Renewable sources	No	No	No	<b>No</b>	SPP	No	SPP
Energy Production, Conventional sources	No	No	No	<b>No</b>	SPP	No	SPP
Wholesale Bakery or Food Production	No	No	No	<b>No</b>	SPP	No	SPP
<b>Recreational Uses</b>							
Commercial Amusements	SPS	SPS	No	<b>SPS</b>	SPS	SPS	SPS
Indoor Recreation	No	No	No	<b>No</b>	SPS	No	SPS
Place of Assembly	Yes	SPP	No	<b>Yes</b>	Yes	Yes	Yes
<b>Other Uses</b>							
Public Utilities	Yes	SPP	Yes	<b>Yes</b>	Yes	SPP	Yes
Registered Medical Marijuana Dispensary	No	No	No	<b>No</b>	SPP	No	No
Adult Uses	No	No	No	<b>No</b>	SPP	No	No
Live/Work Facility	SPP	SPP	SPP	<b>SPP</b>	No	No	No
Mixed-Use	SPP	No	SPP	<b>SPP</b>	No	No	No
Agriculture Use Eligible for the Protection of Massachusetts General Laws Chapter 40A Section 3	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Other Agriculture Use	SPP	SPP	SPP	<b>SPP</b>	SPP	SPP	SPP
Structures Accessory to Agriculture Use Eligible for the Protection of Massachusetts General Laws Chapter 40A Section 3	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Commercial Earth Removal	SPA	No	No	<b>SPA</b>	SPA	No	SPA
Mining	No	No	No	<b>No</b>	No	No	No
Uses Substantially Similar to a By-Right Use	SPA	SPA	SPA	<b>SPA</b>	SPA	SPA	SPA

<b>ACCESSORY USES</b>	<b>BUS A</b>	<b>BUS B</b>	<b>BUS C</b>	<b>Bus D</b>	<b>IND</b>	<b>PUD-B Overla y</b>	<b>PUD-I Overla y</b>
Agriculture Use Eligible for the Protection of Massachusetts General Laws Chapter 40A Section 3	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Other Agriculture Use	SPP	SPP	SPP	<b>SPP</b>	SPP	SPP	SPP
Structures Accessory to Permitted Agriculture Use	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes

<b>ACCESSORY USES</b>	<b>BUS A</b>	<b>BUS B</b>	<b>BUS C</b>	<b>Bus D</b>	<b>IND</b>	<b>PUD-B Overlay</b>	<b>PUD-I Overlay</b>
Structures Accessory to Agriculture Use Eligible for the Protection of Massachusetts General Laws Chapter 40A Section 3	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Attached Accessory Apartment Contained Within an Existing Single-Family Dwelling – no addition to gross floor area	Yes	Yes	No	<b>Yes</b>	No	No	No
Detached Accessory Apartment Associated with Single-Family Dwelling	SPA	SPA	No	<b>SPA</b>	No	No	No
Home Occupation	SPP	SPP	No	<b>SPP</b>	SPP	No	No
Bed and Breakfast	Yes	Yes	Yes	<b>Yes</b>	No	No	No
Family Child Care Home <sup>4</sup>	SPP	SPP	SPP	<b>SPP</b>	No	No	No
Animal Kennel	No	No	No	<b>No</b>	No	No	No
Retail and/or Personal Services solely for employee use, within manufacturing or office	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Manufacturing and Industrial Operations	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Storage of commercial building materials, equipment, or vehicles over 10,000 pounds <sup>5</sup>	No	No	No	<b>No</b>	No	No	No
Storage of commercial landscaping equipment, materials, supplies, and/or commercial vehicles over 10,000 pounds	No	No	No	<b>No</b>	No	No	No
Short-Term Rental of Motor Vehicles or mobile equipment	Yes	No	No	<b>Yes</b>	Yes	No	Yes
Outdoor Commerce, Dining, Programming, or Storage <sup>6</sup>	MSPR	MSPR	MSPR	<b>MSPR</b>	MSPR	MSPR	MSPR
Service Facility or Accessory Building Providing Enclosed Storage	Yes	Yes	Yes	<b>Yes</b>	Yes	Yes	Yes
Commercial Automotive Repair or Service Station	No	No	No	<b>No</b>	No	No	No
Preservation of a Carriage House, Stable, or Barn for Use as a Detached Accessory Apartment	Yes	No	No	<b>Yes</b>	No	SPP	No
Beacon	No	No	No	<b>No</b>	No	No	No

**Notes:**

- <sup>1</sup> Townhouse style Multi-Family Dwelling only in Business C Planning Subdistrict A.
- <sup>2</sup> Permitted only in Business C Planning Subdistricts B and D.
- <sup>3</sup> Requires on-site garage for all vehicles and enclosed storage for all materials.
- <sup>4</sup> The total number of children under age sixteen (16) in a family child care home shall not exceed ten (10), including participating children living in the residence.

- <sup>5</sup> Except by a contractor performing construction work on the premises.
- <sup>6</sup> Also allowed by MSPR in the Downtown Smart Growth District (40R Overlay). Not applicable to Home Occupation or Special Home Occupation uses in any district.

## 5.6.7 Mixed-Use Regulations

In a Mixed-Use project, the uses may be combined either horizontally or vertically. In a Mixed-Use project, the uses may be combined within the same structure, as described herein, or separated into different structures if approved by the CPDC. Mixed-Use projects along south Main Street shall be designed to comply with the South Main Street Design Best Practices. The CPDC may, by Special Permit, authorize a Mixed-Use project within the Business A, ~~or~~ Business C, **or Business D** zoning districts, provided that the following requirements are met:

### 5.6.7.1 Dimensional Requirements

The Intensity Regulations of Section 6.0 and the Dimensional Requirements of Table 6.3 shall apply, with the following exceptions:

- a Mixed-Use project proposed on a corner lot shall have a minimum 5' setback from both streets.
- b A Mixed-Use project with a permanent shared parking arrangement with any abutting non-residentially zoned property may have a 0' setback from said abutting property.

### 5.6.7.2 Commercial Component

a The ~~g~~**Gross f**~~l~~**oor a**~~l~~**Area** dedicated to commercial space within a Mixed-Use project shall be not less than ~~20~~**5**% of the ~~g~~**Gross f**~~l~~**oor a**~~l~~**Area** of the structure or structures comprising the project, after spaces for access, circulation, egress, mechanicals, and utilities are netted out.

b **The** CPDC may waive **the commercial percentage requirement to** ~~or~~ allow flexibility for certain dimensional or the requirements for a Mixed-Use project that provides **viable** space for existing commercial tenants, ~~so as to maintain current viable businesses on the premises post redevelopment.~~ **In no instance shall a waiver for commercial space that totals less than 12.5% of total Gross Floor Area be considered.**

### 5.6.7.3 Residential Component

a In the portion of a Mixed-Use project that fronts on Main Street, residential units shall be located at the rear or on upper floors only.

b Affordable ~~u~~**Units** shall be provided in projects of ~~ten (10)~~ **thirteen (13)** or more residential units, as follows:

- 1 A minimum of ~~12.5~~**10**% of units shall be made affordable to households earning at or below 80% of Area Median Income, as determined annually by the United States Department of Housing and Urban Development (HUD).
- 2 Fractional numbers shall always be rounded up (i.e., 1.4 shall be rounded up to 2).
- 3 The CPDC may waive or allow flexibility for certain dimensional requirements of Section 6.0 and Table 6.3 for a Mixed-Use project that provides at least 10% of units affordable to households earning at or below 50% of Area Median Income, OR that provides at least 15% of units affordable to households earning at 80% of Area Median Income.

### 5.6.7.4 Parking

a Parking for residential units shall be provided at a minimum ratio of 1.25 per unit.

- b Parking for commercial uses shall be provided at a minimum ratio of 1 per 300 square feet. Shared parking arrangements between sites are encouraged for commercial uses.
- c Up to 30% of the total required parking spaces for a Mixed-Use project may be striped and marked as compact spaces (8' X 16').
- d A comprehensive parking plan shall be submitted that shows that the parking for the Mixed-Use project is sufficient in terms of the residential use, as well as the commercial use, detailing how both would work together and be managed and how overflow parking of employees and customers will be mitigated.
- e Bicycle parking shall be provided in any residential parking garage, and on-site for commercial uses.
- f CPDC may waive or allow flexible for certain dimensional or the requirements for a Mixed-Use project that provides one or more electric vehicle charging stations, or accommodations for car-sharing (e.g. Zip Car), or one or more spaces for App Ride/TNC drop-off and pick-up.

#### 5.6.7.5 Loading

- a Loading shall not be staged on Main Street or on any principal streets, side streets or residential streets.
- b Loading spaces shall be contained entirely on the property of the Mixed-Use project.
- c One (1) loading space shall be provided for each Mixed-Use project.
- d An Applicant shall provide a Loading Management Plan that clearly describes how loading for commercial and residential uses will occur and be managed, and how any adverse impacts of such to residential tenants and abutters will be avoided and/or mitigated.

#### 5.6.7.6 Curb Cuts and Driveways

- a A Mixed-Use project should strive to limit the number and length of curb cuts on Main Street. ~~Where feasible, the Site Plan may consider alternative access points from side streets.~~
- b CPDC may waive or allow flexible for certain dimensional or the requirements for a Mixed-Use project that provides for a future driveway connection to an adjacent parcel or parcels shall be given favorable consideration on requests for waivers, dimensional or otherwise.

#### 5.6.7.7 Waivers

- a Upon request from the Applicant, the CPDC may consider waiving dimensional and/or other requirements from Sections 5.6.7~~8~~ and 6.0, and Table 6.3, to promote design flexibility and achieve appropriate density, affordability, mix of uses or design quality if it finds such waiver(s) maintain the intent, purpose and objectives of these Sections. ***In no instance shall a waiver for excess height, as prescribed in Section 6.0, be considered.***
- b The ***Affordability*** provisions of Section ~~5.6.7.3s 5.6.8.2 and 5.6.8.3~~ ***for a Mixed-use project in Business-A, Business-C, or Business-D*** shall not be waived.

### 5.7 Inclusionary Zoning Regulations

#### 5.7.1 Purpose

***This Inclusionary Zoning Bylaw has been adopted for the following purposes:***

***To increase the supply of housing in the Town of Reading that is permanently available to, and affordable by, low- and moderate-income households and to***

**encourage a greater diversity of housing accommodations to meet the needs of families.**

**To maintain a satisfactory proportion of the Town's housing stock as Affordable Units.**

**To achieve the goals set in the Town's long-term visioning plans, including but not limited to, the Housing Production Plan and Master Plan.**

## **5.7.2 Administration and Standards**

### **5.7.2.1 Administration**

**When Inclusionary Zoning requirements apply the Applicant shall submit to the Approving Authority a use restriction or regulatory agreement for the designated Affordable Units. That agreement shall establish an affordability restriction for the maximum period allowed by law. The use restriction or regulatory agreement shall include a right of first refusal for the Town of Reading upon the transfer of such restricted units.**

**As required the Applicant shall also submit a site approval letter from either the subsidizing agency or other agency authorized by the Executive Office of Housing and Livable Communities (EOHLC) under Housing Appeals Committee Regulations.**

**The following requirement shall be a condition of developments which require Affordable Units in order to prevent a disproportionate number of non-affordable units being occupied prior to the completion and occupancy of the Affordable Units.**

- a. No market rate units exceeding 25% of the total units shall be occupied unless 25% of the Affordable Units have been completed and occupancy permits issued therefor.**
- b. No market rate units exceeding 50% of the total units shall be occupied unless 50% of the Affordable Units have been completed and occupancy permits issued therefor.**
- c. No market rate units exceeding 75% of the total units shall be occupied unless 75% of the Affordable Units have been completed and occupancy permits issued therefor.**
- d. No market rate units exceeding 95% of the total market rate units shall be occupied unless 100% of the Affordable Units have been completed and occupancy permits issued therefor.**

**Both the Zoning Enforcement Officer and the Community Development Director shall be responsible for the administering and enforcing the requirements of this section.**

### **5.7.2.2 Standards**

**Affordable Units shall be dispersed and integrated equitably throughout the development and shall be compatible in design, construction, and quality of**

**exterior and interior materials with Market Rate Units. Affordable Units shall be dispersed proportionately among unit sizes and bedroom counts; and shall be located such that the Affordable Units have equal access to shared amenities and equal avoidance of any potential nuisances within the development.**

### **5.7.3 District Requirements and Applicability**

#### **5.7.3.1 Business-A Zoning District**

**Affordable Units shall be required in Multi-family projects located in the Business A Districts, as follows:**

- Twelve and One-half percent (12.5%) of all Dwelling Units constructed in a project of 13 or more units shall be Affordable Units, whether rental or ownership units. This shall apply to any new construction and to projects involving the substantial rehabilitation, expansion, reconstruction or conversion of existing structures that increases number of residential units on the lot to 13 or more units. No project may be divided or phased to avoid this requirement.**
- Any required Affordable Units shall be made affordable to households earning at or below 80% of the Area Median Income, as determined annually by the United States Department of Housing and Urban Development (HUD).**
- Fractional numbers shall always be rounded up (i.e., 1.4 shall be rounded up to 2).**

#### **5.7.3.2 Business-D Zoning District**

**Affordable Units shall be required in Multi-family projects located in the Business D Districts, as follows:**

- Twelve and One-Half percent (12.5%) of all Dwelling Units constructed in a project of thirteen (13) or more units shall be Affordable Units, whether rental or ownership units. This shall apply to any new construction and to projects involving the substantial rehabilitation, expansion, reconstruction or conversion of existing structures that increases number of residential units on the lot to 13 or more units. No project may be divided or phased to avoid this requirement.**
- Any required Affordable Units shall be made affordable to households earning at or below 80% of the Area Median Income, as determined annually by the United States Department of Housing and Urban Development (HUD).**

- **Where the computation of required number of Affordable Units results in a fractional number computations of required number of Affordable Units shall round up to the closest integer, unless that integer results in Affordable Units exceeding 12.5% of the projects total units in which case the computation shall round down to the next closest integer.**

**Table 5.7.3.2 Business D District's Affordable Unit Requirements**

<b>Total Units</b>	<b>Affordable Units Required</b>
<b>1-12</b>	<b>0</b>
<b>13-15</b>	<b>1</b>
<b>16-24</b>	<b>2</b>
<b>25-31</b>	<b>3</b>
<b>32-39</b>	<b>4</b>
<b>40-47</b>	<b>5</b>
<b>Additional Units to be calculated as described</b>	

## 6.0 INTENSITY REGULATIONS

No use shall be established, nor building or structure erected in any district unless it conforms to the dimensional regulations of the Zoning Bylaw, or has been granted the relief allowable by law. No existing lot, building or structure shall be made non-conforming or become more non-conforming with the dimensional regulations of the Zoning Bylaw unless granted the relief allowable by law.

### 6.2.4 Gross Floor Area

~~6.2.4.1~~ In Apartment 40 and Business A Districts, the gross floor area of a Multi-Family Dwelling, that is not part of a Mixed-Use project, shall not exceed forty percent (40%) of the lot area.

6.2.4.12 In the Apartment 80 Districts, the gross floor area of a Multi-Family Dwelling shall not exceed the lot area.

6.2.4.23 The ~~g~~Gross ~~f~~Floor ~~a~~Area dedicated to commercial space within a Mixed-Use project shall be not less than 205% of the ~~g~~Gross ~~f~~Floor ~~a~~Area of the structure or structures comprising the project, after spaces for access, circulation, egress, mechanicals, and utilities are netted out **unless a waiver pursuant to Section 5.6.7 is granted.**

### 6.2.5 Landscaped Area

6.2.5.1 In Apartment 40, ~~and Business A,~~ **and Business D** Districts, not less than **fifteen** ~~twenty-five~~ percent (215%) of the area of a lot containing a Multi-Family Dwelling, that is not part of a Mixed-Use project, **being redeveloped** shall be a landscaped area.

6.2.5.2 In Apartment 80 Districts, not less than thirty-five percent (35%) of the area of a lot containing a Multi-Family Dwelling shall be a landscaped area.

### 6.2.6 Buildings Per Lot

6.2.6.1 In the Apartment 80, Business A, Business C, **Business D**, Industrial and PUD-I Districts, a lot may have more than one principal building.

6.2.6.2 Where two or more principal buildings are permitted on the same lot:

- a The minimum distance between the buildings shall be determined, at the discretion of the Building Inspector, as follows:
  - 1 The total distance between the proposed building(s) and any proposed or existing building(s) on the lot is adequate to meet Building Code and Fire Code requirements, accounting for fire-rating and other fire prevention/suppression features; and
  - 2 The Fire Department has sufficient access between the buildings.
- b The area between the buildings shall be maintained and kept clear by the property owner.

### 6.3 Table of Dimensional Controls

Use	Minimum Lot Width (Feet)	Minimum Area (Square Feet)	Minimum Frontage (Feet)	Required Front Yard <sup>1</sup> (Feet)	Required Side Yard (Feet)	Required Rear Yard (Feet)	Maximum Coverage % of Lot	Maximum Building Height <sup>2</sup> (Feet)
<b>One or Two Family Dwelling</b>								
In S-15 District	60	15,000	100	20	15	20	25	35
In S-20 Districts	80	20,000	120 <sup>3</sup>	20	15	20	25	35
In S-40 Districts	80	40,000	200	20	15	20	25	35
In A-40 Districts		10,000	80	20	15	20	25	40
In Bus-A Districts		NA	NA	15 <sup>4</sup>	10 <sup>4</sup>	20 <sup>4</sup>	25	45
<b><i>In Bus-D Districts</i></b>		<b>NA</b>	<b>NA</b>	<b>15</b>	<b>10</b>	<b>25</b>	<b>25</b>	<b>45</b>
<b>Multi-Family Dwelling</b>								
In A-40 Districts		40,000	80	30	30	30	25	40
In A-80 Districts		80,000	NA	60	60	60	12.5	60
In Bus-A Districts		40,000	NA	15	30	30	25	40
<b><i>In Bus-D Districts<sup>9</sup></i></b>		<b>10,000</b>	<b>60</b>	<b>10</b>	<b>10</b>	<b>25</b>	<b>70</b>	<b>35</b>
In S-15 Districts		100,000 +	100	20	15	20	25	35
In S-20 Districts		100,000 +	120	20	15	20	25	35
In S-40 Districts		100,000 +	200	20	15	20	25	35
In A-40 Districts		100,000 +	80	20	15	20	25	40
In A-80 Districts		100,000 +	NA	20	NA	NA	NA	60
<b>Mixed-Use</b>								
In Bus-A Districts		NA	NA	5	10 <sup>4</sup>	20 <sup>4</sup>	60	45
In Bus-C Districts		NA	NA	10 <sup>4</sup>	10 <sup>4</sup>	10 <sup>4</sup>	60	55 <sup>5</sup>
<b><i>In Bus-D Districts</i></b>		<b>NA</b>	<b>NA</b>	<b>5</b>	<b>10</b>	<b>25</b>	<b>70</b>	<b>45</b>
<b>Hotel or Motel</b>								
In Bus-A Districts		NA	NA	50 <sup>4</sup>	10 <sup>4</sup>	20 <sup>4</sup>	60	45

Use	Minimum Lot Width (Feet)	Minimum Area (Square Feet)	Minimum Frontage (Feet)	Required Front Yard <sup>1</sup> (Feet)	Required Side Yard (Feet)	Required Rear Yard (Feet)	Maximum Coverage % of Lot	Maximum Building Height <sup>2</sup> (Feet)
In Bus-B Districts		NA	NA	NA	NA	20	85	45
In Bus-C Districts		NA	NA	10 <sup>4</sup>	10 <sup>4</sup>	10 <sup>4</sup>	60	55 <sup>5</sup>
<b><i>In Bus-D Districts</i></b>		<b>NA</b>	<b>NA</b>	<b>50</b>	<b>10</b>	<b>25</b>	<b>60</b>	<b>45</b>
In Ind Districts		NA	NA	50 <sup>6 &amp; 8</sup>	20 <sup>6</sup>	20 <sup>6</sup>	60	60 <sup>7</sup>
<b>Other Permitted Principal Use</b>								
In S-15 Districts		15,000	100	20	15	20	25	35
In S-20 Districts		20,000	120	20	15	20	25	35
In S-40 Districts		40,000	200	20	15	20	25	35
In A-40 Districts		10,000	80	20	NA	NA	NA	40
In A-80 Districts		80,000	NA	20	NA	NA	NA	60
In Bus-A Districts		NA	NA	15 <sup>4</sup>	10 <sup>4</sup>	20 <sup>4</sup>	60	45
In Bus-B Districts		NA	NA	NA	NA	20	85	45
In Bus-C Districts		NA	NA	10 <sup>4</sup>	10 <sup>4</sup>	10 <sup>4</sup>	60	55 <sup>5</sup>
<b><i>In Bus-D Districts</i></b>		<b>NA</b>	<b>NA</b>	<b>15</b>	<b>10</b>	<b>25</b>	<b>60</b>	<b>45</b>
In Ind Districts		NA	NA	20 <sup>6 &amp; 8</sup>	20 <sup>6</sup>	20 <sup>6</sup>	60	60
<b>Exempt Uses – School and Church</b>								
In S-15 Districts		15,000	100	15	30	30	25	35
In S-20 Districts		20,000	120	15	30	30	25	35
In S-40 Districts		40,000	200	15	30	30	25	35
In A-40 Districts		10,000	80	NA	30	30	NA	40
In A-80 Districts		80,000	NA	NA	30	30	NA	60
In BUS-A Districts		NA	NA	10 <sup>4</sup>	30 <sup>4</sup>	30 <sup>4</sup>	60	45
In BUS- B Districts		NA	NA	NA	30	30	85	45
In BUS-C Districts		NA	NA	10 <sup>4</sup>	30 <sup>4</sup>	30 <sup>4</sup>	60	55

Use	Minimum Lot Width (Feet)	Minimum Area (Square Feet)	Minimum Frontage (Feet)	Required Front Yard <sup>1</sup> (Feet)	Required Side Yard (Feet)	Required Rear Yard (Feet)	Maximum Coverage % of Lot	Maximum Building Height <sup>2</sup> (Feet)
<b>In Bus-D Districts</b>		<b>NA</b>	<b>NA</b>	<b>10</b>	<b>30</b>	<b>35</b>	<b>60</b>	<b>45</b>
In Ind Districts		NA	NA	20 <sup>6 &amp; 8</sup>	20 <sup>6</sup>	20 <sup>6</sup>	60	60

- 1 In Residence Districts, irrespective of the requirements set forth in this Table, the required front yard for any building other than a Multi-Family Dwelling shall be ten (10) feet or the average of the actual front setbacks of the buildings on the adjacent lots on either side, whichever is greater. For the purposes of this requirement, if an adjacent lot is vacant, it shall be deemed to be occupied by a building with a required front yard as specified in this Table.
- 2 Maximum height limits shall not apply to appurtenances such as: chimneys, elevators, poles, spires, tanks, towers or similar structures not intended to be used for human occupancy.
- 3 In Single Family 20 Districts, the required frontage shall be reduced to not less than eighty (80) feet if the street line is a curve having a radius of not more than two hundred (200) feet, and the lot has a width of not less than one hundred twenty (120) feet, measured along the rear of the required front yard.
- 4 In Business A and C Districts, the required yard measured from a street which is not designated as the front lot line shall be twenty (20) feet for any building other than a Multi-Family Dwelling, which shall be 30 feet. A Mixed-Use project proposed on a corner lot may have a five (5) feet setback from both streets. A Mixed-Use project with a permanent shared parking arrangement with any non-residentially zoned abutting property may have a 0' setback from said abutting property.
- 5 Fifty-five (55) feet, except ninety-five (95) feet if the structure is located within four hundred (400) feet of the property line adjacent to Route 128, as the property line exists on May 1, 2000, including ramps, and south of Jacob Way and excluding areas within two hundred (200) feet of the residential zoning district to the west, all as more specifically shown on a plan entitled: "Plan Showing Height Limitation and Setback Areas, Business C District in Reading, Mass.," dated March 27, 2000, Scale 1" = 60', by Hayes Engineering, Inc., on file with the Reading Town Clerk.
- 6 Where an Industrial District lot directly adjoins another Industrial District lot, the applicable Required Side Yard or Required Rear Yard where the adjacency occurs can be reduced or eliminated, at the discretion of the Building Inspector, if the following conditions are met:
  - a The total distance between the proposed building(s) and existing building(s) on adjacent lots is adequate to meet Building Code and Fire Code requirements, accounting for fire-rating and other fire prevention/suppression features; and
  - b The Fire Department has sufficient access between the proposed building(s) and existing building(s) on adjacent lots. The area(s) between any proposed building(s) and the lot line(s) shall be maintained and kept clear by the property owner.
- 7 Except as provided in Section 6.2.3.1
- 8 In an Industrial District, the Required Front Yard shall be five (5) feet for canopies over any drive-through facility.
- 9 ***In Business D Districts Multi-family uses shall not exceed a maximum of 25 units per acre on a lot. Where the computation of maximum units results in a fractional number, a fraction above one-half shall be rounded to the next whole number and a fraction of one-half or below shall be rounded down to the whole number.***

**6.5 Landscape Standards**

**6.5.2** Side yards required by the Intensity Regulations set forth in Section 6.0 of the Zoning Bylaw shall be landscaped. Such side yards shall be planted with a combination of grass, shrubs of appropriate height and shade trees. If there is not an adequate amount of side yard area to landscape, a fence may be allowed as an alternative; provided, however, that chain link fencing shall not be permitted. ~~No parking area or driveway shall be allowed within such side yard.~~

**6.5.7** ~~Proposed development shall provide t~~**Trees along a public way shall be spaced at a minimum rate of one tree per every** intervals of fifty (50) feet **of frontage of the property**; provided, however, that no trees shall be planted within fifty (50) feet of an intersection or future intersection. ~~Trees on one (1) side of a street may be set either opposite or diagonally to trees on the opposite side.~~ **planting locations** shall be planted two and a half (2½) feet behind the sidewalk or six (6) feet behind the gutter line and always within the right of way. ~~The location of all the proposed trees must be reviewed by the Tree Warden on site and approved prior to installation.~~

***Alternatively, a payment-in-lieu of providing front-yard trees as required above, into a fund established by the Town of Reading for the placement of trees that shade and provide to the pedestrian realm, at a rate of \$750 (in 2024 dollars; indexed to inflation for years beyond 2024) per required tree may be provided.***

**9.0 PARKING**

**Off-Street Parking and Loading and Unloading Requirements:**

Principal Use	Minimum Number of Off-Street Parking Spaces Required	Minimum Number of Off-Street Loading and Unloading Spaces Required
Apartment <b>Multi-family</b> Dwelling	One and one-half spaces for each dwelling unit.	One space for each twenty (20) rental units.

**10.5 Downtown Smart Growth District (DSGD)**

**10.5.5.1 Allowed Uses**

The following uses shall be permitted as-of-right in the DSGD upon Plan Approval pursuant to the provisions of this article:

- 1** Multi-family Residential
- 2** Office \*
- 3** Retail \*
- 4** Restaurant \*
- 5** Institutional \*
- 6** Consumer Service \*

\* Only as part of a Mixed-Use Development; see Section 10.5.7 below

In addition to the allowed uses listed above, the following uses are permitted as-of-right for Development Projects within the DSGD subject to the requirements of this Article.

- 7** Open Space
- 8** 8 Parking accessory to any of the above permitted uses, including surface, garage-under, and structured parking
- 9** 9 Accessory uses customarily incidental to any of the above permitted principal uses

**10.5.6 Dimensional and Other Requirements**

Applications for Plan Approval shall be governed by this Section 10.5 and the Design Standards for the Downtown Smart Growth District.

<b>Building Type</b>	<b>Mixed-Use with Commercial 1st Floor</b>	<b>Other Mixed-Use or Residential Only</b>
Maximum Floor Area Ratio (FAR) (Gross Floor Area / Lot Size)	2.8	2.4
Minimum Lot Frontage	50 feet	
Maximum Lot Coverage	N/A	
<b>Minimum Open Space</b>	<b>5%</b>	
Minimum Lot Area	6,000 SF	
Number of Buildings per lot	N/A	

Building Type	Mixed-Use with Commercial 1st Floor	Other Mixed-Use or Residential Only
Maximum Building Frontage	300 feet	
Minimum Front Setback <sup>1</sup>	50 feet	
Maximum Front Setback <sup>1</sup>	10 feet	
Minimum Side / Rear Setback <sup>2</sup> abutting a Residential Zone	15 feet	
Minimum Side / Rear Setback <sup>2</sup> in DSGD or abutting Business-B	0 feet	
Total minimum setback from one or more lot lines (any combination of front, rear, or sides), inclusive of a 15' setback when directly abutting a lot containing a single-family, 2-family or 3-family dwelling, either within or outside of the District.	30 feet	
Interior Setback (between buildings on same lot)	15 feet	

<sup>1</sup> See 7.1.1 of the Design Standards for front façade setback requirements

<sup>2</sup> See 7.1.2 of the Design Standards for building step-back requirements

**Setbacks:** Where projects are within a Transitional Area (as defined in this Bylaw and in the Design Guidelines), setbacks may be further increased by the AA to no greater than 30 feet upon a finding based on the project's massing, scale, or architectural design, that the project fails to be compatible with the character of nearby residential buildings.

**Step-backs:** Where projects are within a Transitional Area (as defined in this Bylaw and in the Design Guidelines), step-back requirements may be further increased by the AA to no greater than 25 feet upon a finding based on the project's massing, scale, or architectural design, that the project fails to be compatible with the character of nearby residential buildings.

#### 10.5.6.1 Residential Density Allowances

The following residential densities shall be allowed on all lots and within all buildings within the DSGD pursuant to the requirements of this Section 10.5:

Multifamily Residential ~~20~~ **35** Units per acre

- a The Approving Authority may provide a waiver as specified in Section 10.5.12 to allow a density in excess of that stated above.
- b The Approving Authority may provide a waiver as specified in Section 10.5.12 to promote the renovation or adaptive reuse of existing buildings.

#### 10.5.7 Mixed-Use Development

Development Projects may include a portion not to exceed 50% of the total Gross Floor Area to be used for non-residential uses including Office, Retail, Restaurant, Service or

Institutional Uses; provided that Office or Institutional uses may not utilize more than 33% of the total commercial Gross Floor Area.

A minimum of **12.5** ~~10~~% of the Development Project's total Gross Floor Area shall be dedicated to commercial use, the calculation for which may include any private outdoor space that is also dedicated to commercial use.

**10.5.8 Off-Street Parking and Loading**

**10.5.8.1 Off-Street Parking**

Retail stores, offices and consumer service establishments located within three hundred (300) feet of a public off-street parking facility shall be exempt from off-street parking requirements. In all other cases, off-street parking shall be provided to meet the following minimum requirements:

Retail or Restaurant.....	2 spaces
Office and Institutional.....	2 spaces per 1,000 square feet
Residential Units ( <del>studio and 1 bedroom</del> ) .....	1.25 spaces per unit
Residential Units ( <del>2 bedroom</del> ).....	1.50 spaces per unit
Residential Units ( <del>greater than 2 bedroom</del> ) .....	2 spaces per unit
Other Non-Residential, less than 2,000 square feet .....	0 spaces
Other Non-Residential, 2,000 square feet or more.....	1 space per 2,000 square feet leasable space in excess of 2,000 square feet

As indicated above, off-street parking is not required for Other Non- Residential uses in the district unless such use exceeds 2,000 square feet of net floor area.

**10.5.12 Waivers**

Upon request of the Applicant, the Approving Authority may waive dimensional and other requirements, including design standards, with conditions, in the interests of design flexibility and overall project quality, and upon a finding of consistency of such variation with the overall purpose and objectives of the DSGD and the Reading Master Plan, or if it finds that such waiver will allow the project to achieve the density, affordability, mix of uses and/or physical character allowed under this Section 10.5. Notwithstanding anything to the contrary in this Zoning Bylaw, the Affordability provisions of Section 10.5.10 shall not be waived, except as expressly provided in Section 10.5.10.1.

The Approving Authority will take into consideration the following design objectives when determining whether a waiver or waivers shall be granted:

1. Additional open space and connectivity between sites and to existing open space areas;
2. Commercial space of a quality and size characteristic of a downtown business district;
3. Long-term shared parking agreements or other mechanisms to creatively and efficiently utilize or add to existing parking supply;
4. High performance building design that increases energy efficiency and minimizes utility and maintenance costs to end users, and that provides for building resiliency to adopt future technologies and sustainable strategies as they become available;
5. Preservation or rehabilitation of historic properties or other buildings considered significant to the Town; and

6. Deeper or broader affordability with units that are comparable in size, location, accessibility, amenities and utilities to other units in the development (i.e., units affordable to households earning at or below 50% Area Median Income, or additional units available to households earning at or below 80% Area Median Income).
7. Installation and implementation of green infrastructure or other innovative nature-based solutions or methods for stormwater management.

#### 10.5.12.1 Tiered Schedule for Density Waiver Requests

Applicants specifically seeking a waiver for density in excess of 20 units per acre shall adhere to the following guidelines:

- 1 All projects shall achieve high performance building design that exceeds minimum energy code baseline and is designed to the LEED Certified standard, Passive House standard, Net Zero, or equivalent rating system; that increases energy efficiency and minimizes utility and maintenance costs to end users; and that provides for building resiliency to adopt future technologies and sustainable strategies as they become available;
- 2 For the purposes of determining project density and Payment In Lieu of Open Space, fractional numbers shall always be rounded to the next highest integer;
- 3 Tiered requirements are intended to apply to the entirety of a project, not just the portion within that tiered density;
- 4 Compliance with the tiered schedule below in and of itself does not guarantee the waiver will be granted; CPDC will maintain their right to consider the waiver request in the context of the whole proposal and in consideration of its impacts to the Downtown Smart Growth District. However, a request for a waiver for density in excess of ~~20~~ **35** units per acre shall be considered more favorably, up to a maximum of 50 units per acre, if providing, cumulatively, the following:

##### ~~Tier 1: 21-25 units per acre~~

~~Tier 1 requirements are as follows (provide at least one):~~

- ~~a **Open Space:** Open Space provided at grade as well as Private Amenity Space for tenants; or~~
- ~~b **Commercial:** Commercial tenant space that is not less than 12.5% of the total Gross Floor Area of the building; or~~
- ~~c **Parking:** A minimum of 2 visitor or guest parking spaces;~~
- ~~d **Historic:** The preservation or rehabilitation of historic properties or other buildings considered significant to the Town.~~

##### ~~Tier 12: 236-40 units per acre~~

~~Tier 1 2 requirements are as follows (provide at least one additional from a category not chosen under Tier 1):~~

- ~~a. **Open Space:** Open Space shall be provided:
 
  - ~~i. on-site, comprising 10% of the lot area; at least 50% of which is provided at-grade and is publicly accessible; or~~
  - ~~ii. indirectly, as a Payment In Lieu of providing Open Space as required above, into a fund established by the Town of Reading for the acquisition of land for open space purposes and /or the creation or improvement of pathways, trails and other open space amenities, at a rate of \$75 (in 2022 dollars indexed to inflation), per square foot of offset open space.~~~~

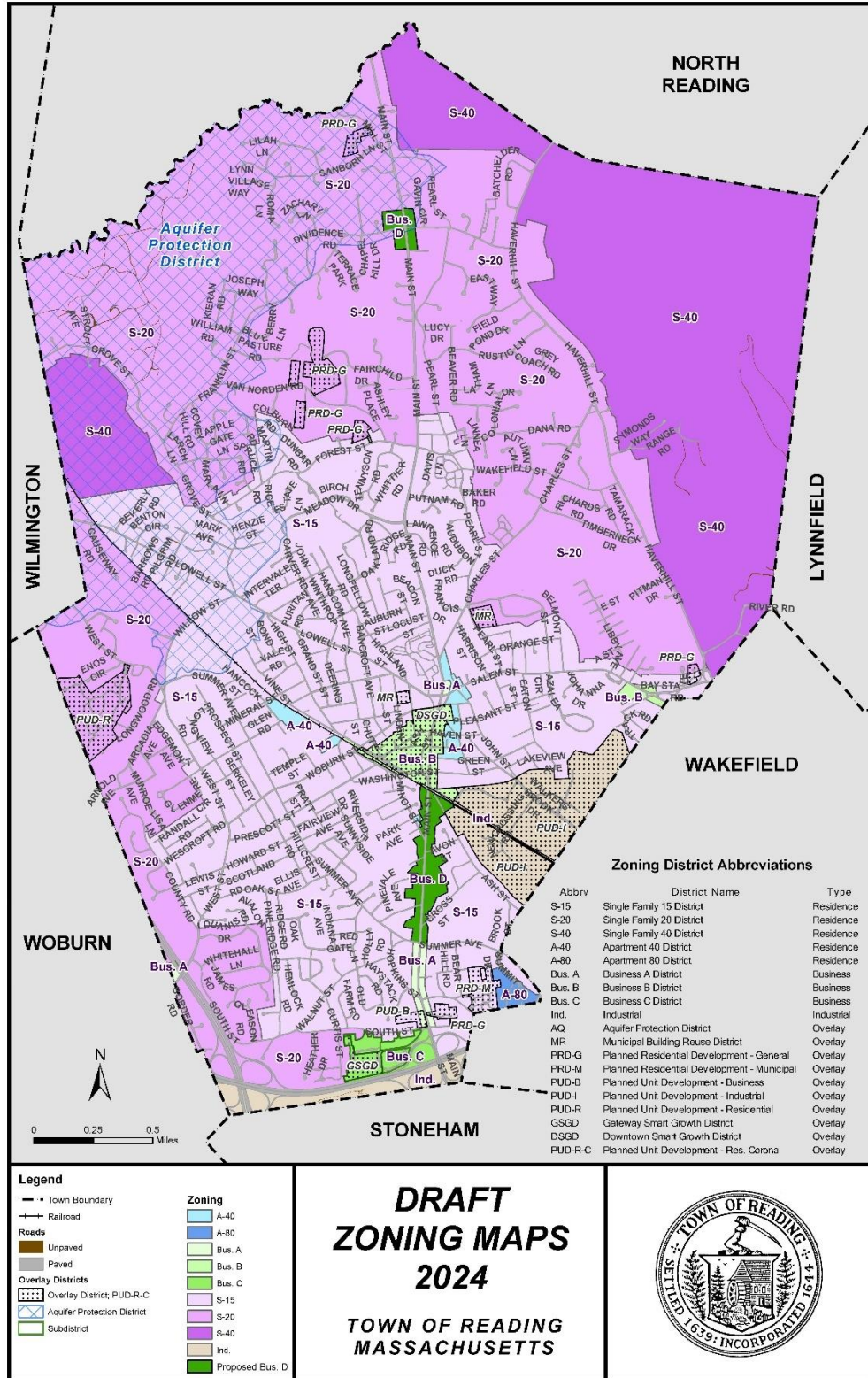
- b. **Commercial:** Commercial tenant space that is not less than 15% of the total Gross Floor Area of the building; or
- c. **Parking:** Additional parking at a rate of 1 space per 1,000 gross square feet of commercial space;
- d. **Historic:** *The preservation or rehabilitation of historic properties or other buildings considered significant to the Town.*

**Tier 23: 41 to 50 units per acre**

Tier 2 ~~3~~ requirements are as follows (provide at least one additional from a category not chosen under Tier 1 ~~or Tier 2~~):

- a. **Open Space:** Open Space shall be provided:
  - i. on-site, in a total amount equivalent to 15% of the lot area, at least 50% of which is provided at-grade and is publicly accessible; or
  - ii. indirectly, as a Payment In Lieu of providing Open Space as required above, into a fund established by the Town of Reading for the acquisition of land for open space purposes and/or the creation or improvement of pathways, trails and other open space amenities, at a rate of \$75 (in 2022 dollars indexed to inflation), per square foot of offset open space.
- b. **Commercial:** Commercial tenant space that is not less than ~~20~~5% of the total Gross Floor Area of the building; or
- c. **Affordable Units:** Deeper or broader affordability with units that are comparable in space, utilities and livability to other units in the development (i.e., units affordable to households earning at or below 50% of Area Median Income, or additional units available to households earning at or below 80% of Area Median Income); or
- d. **Parking:** A demonstrated long-term shared parking initiative that makes efficient use of land and existing parking supply.

**APPENDIX C – Zoning Map**



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**ARTICLE 17** To see if the Town will vote to amend the Town's Zoning Bylaw, for the for the purpose of achieving compliance with G.L. c. 40A, §3A, the MBTA Communities Act, by amending Zoning Bylaw provisions relating to multi-family housing uses, and altering the boundaries of existing zoning districts or establishing new districts, including amendments or insertions within Sections 2, 3, 4, 5, 6, 9, and 10, Tables 5.3.1, 6.3, 9.1.1.7 and 10.5.6, and Appendix C found in the Zoning Bylaw and as generally drafted and described in the materials from the September 19, 2024 Community Planning and Development Commission public hearing entitled "Apartment-80 + DSGD 40R, Proposed Bylaw Amendments, Track Changes Version, 9-19-24" and "A-80 Expansion (Existing Developments) Concept Map 11 x 17", such documents on file with the Town Clerk and available online at <https://www.readingma.gov/826/MBTA-Communities-3A-Process>; or take any other action with respect thereto.

Community Planning and Development Commission

**Background:** Article 17 is a series of zoning amendments that would seek to bring the Town of Reading into compliance with Massachusetts General Law Section 3A – otherwise known as the MBTA Communities Act.

After nearly two years of public engagement, discussions, workshops, and reports, this article focuses on amendments around the geographies of Reading Commons (West Street), Gazebo Circle, Summit Towers/Terraces (Summer Avenue) and the Downtown District.

The proposed amendments seek to extend the existing Apartment-80 Zoning District over Gazebo Circle and the Reading Commons Development. Each site is proposed to allow up to 30-units-per-acre over 4-stories. Amendments to the existing dimensional controls (such as setbacks) of the District are necessary for compliance sake. There is also the inclusion of an Affordable Housing (Inclusionary Zoning) section. Map changes include converting the aforementioned areas to the A-80 District title.

Section 10.5 of the Zoning Bylaw, *Downtown Smart Growth District (DSGD) 40R Overlay*, is also sought for amendment. The proposal is to increase the by-right density allowances from the existing 20-units-per-acre to 35-units-per-acre. A total of nine 40R projects have been approved, just one being under the 35-units-per-acre. This is sought to help facilitate development without overreaching on past approvals. Other amendments include adding a minimum Open Space requirement, adjusting parking from a per-bedroom rate to a per-unit rate (1.5 parking spaces per unit proposed) and amendments to the Density Tier Schedule to reflect the new allowances. There are no map changes associated with the Downtown 40R District.

This proposal has been vetted to achieve the minimum compliance requirements of Reading's MBTA Communities obligations

**Finance Committee Report:** No Report.

**Bylaw Committee Report:** No Report.

The proposed amendments appear on the following pages. Proposed amendments and additions are shown in bold and italics, and proposed removals are struck-through.

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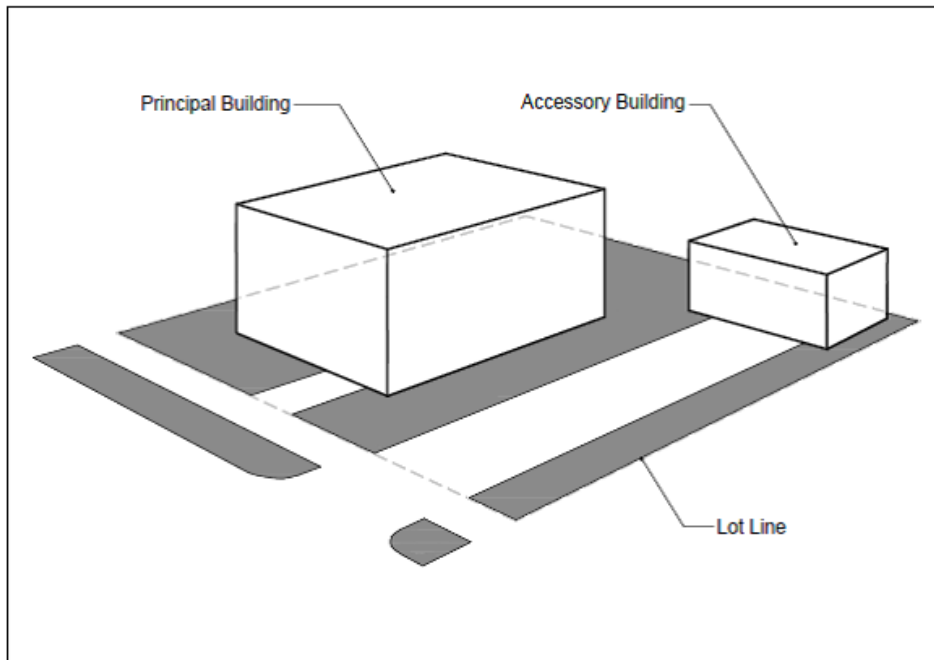
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## 2.0

### DEFINITIONS

As used in the Zoning Bylaw, the following terms shall have the following meanings, except where the context clearly indicates otherwise or a term is specially defined for the purposes of a single Section or group of Sections:

**Accessory Building:** A building that is customarily incidental and subordinate to, and located on the same lot as, a lawful principal building or principal use.



**Affordable Unit:** *A Dwelling Unit which could be purchased or rented by a qualified household whose annual income is at or below 80% of the Area Median Income and at a cost generally of no more than 30% of gross household income, as determined by the Department of Housing and Urban Development (HUD). Such Dwelling Unit is to be subject to an affordable housing restriction to preserve its affordability in the long-term and to the maximum allowances under MGL Ch.40B. Such units must be eligible for addition to the Subsidized Housing Inventory.*

**Alteration:** Any construction, reconstruction or other similar action that results in a change in the structural parts, height, number of stories, exits, size, use, or location of a building or other structure.

### 3.0 ESTABLISHMENT OF DISTRICTS

#### 3.2 Zoning Map

Districts are shown, defined and bounded on a map, dated ~~April 8, 2013~~ **November 14, 2024 [OR ANY APPROVED TOWN MEETING DATE]** and entitled "Reading Zoning Map," as amended, consisting of an index map and 61 detailed maps, prepared, signed and approved by the Community Planning and Development Commission (CPDC), which constitutes a part of the Zoning Bylaw.

Appended to the Reading Zoning Map and incorporated therein are:

- The "Flood Insurance Rate Map, Massachusetts Middlesex County, Massachusetts" consisting of 7 panels, dated June 4, 2010, which are appended to the Reading Zoning Map as Exhibit 1; and
- The map entitled "Figure 2 Town of Reading, Massachusetts Zone II and Zone III Areas" prepared by Weston & Sampson Engineers, Inc. resulting from a study for the Town of Reading entitled "100 Acre Wellfield Zone II Study" dated July 1996, which shows certain aquifer protection areas consisting of aquifers or recharge areas which is appended to the Reading Zoning Map as Exhibit 2.

The Reading Zoning Map shall be kept on file and current by the Town Engineer, who shall supply copies to the Town Clerk, the Town Planner, the Building Inspector, the Board of Appeals and the CPDC.

### 5.7 Inclusionary Zoning Regulations

#### 5.7.1 Purpose

***This Inclusionary Zoning Bylaw has been adopted for the following purposes:***

***To increase the supply of housing in the Town of Reading that is permanently available to, and affordable by, low- and moderate-income households and to encourage a greater diversity of housing accommodations to meet the needs of families.***

***To maintain a satisfactory proportion of the Town's housing stock as Affordable Units.***

***To achieve the goals set in the Town's long-term visioning plans, including but not limited to, the Housing Production Plan and Master Plan.***

#### 5.7.2 Administration and Standards

##### 5.7.2.1 Administration

***When Inclusionary Zoning requirements apply the Applicant shall submit to the Approving Authority a use restriction or regulatory agreement for the designated Affordable Units. That agreement shall establish an affordability restriction for the maximum period allowed by law. The use restriction or regulatory agreement shall include a right of first refusal for the Town of Reading upon the transfer of such restricted units.***

**As required the Applicant shall also submit a site approval letter from either the subsidizing agency or other agency authorized by the Executive Office of Housing and Livable Communities (EOHLC) under Housing Appeals Committee Regulations.**

**The following requirement shall be a condition of developments which require Affordable Dwelling Units in order to prevent a disproportionate number of non-affordable units being occupied prior to the completion and occupancy of the Affordable Units.**

- e. No market rate units exceeding 25% of the total units shall be occupied unless 25% of the Affordable Units have been completed and occupancy permits issued therefor.**
- f. No market rate units exceeding 50% of the total units shall be occupied unless 50% of the Affordable Units have been completed and occupancy permits issued therefor.**
- g. No market rate units exceeding 75% of the total units shall be occupied unless 75% of the Affordable Units have been completed and occupancy permits issued therefor.**
- h. No market rate units exceeding 95% of the total market rate units shall be occupied unless 100% of the Affordable Units have been completed and occupancy permits issued therefor.**

**Both the Zoning Enforcement Officer and the Community Development Director shall be responsible for the administering and enforcing the requirements of this section.**

#### **5.7.2.2 Standards**

**Affordable Units shall be dispersed and integrated equitably throughout the development and shall be compatible in design, construction, and quality of exterior and interior materials with Market Rate Units. Affordable Units shall be dispersed proportionately among unit sizes and bedroom counts; and shall be located such that the Affordable Units have equal access to shared amenities and equal avoidance of any potential nuisances within the development.**

#### **5.7.3 District Requirements and Applicability**

##### **5.7.3.1 Apartment-80 Zoning District**

**Affordable Units shall be required in Multi-family projects located in the A-80 Districts, as follows:**

- Twelve and One-Half percent (12.5%) of all Dwelling Units constructed in a project of thirteen (13) or more units shall be Affordable Units, whether rental or ownership units. This shall apply to any new construction and to projects involving the substantial rehabilitation, expansion, reconstruction or conversion of existing structures that increases number of residential units on the lot to**

**13 or more units. No project may be divided or phased to avoid this requirement.**

- **Any required Affordable Units shall be made affordable to households earning at or below 80% of the Area Median Income, as determined annually by the United States Department of Housing and Urban Development (HUD).**
- **Where the computation of required number of Affordable Units results in a fractional number computations of required number of Affordable Units shall round up to the closest integer, unless that integer results in Affordable Units exceeding 12.5% of the projects total units in which case the computation shall round down to the next closest integer.**

**Table 5.7.3.1 Apartment 80 District’s Affordable Unit Requirements**

<b>Total Units</b>	<b>Affordable Units Required</b>
<b>1-12</b>	<b>0</b>
<b>13-15</b>	<b>1</b>
<b>16-24</b>	<b>2</b>
<b>25-31</b>	<b>3</b>
<b>32-39</b>	<b>4</b>
<b>40-47</b>	<b>5</b>
<b>Additional Units to be calculated as described</b>	

**6.0 INTENSITY REGULATIONS**

No use shall be established, nor building or structure erected in any district unless it conforms to the dimensional regulations of the Zoning Bylaw, or has been granted the relief allowable by law. No existing lot, building or structure shall be made non-conforming or become more non-conforming with the dimensional regulations of the Zoning Bylaw unless granted the relief allowable by law.

**6.2.4 Gross Floor Area**

**6.2.4.1** In Apartment 40 and Business A Districts, the gross floor area of a Multi-Family Dwelling, that is not part of a Mixed-Use project, shall not exceed forty percent (40%) of the lot area.

~~**6.2.4.2** In the Apartment 80 Districts, the gross floor area of a Multi-Family Dwelling shall not exceed the lot area.~~

**6.2.4.23** The gross floor area dedicated to commercial space within a Mixed-Use project shall be not less than 25% of the gross floor area of the structure or structures comprising the project, after spaces for access, circulation, egress, mechanicals, and utilities are netted out.

**6.2.5 Landscaped Area**

**6.2.5.1** In Apartment 40 and Business A Districts, not less than twenty-five percent (25%) of the area of a lot containing a Multi-Family Dwelling, that is not part of a Mixed-Use project, shall be a landscaped area.

**6.2.5.2** In Apartment 80 Districts, not less than ~~thirty-five~~ **twenty** percent (~~35~~**20**%) of the area of a lot containing a Multi-Family Dwelling shall be a landscaped area.

**6.3 Table of Dimensional Controls**

Use	Minimum Lot Width (Feet)	Minimum Area (Square Feet)	Minimum Frontage (Feet)	Required Front Yard <sup>1</sup> (Feet)	Required Side Yard (Feet)	Required Rear Yard (Feet)	Maximum Coverage % of Lot	Maximum Building Height <sup>2</sup> (Feet)
<b>Multi-Family Dwelling</b>								
In A-40 Districts		40,000	80	30	30	30	25	40
In A-80 Districts <sup>9</sup>		80,000	<del>NA</del> <b>120</b>	<del>60</del> <b>20</b>	<del>60</del> <b>20</b>	<del>60</del> <b>30</b>	<del>12.5</del> <b>50</b>	<del>60</del> <b>45</b>
In Bus-A Districts		40,000	NA	15	30	30	25	40
In S-15 Districts		100,000 +	100	20	15	20	25	35
In S-20 Districts		100,000 +	120	20	15	20	25	35
In S-40 Districts		100,000 +	200	20	15	20	25	35
In A-40 Districts		100,000 +	80	20	15	20	25	40

Use	Minimum Lot Width (Feet)	Minimum Area (Square Feet)	Minimum Frontage (Feet)	Required Front Yard <sup>1</sup> (Feet)	Required Side Yard (Feet)	Required Rear Yard (Feet)	Maximum Coverage % of Lot	Maximum Building Height <sup>2</sup> (Feet)
In A-80 Districts		±100,000 +	NA	20	NA	NA	NA	60

- 1 In Residence Districts, irrespective of the requirements set forth in this Table, the required front yard for any building other than a Multi-Family Dwelling shall be ten (10) feet or the average of the actual front setbacks of the buildings on the adjacent lots on either side, whichever is greater. For the purposes of this requirement, if an adjacent lot is vacant, it shall be deemed to be occupied by a building with a required front yard as specified in this Table.
- 2 Maximum height limits shall not apply to appurtenances such as: chimneys, elevators, poles, spires, tanks, towers or similar structures not intended to be used for human occupancy.
- 3 In Single Family 20 Districts, the required frontage shall be reduced to not less than eighty (80) feet if the street line is a curve having a radius of not more than two hundred (200) feet, and the lot has a width of not less than one hundred twenty (120) feet, measured along the rear of the required front yard.
- 4 In Business A and C Districts, the required yard measured from a street which is not designated as the front lot line shall be twenty (20) feet for any building other than a Multi-Family Dwelling, which shall be 30 feet. A Mixed-Use project proposed on a corner lot may have a five (5) feet setback from both streets. A Mixed-Use project with a permanent shared parking arrangement with any non-residentially zoned abutting property may have a 0' setback from said abutting property.
- 5 Fifty-five (55) feet, except ninety-five (95) feet if the structure is located within four hundred (400) feet of the property line adjacent to Route 128, as the property line exists on May 1, 2000, including ramps, and south of Jacob Way and excluding areas within two hundred (200) feet of the residential zoning district to the west, all as more specifically shown on a plan entitled: "Plan Showing Height Limitation and Setback Areas, Business C District in Reading, Mass.," dated March 27, 2000, Scale 1" = 60', by Hayes Engineering, Inc., on file with the Reading Town Clerk.
- 6 Where an Industrial District lot directly adjoins another Industrial District lot, the applicable Required Side Yard or Required Rear Yard where the adjacency occurs can be reduced or eliminated, at the discretion of the Building Inspector, if the following conditions are met:
  - a The total distance between the proposed building(s) and existing building(s) on adjacent lots is adequate to meet Building Code and Fire Code requirements, accounting for fire-rating and other fire prevention/suppression features; and
  - b The Fire Department has sufficient access between the proposed building(s) and existing building(s) on adjacent lots. The area(s) between any proposed building(s) and the lot line(s) shall be maintained and kept clear by the property owner.
- 7 Except as provided in Section 6.2.3.1
- 8 In an Industrial District, the Required Front Yard shall be five (5) feet for canopies over any drive-through facility.
- 9 ***In A-80 Districts Multi-family uses shall not exceed a maximum of 20 units per acre on a lot. Where the computation of maximum units results in a fractional number, a fraction above one-half shall be rounded to the next whole number and a fraction of one-half or below shall be rounded down to the whole number.***

## 6.5

### Landscape Standards

**6.5.2** Side yards required by the Intensity Regulations set forth in Section 6.0 of the Zoning Bylaw shall be landscaped. Such side yards shall be planted with a combination of grass, shrubs of appropriate height and shade trees. If there is not an adequate amount of side yard area to landscape, a fence may be allowed as an alternative; provided, however, that chain link fencing shall not be permitted. ~~No parking area or driveway shall be allowed within such side yard.~~

**6.5.7** ~~*Proposed development shall provide t*~~***Trees within the front-yard*** along a public way shall be spaced at ***a minimum rate of one tree per every*** intervals of fifty (50) feet ***of frontage of the property***; provided, however, that no trees shall be planted within fifty (50) feet of an intersection or future intersection. Trees on one (1) side of a street may be set either opposite or diagonally to trees on the opposite side. ~~Trees~~ ***planting locations*** shall be planted two and a half (2½) feet behind the sidewalk or six (6) feet behind the gutter line and always within the right of way. The location of all the proposed trees must be reviewed by the Tree Warden on site and approved prior to installation.

***Alternatively, a payment-in-lieu of providing front-yard trees as required above, into a fund established by the Town of Reading for the placement of trees that shade and provide to the pedestrian realm, at a rate of \$750 (in 2024 dollars; indexed to inflation for years beyond 2024) per required tree may be provided.***

9.0

PARKING

Off-Street Parking and Loading and Unloading Requirements:

Principal Use	Minimum Number of Off-Street Parking Spaces Required	Minimum Number of Off-Street Loading and Unloading Spaces Required
Apartment <b>Multi-family</b> Dwelling	One and one-half spaces for each dwelling unit.	One space for each twenty (20) rental units.

**10.5 Downtown Smart Growth District (DSGD)**

**10.5.5.1 Allowed Uses**

The following uses shall be permitted as-of-right in the DSGD upon Plan Approval pursuant to the provisions of this article:

- 10** Multi-family Residential
- 11** Office \*
- 12** Retail \*
- 13** Restaurant \*
- 14** Institutional \*
- 15** Consumer Service \*

\* Only as part of a Mixed-Use Development; see Section 10.5.7 below

In addition to the allowed uses listed above, the following uses are permitted as-of-right for Development Projects within the DSGD subject to the requirements of this Article.

- 16** Open Space
- 17** ~~8~~ Parking accessory to any of the above permitted uses, including surface, garage-under, and structured parking
- 18** ~~9~~ Accessory uses customarily incidental to any of the above permitted principal uses

**10.5.6 Dimensional and Other Requirements**

Applications for Plan Approval shall be governed by this Section 10.5 and the Design Standards for the Downtown Smart Growth District.

<b>Building Type</b>	<b>Mixed-Use with Commercial 1st Floor</b>	<b>Other Mixed-Use or Residential Only</b>
Maximum Floor Area Ratio (FAR) (Gross Floor Area / Lot Size)	2.8	2.4
Minimum Lot Frontage	50 feet	
Maximum Lot Coverage	N/A	
<b>Minimum Open Space</b>	<b>5%</b>	
Minimum Lot Area	6,000 SF	
Number of Buildings per lot	N/A	

<b>Building Type</b>	<b>Mixed-Use with Commercial 1st Floor</b>	<b>Other Mixed-Use or Residential Only</b>
Maximum Building Frontage	300 feet	
Minimum Front Setback <sup>1</sup>	50 feet	
Maximum Front Setback <sup>1</sup>	10 feet	
Minimum Side / Rear Setback <sup>2</sup> abutting a Residential Zone	15 feet	
Minimum Side / Rear Setback <sup>2</sup> in DSGD or abutting Business-B	0 feet	
Total minimum setback from one or more lot lines (any combination of front, rear, or sides), inclusive of a 15' setback when directly abutting a lot containing a single-family, 2-family or 3-family dwelling, either within or outside of the District.	30 feet	
Interior Setback (between buildings on same lot)	15 feet	

<sup>1</sup> See 7.1.1 of the Design Standards for front façade setback requirements

<sup>2</sup> See 7.1.2 of the Design Standards for building step-back requirements

**Setbacks:** Where projects are within a Transitional Area (as defined in this Bylaw and in the Design Guidelines), setbacks may be further increased by the AA to no greater than 30 feet upon a finding based on the project's massing, scale, or architectural design, that the project fails to be compatible with the character of nearby residential buildings.

**Step-backs:** Where projects are within a Transitional Area (as defined in this Bylaw and in the Design Guidelines), step-back requirements may be further increased by the AA to no greater than 25 feet upon a finding based on the project's massing, scale, or architectural design, that the project fails to be compatible with the character of nearby residential buildings.

#### **10.5.6.1 Residential Density Allowances**

The following residential densities shall be allowed on all lots and within all buildings within the DSGD pursuant to the requirements of this Section 10.5:

Multifamily Residential ~~20~~ **35** Units per acre

**c** The Approving Authority may provide a waiver as specified in Section 10.5.12 to allow a density in excess of that stated above.

**d** The Approving Authority may provide a waiver as specified in Section 10.5.12 to promote the renovation or adaptive reuse of existing buildings.

#### **10.5.7 Mixed-Use Development**

Development Projects may include a portion not to exceed 50% of the total Gross Floor Area to be used for non-residential uses including Office, Retail, Restaurant, Service or

Institutional Uses; provided that Office or Institutional uses may not utilize more than 33% of the total commercial Gross Floor Area.

A minimum of **12.5** ~~10~~% of the Development Project's total Gross Floor Area shall be dedicated to commercial use, the calculation for which may include any private outdoor space that is also dedicated to commercial use.

**10.5.8 Off-Street Parking and Loading**

**10.5.8.1 Off-Street Parking**

Retail stores, offices and consumer service establishments located within three hundred (300) feet of a public off-street parking facility shall be exempt from off-street parking requirements. In all other cases, off-street parking shall be provided to meet the following minimum requirements:

Retail or Restaurant.....	2 spaces
Office and Institutional.....	2 spaces per 1,000 square feet
Residential Units ( <del>studio and 1 bedroom</del> ) .....	1.25 spaces per unit
Residential Units ( <del>2 bedroom</del> ).....	1.50 spaces per unit
Residential Units ( <del>greater than 2 bedroom</del> ) .....	2 spaces per unit
Other Non-Residential, less than 2,000 square feet .....	0 spaces
Other Non-Residential, 2,000 square feet or more.....	1 space per 2,000 square feet leasable space in excess of 2,000 square feet

As indicated above, off-street parking is not required for Other Non- Residential uses in the district unless such use exceeds 2,000 square feet of net floor area.

**10.5.12 Waivers**

Upon request of the Applicant, the Approving Authority may waive dimensional and other requirements, including design standards, with conditions, in the interests of design flexibility and overall project quality, and upon a finding of consistency of such variation with the overall purpose and objectives of the DSGD and the Reading Master Plan, or if it finds that such waiver will allow the project to achieve the density, affordability, mix of uses and/or physical character allowed under this Section 10.5. Notwithstanding anything to the contrary in this Zoning Bylaw, the Affordability provisions of Section 10.5.10 shall not be waived, except as expressly provided in Section 10.5.10.1.

The Approving Authority will take into consideration the following design objectives when determining whether a waiver or waivers shall be granted:

- 8.** Additional open space and connectivity between sites and to existing open space areas;
- 9.** Commercial space of a quality and size characteristic of a downtown business district;
- 10.** Long-term shared parking agreements or other mechanisms to creatively and efficiently utilize or add to existing parking supply;
- 11.** High performance building design that increases energy efficiency and minimizes utility and maintenance costs to end users, and that provides for building resiliency to adopt future technologies and sustainable strategies as they become available;
- 12.** Preservation or rehabilitation of historic properties or other buildings considered significant to the Town; and

- 13. Deeper or broader affordability with units that are comparable in size, location, accessibility, amenities and utilities to other units in the development (i.e., units affordable to households earning at or below 50% Area Median Income, or additional units available to households earning at or below 80% Area Median Income).
- 14. Installation and implementation of green infrastructure or other innovative nature-based solutions or methods for stormwater management.

**10.5.12.1 Tiered Schedule for Density Waiver Requests**

Applicants specifically seeking a waiver for density in excess of 20 units per acre shall adhere to the following guidelines:

- 1 All projects shall achieve high performance building design that exceeds minimum energy code baseline and is designed to the LEED Certified standard, Passive House standard, Net Zero, or equivalent rating system; that increases energy efficiency and minimizes utility and maintenance costs to end users; and that provides for building resiliency to adopt future technologies and sustainable strategies as they become available;
- 2 For the purposes of determining project density and Payment In Lieu of Open Space, fractional numbers shall always be rounded to the next highest integer;
- 3 Tiered requirements are intended to apply to the entirety of a project, not just the portion within that tiered density;
- 4 Compliance with the tiered schedule below in and of itself does not guarantee the waiver will be granted; CPDC will maintain their right to consider the waiver request in the context of the whole proposal and in consideration of its impacts to the Downtown Smart Growth District. However, a request for a waiver for density in excess of ~~20~~ **35** units per acre shall be considered more favorably, up to a maximum of 50 units per acre, if providing, cumulatively, the following:

**Tier 1: ~~21-25 units per acre~~**

~~Tier 1 requirements are as follows (provide at least one):~~

- ~~a **Open Space:** Open Space provided at grade as well as Private Amenity Space for tenants; or~~
- ~~b **Commercial:** Commercial tenant space that is not less than 12.5% of the total Gross Floor Area of the building; or~~
- ~~c **Parking:** A minimum of 2 visitor or guest parking spaces;~~
- ~~d **Historic:** The preservation or rehabilitation of historic properties or other buildings considered significant to the Town.~~

**Tier 12: ~~236-40 units per acre~~**

~~Tier 12 requirements are as follows (provide at least one additional from a category not chosen under Tier 1):~~

- e. Open Space:** Open Space shall be provided:
  - i. on-site, comprising 10% of the lot area; at least 50% of which is provided at-grade and is publicly accessible; or
  - ii. indirectly, as a Payment In Lieu of providing Open Space as required above, into a fund established by the Town of Reading for the acquisition of land for open space purposes and /or the creation or improvement of pathways, trails and other open space amenities, at a rate of \$75 (in 2022 dollars indexed to inflation), per square foot of offset open space.

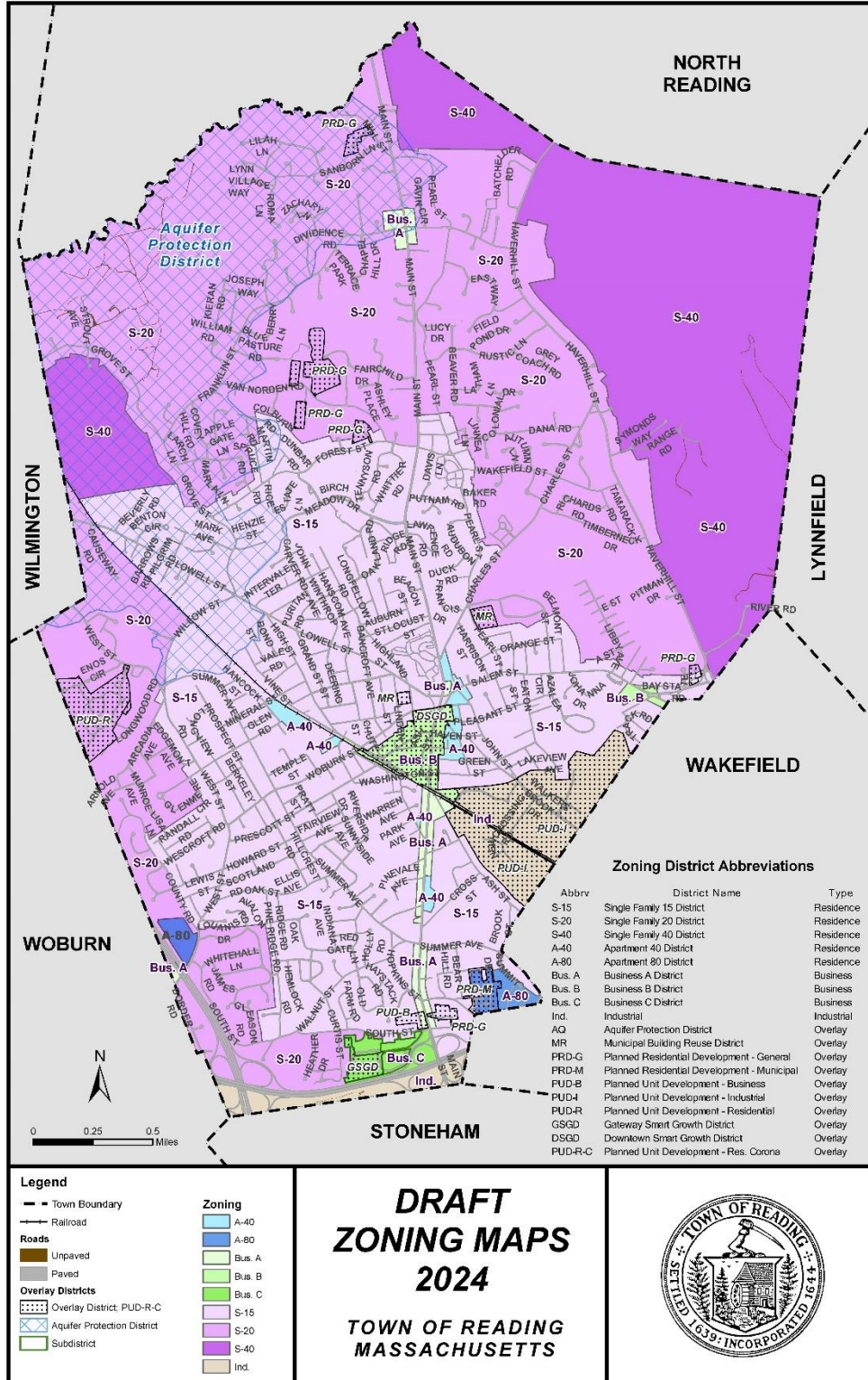
- f. **Commercial:** Commercial tenant space that is not less than 15% of the total Gross Floor Area of the building; or
- g. **Parking:** Additional parking at a rate of 1 space per 1,000 gross square feet of commercial space;
- h. **Historic:** *The preservation or rehabilitation of historic properties or other buildings considered significant to the Town.*

**Tier 23: 41 to 50 units per acre**

Tier 3 requirements are as follows (provide at least one additional from a category not chosen under Tier 1 ~~or Tier 2~~):

- e. **Open Space:** Open Space shall be provided:
  - i. on-site, in a total amount equivalent to 15% of the lot area, at least 50% of which is provided at-grade and is publicly accessible; or
  - ii. indirectly, as a Payment In Lieu of providing Open Space as required above, into a fund established by the Town of Reading for the acquisition of land for open space purposes and/or the creation or improvement of pathways, trails and other open space amenities, at a rate of \$75 (in 2022 dollars indexed to inflation), per square foot of offset open space.
- f. **Commercial:** Commercial tenant space that is not less than 25% of the total Gross Floor Area of the building; or
- g. **Affordable Units:** Deeper or broader affordability with units that are comparable in space, utilities and livability to other units in the development (i.e., units affordable to households earning at or below 50% of Area Median Income, or additional units available to households earning at or below 80% of Area Median Income); or
- h. **Parking:** A demonstrated long-term shared parking initiative that makes efficient use of land and existing parking supply.

**APPENDIX C – Zoning Map**



**DRAFT  
ZONING MAPS  
2024  
TOWN OF READING  
MASSACHUSETTS**




and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to November 12, 2024, or providing in a manner such as electronic submission, holding for pickup or mailing, an attested copy of said Warrant to each Town Meeting Member.

Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk at or before the time appointed for said meeting.

Given under our hands this 24<sup>th</sup> day of September, 2024.

\_\_\_\_\_  
Carlo Bacci, Chair

  
\_\_\_\_\_  
Karen Gately Herrick, Vice Chair

\_\_\_\_\_  
Christopher Haley, Secretary

  
\_\_\_\_\_  
Mark L. Dockser

  
\_\_\_\_\_  
Melissa Murphy

SELECT BOARD OF READING

  
\_\_\_\_\_  
Town Clerk ~~Constable~~

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Capital Improvement Plan (CIP)

10/9/2024 15:39	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	FY-2036	FY25-36
<b>TOTAL CAPITAL REQUESTS</b>	3,787,000	3,020,000	3,281,000	3,794,000	4,266,500	3,901,000	4,723,000	5,045,000	4,870,000	3,440,000	1,785,000	2,085,000	51,537,500
Capital & Debt Policy	5.57%	5.02%	5.01%	5.04%	5.04%	5.04%	5.03%	5.03%	5.03%	5.02%	5.00%	5.00%	
Annual Surplus (Deficit)	-	-	-	-	-	-	-	-	1,079,000	2,895,000	4,813,460	5,337,953	
Cumulative Surplus (Deficit)	-	-	-	-	-	-	-	-	1,079,000	3,974,000	8,787,460	14,125,414	
Capital Projects Identified but there is no proposed funding yet in the Capital Plan (shading/boldcrossout indicates a change from last Town Meeting)													

Capital Improvement Plan (CIP)

10/9/2024 15:39	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	FY-2036	FY25-36
1. Killam Building project TBD Excluded Debt													
- Killam Field improvements, drainage, repaving (\$350k HOLD for Killam project)													
2. Senior/Community Center TBA Excluded Debt if >\$5mil (Options are being explored)													
3. DPW Bldg improvements (scope changed)													
4. Community projects (no formal capital requests yet)													
Legend: xDebt has been approved by the voters as excluded from the Prop 2-1/2 levy; debtni has been authorized by Town Meeting but not yet issued; debtna has not yet been authorized by Town Meeting													

Capital Improvement Plan (CIP)

10/9/2024 15:39	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	FY-2036	FY25-36
<b>Facilities - CORE</b>	50,000	100,000	160,000	770,000	442,500	120,000	805,000	50,000	50,000	265,000	-	-	2,812,500
<b>Energy (Performance Contract) \$4.95mil debt</b>	Debt												-
Energy Improvements II OPM/Design													-
<b>Energy Improvements II \$5.0mil/15yr</b>	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt				-
Energy (Green Repairs) \$1.05mil debt													-
<b>Bldg Security - \$4.0mil debt</b>	Debt	Debt	Debt	Debt	Debt	Debt							-
Bldg Sec. - window film (schools)													-
<b>Permanent Bld Committee</b>	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000			500,000
<b>RMHS Building project ~\$55mil debt</b>													-
<b>RMHS Bldg proj - \$6 mil Litig. some debt</b>	Debt	Debt	Debt										-
RMHS Retaining Wall - \$0.5mil debt													-
<b>RMHS Turf 2 - \$2.225 mil debt</b>	Debt	Debt	Debt	Debt	Debt	Debt							-
RMHS Stadium OPM/Design													-
RMHS Glycol Reclamation & Installation													-
<b>RMHS Stadium Turf/Track \$3 mil/10yr</b>	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt					-
<b>RMHS Ropes Course</b>					97,500								97,500
<b>RMHS/RISE playground design</b>													-
<b>RMHS/RISE playground improvements</b>													-
RMHS Fldhouse floor/bleachers \$3.2 mil TBD debt (\$200K design; \$3.0 mil project )		Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna		-
Parker MS roof project OPM/design													-
<b>Parker MS Roofing project \$2.7mil/10yr</b>	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt				-
<b>Parker MS Auditorium Lighting Upgrade</b>		50,000											50,000
Coolidge MS roof project design				450,000									450,000
Coolidge MS Roofing project \$3.7mil/10yr					Debtna	Debtna	Debtna	Debtna	Debtna				-
<b>Modular Classrooms \$1.2m debt</b>													-
Killam Building project TBD xDebt		xDebt	xDebt	xDebt	xDebt	xDebt	xDebt	xDebt	xDebt				-
<b>Barrows/Wd End Bldg projects \$0.8mil debt</b>													-
<b>Barrows/Wd End Bldg projects debt</b>													-
Birch Meadow ES roof project design					230,000								230,000
Birch Meadow Roofing project \$1.9 mil/10yr						Debtna	Debtna	Debtna	Debtna				-
<b>Library Building project \$18.4 mil debt</b>	xDebt												-
<b>Police Sta. project \$1.5mil/10yr</b>	Debt	Debt	Debt	Debt	Debt	Debt	Debt	Debt					-
Town Hall Roofing project design \$55k design and \$550k					design	55,000	550,000						605,000
Police Station . Roof \$15k design and \$150k					design	15,000	150,000						165,000
Community Center TBA xDebt if >\$5mil													-
Community Center Heating System \$700k													-
DPW Garage Roof Project \$102k design and \$1.3 million													-
DPW Bldg project TBD													-

Capital Improvement Plan (CIP)

10/9/2024 15:39	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	FY-2036	FY25-36	
Electrician Van Ford E350 Econoline (2014)			55,000										55,000	
Carpenter's Pickup Ford F-350 (2013)			55,000										55,000	
Carpenter's Cut-away Van (2017)				60,000									60,000	
Plumber's Cut-away Van (2017)				60,000									60,000	
Pickup Truck Chevy 2500HD (2016)	10			75,000									75,000	
Pickup Truck Chevy 2500HD (2017)	10			75,000									75,000	
2019 Ford Transit Van	10						55,000						55,000	
2021 Bobcat L28 Mini Loader (15 years)	10								-	100,000			100,000	
Bobcat Skid S130 (2008)	15				65,000								65,000	
Bobcat Utility UV56 (2024)	15	-								115,000			115,000	
<b>Buildings - Schools (Total)</b>		-	120,000	210,000	185,000	100,000	-	80,000	775,000	100,000	1,100,000	-	-	2,670,000
Arc Flash Hazard Study			105,000											105,000
HVAC - Elementary schools							Barrows ->	80,000	775,000					855,000
									Wood End ->	100,000	1,100,000			1,200,000
Coolidge MS HVAC - Steam Traps				Coolidge ->	75,000									75,000
Carpet/Flooring					70,000	60,000								130,000
Doors & Windows				40,000	40,000	40,000								120,000
Birch Meadow Food Service Line				85,000										85,000
Barrows Food Service Line				85,000										85,000
Wood End Water Heater			15,000											15,000
Parker Carpet/Flooring														-
<b>Buildings - Town (Total)</b>		-	-	144,000	30,000	-	-	-	-	-	-	-	-	189,000
Arc Flash Hazard Study				144,000										144,000
Carpet/Flooring					30,000									30,000
Doors & Windows														15,000

Capital Improvement Plan (CIP)

10/9/2024 15:39	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	FY-2036	FY25-36
<b>Schools - General</b>	180,000	160,000	312,000	260,000	735,000	260,000	300,000	260,000	310,000	260,000	225,000	225,000	3,772,000
Food Service Van E-250 (2014)			52,000										52,000
Driver's Education Vehicle (2014)	45,000												45,000
Card readers for all the schools													65,000
Vehicle Barriers for all schools					475,000								475,000
Bob Utility UV34 (2021)									50,000				50,000
Courier Vehicle (2019)							40,000						40,000
<b>District-wide Telephone systems</b>	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000			120,000
Design for Technology wiring projects													-
District-wide Technology Wiring projects													-
<b>District-wide Technology projects</b>	125,000	150,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	225,000	225,000	2,925,000
<b>Technology</b>	555,000	100,000	130,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	2,335,000
Water Tank Town telco equip replace/relocate													-
Remote access multi factor authentication													-
Internal segmentation firewall													-
CAD System (Computer Aided Dispatch)	455,000												455,000
GIS flyover - planimetrics													-
<b>Technology projects</b>	100,000	100,000	130,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,880,000
<b>Finance</b>	-	-	-	-	-	-	-	-	600,000	-	-	-	600,000
Financial System									600,000				600,000
<b>Library</b>	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	130,000
<b>Equipment</b>	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	130,000
<b>Public Services</b>	245,000	-	-	-	420,000	-	575,000	800,000	485,000	-	-	-	2,610,000
Maillett Sommes Morgan \$1.0mil/10yrs	<i>Debt</i>	<i>Debt</i>	<i>Debt</i>	<i>Debt</i>	<i>Debt</i>	<i>Debt</i>	<i>Debt</i>	<i>Debt</i>	<i>Debt</i>	<i>Debt</i>			-
Downtown Improvements II \$4.0mil/ 20yrs		<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>	<i>Debtna</i>		-
Downtown Improvements II \$3.75 mil Bond Bill													-
<b>Downtown Energy Efficient projects</b>													-
<b>PARC: Kiosks(4) handheld devices(2)</b>													-
Land Use planning (CC & Symonds)													-
<b>Sr/Community Center planning</b>													-
Parks & Fields space study													-
<b>Rehab Playgrounds Program</b>													25,000
	Killam	Sturges											-

Capital Improvement Plan (CIP)

10/9/2024 15:39	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	FY-2036	FY25-36
Birch Meadow Master Plan													-
Birch Meadow Master Plan Design													-
Phase 1 \$2.3 mill (\$1.5mil ARPA grant & \$800k debt)													-
Support & general Circulation \$750k-\$1.2mil													-
Imagination Station Parking \$450-550k													-
Phase 2 \$2.14mil/10yr debt (\$245k design)	245,000	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna	Debtna		245,000
Lacrosse Wall \$100-150k													-
Tennis Courts, Playground, Parking \$800k-\$1.0mil													-
Basketball Courts \$500-650k													-
Phase 3 \$1.6mil/10yr debt													-
Morton Field improvements \$600-950k													-
Castine Field \$75-100k													-
Higgins Farm Conserv Area \$100-150k													-
Birch Meadow Drive Improvements \$250-400k													-
Phase 4 \$6.0mil/10yr debt													-
Softball/Multi purpose new turf field \$3.2-3.6mil													-
Coolidge Field turf \$2.2-2.4 mil.													-
Artificial Turf@Parker MS (replace) moved \$800k to 2032								800,000					800,000
Barrows Tennis court repairs					125,000								125,000
Barrows Basketball court repairs					100,000								100,000
Barrows Replace backstop & repair infield					125,000								125,000
Killam Field improve, drainage, repaving (\$350k) held for Killam project decision													-
Wood End Field Repairs							325,000						325,000
<b>(*) below indicates \$950k in state bond bill details TBA (\$805k identified below)</b>													-
*Wash Pk:Replace backstop & shift field							150,000						150,000
*Wash Pk:Walking Paths							100,000						100,000
*Mem Pk: Replace Band Stand					50,000								50,000
*Mem Pk:Court resurface					20,000								20,000
*Symonds:Replace backstop									150,000				150,000
*Hunt Pk:Replace backstop									125,000				125,000
Sturges Pk:Tennis court repairs									75,000				105,000
Sturges Pk:Basketball court repairs									85,000				115,000
Sturges Pk:Backstop repairs									50,000				50,000
<b>Public Safety - Fire/EMS</b>	-	1,220,000	560,000	580,000	-	2,011,000	85,000	350,000	695,000	75,000	-	-	6,352,000
Ladder Trk #1 (2008: \$800k, next FY22) (15 years)													-
Ladder Truck & Equipment													-
Pumper Eng #1 (2010-\$525k; next FY30)						1,400,000							1,400,000
Pumper Eng #2 (2007-\$410k; next FY25)		1,150,000											1,150,000

Capital Improvement Plan (CIP)

10/9/2024 15:39		FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	FY-2036	FY25-36
Pumper Eng #3 (2016 \$630k; next FY36)														-
Pumper Eng #4 (2020 \$800k; next FY40)														-
Ambulance #1 (2017- 10 yrs)					500,000									500,000
<b>Ambulance #2 (2010 - 10yrs) &amp; equip</b>										575,000				575,000
<b>Ambulance equipment</b>				45,000						45,000				90,000
Passenger Car#1 (2022 - 10yrs)										75,000				75,000
Passenger Car#2 (2024 - 10yrs)											75,000			75,000
Passenger Car#3 (2019 - 10yrs)							71,000							71,000
Passenger Car#4 (2024 - 10yrs)														-
Pickup Truck #1 (2019 - 10yrs)								85,000						85,000
Pickup Truck #2 (2012 - 10yrs)				80,000										80,000
Alarm Truck (1994 - 20yrs)														-
ALS Defibrillator Monitor (2019 - 7yrs)			70,000				70,000							140,000
BLS AEDs (2020-8yrs)				25,000			30,000							55,000
Rescue Tool				60,000										60,000
Breathing Apparatus (2017-12yrs)							400,000							400,000
Breathing Air Compressor														-
Breathing Air Bottles				30,000										30,000
CPR Compression Device					20,000									20,000
Thermal Imaging (2018 - 10yrs)					60,000									60,000
<b>Fire Hose</b>							40,000							40,000
Multigas meters				20,000										20,000
Turnout Gear (2022 - 5yrs)				300,000					350,000					650,000
<b>Public Safety - Police/Dispatch</b>		90,000	-	25,000	50,000	-	30,000	-	160,000	550,000	120,000	-	-	1,025,000
Police Unmarked Vehicles		50,000			50,000				50,000					150,000
Police Parking Enforcement Vehicle (2013)		40,000												40,000
Police equipment (tasers) (7 years)									160,000					160,000
Firearms Replacement (12 years)											120,000			120,000
Radios (Police & Fire 2022 - 12yrs)										500,000				500,000
AEDs				25,000			30,000							55,000
<b>Public Works - Equipment</b>		375,000	275,000	545,000	454,000	1,124,000	45,000	1,418,000	1,190,000	570,000	110,000	-	300,000	6,406,000
<b>Large Trucks</b>	Life	-	275,000	515,000	-	300,000	-	990,000	1,070,000	240,000				3,390,000
C-03 Dump Truck C3 (2016)	10							140,000						140,000
C-04 Dump Truck C2 (2012)	10			120,000										120,000
H-05 Small Dump Truck #7 (2012)	10			120,000										120,000
H-06 Aerial Pickup Truck #14 (2017)	10							100,000						100,000
H-07 Truck #10 (2018)	15									240,000				240,000
H-08 Truck #9 - Sander (2017)	15								275,000					275,000
H-09 Truck #8 - 10 wheeler (2016)	15								245,000					245,000
H-10 Truck #22 -Sander (2015)	15								275,000					275,000

Capital Improvement Plan (CIP)

10/9/2024 15:39		FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	FY-2036	FY25-36
H-11 Truck #4 - Sander (2014)	15								275,000					275,000
H-12 Truck #16 - Sander (2011)	15							275,000						275,000
H-14 Truck #3 - Sander (2010)	15							275,000						275,000
H-15 Truck #5 (2008)	15					300,000								300,000
H-16 Truck # 7 (2024)	15										250,000			250,000
H-17 Truck # 11 (2024)	15										250,000			250,000
H-18 Truck #19 - Sander (2007)	15			275,000										275,000
H-19 Truck #18 - Sander (2006)	15		275,000											275,000
P-03 Dump truck #24 Parks (2017)	15							100,000						100,000
P-04 Dump truck #12 Parks (2015)	15							100,000						100,000
<b>Pick-ups/Cars/Vans</b>		<b>155,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>614,000</b>	<b>-</b>	<b>175,000</b>	<b>120,000</b>	<b>60,000</b>	<b>60,000</b>	<b>-</b>	<b>-</b>	<b>1,184,000</b>
C-02 Pickup Ford Utility #C1 (2014)	10					100,000								100,000
C-06 Cem. #4 Ford SUV (2024)	10	45,000									60,000			105,000
CAR 2 Ford Escape (2016)	10					54,000								54,000
CAR 1 Car #3 Hyundia Sante FE HYBRID (2023)	10									60,000				60,000
E-01 Chevy Traverse (2019)	10					65,000								65,000
F-02 Pickup Chevy #9 Parks (2023)	10													-
H-01 Pickup #16 (2015)	10					100,000								100,000
H-02 Pickup #18 (2006)	10	110,000												110,000
H-03 Pickup #4 (2020)	10								120,000					120,000
H-04 Pickup Ford Utility #11 (2014)	10					110,000								110,000
M-02 Pickup #1 (2020)	10							175,000						175,000
PFC-01 Ford Escape (2017)	10					65,000								65,000
P-02 Pickup Ford #2 Parks (2015)	10					120,000								120,000
Pickup for P/F/C Supervisor (2024)	10													-
<b>Backhoes/Loaders/Heavy Equipment</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>60,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>160,000</b>
C-07 Backhoe Loader (2020)	10													-
H-20 Loader JD 624 (2020)	10													-
H-21 Loader JD 624 (2017)	10													-
Loader to replace Sicard	10													-
H-22 Backhoe JD 710L HWY (2020)	10													-
H-23 Bobcat Loader (2015)	10													-
P-05 Ventractor (2020)	10							60,000						60,000
P-06 Tractor JD4520 (Parks) (2012)	15				100,000									100,000
<b>Specialty Equipment - Heavy Duty</b>		<b>220,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>180,000</b>	<b>-</b>	<b>113,000</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>-</b>	<b>300,000</b>	<b>863,000</b>
F-04 Bucket Truck #21 Forestry (2024)	15												300,000	300,000
F-05 Chipper/LoaderTruck #23 (2008)	15													-
F-06 Chipper/LoaderTruck #23A (2024)	15													-
H-24 Forklift (2016)	15													-

Capital Improvement Plan (CIP)

10/9/2024 15:39		FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	FY-2036	FY25-36
H-25 Crawler Dozer (2003)	15													-
H-26 Snow Primoth SW4S (2016)	15							113,000						113,000
H-27 Snow Trackless (2015)	15					180,000								180,000
H-28 Snow Holder #1 c992 (2015)	15													-
H-29 Snow Holder #2 c480 (2013)	15													-
H-31 Leeboy Pavement Sprd (2014)	15													-
H-32 Hamm Roller, Large (2014)	15													-
H-33 Hamm Roller, Small (2016)	15									50,000				50,000
H-34 Leeboy Roller, Small (1998)	15													-
H-41 Screener (2018)	15													-
Blower unit for Loader	15	220,000												220,000
W-23 Sicard HD Snowblower (1999)														-
<b>Specialty Equipment - Light Duty</b>		-	-	-	100,000	-	45,000	80,000	-	270,000	-	-	-	495,000
C-14 SmithCo 48" Sweeper (2012)	10				40,000									40,000
C-15 SKAG Leaf Vac (Cem) (2015)	10						25,000							25,000
C-16 Carmate Trailer (2019)										20,000				20,000
C-17 Big Tex Trailer (2013)					10,000									10,000
F-06 Vemeer Chipper (2018)										225,000				225,000
F-08 Stump Grinder new (2021) (replace 20 yrs)	20													-
F-09 Trailer Dump Trailer (2015)								50,000						50,000
F-10 Truck Mount Sprayer 500gal (2015)							20,000							20,000
H-35 Tack Machine for Paving (2004)														-
H-36 Curb-builder for Paving (2010)														-
H-37 HotBox for Paving (2020)														-
H-38 Cement Mixer Tow Behind (2005)														-
H-39 Mobile Compressor (1) (2019)	10													-
H-40 Mobile Compressor (2) (2020)														-
H-42 Trailer (2012)														-
H-43 Trailer, Roller (1998)														-
H-44 Eager beaver Trailer #2 (1996)														-
P-11 Smithco SuperStar (2016)	15							30,000						30,000
P-12 Smithco 60 Turf Sweeper (2016)	15				40,000									40,000
P-14 Leaf Vac SKAG (2016)										25,000				25,000
P-15 Trailer (2016)					10,000									10,000

Capital Improvement Plan (CIP)

10/9/2024 15:39	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	FY-2036	FY25-36
P-16 Trailer (2013)													-
<b>P-17 Trailer (stump grinder)</b>													-
P-18 Trailer Enclosed (2007)													-
R-01 Rubbish Barrells for automated pickup													-
<b>Lawnmowers</b>	-	-	30,000	254,000	30,000	-	-	-	-	-	-	-	314,000
C-08 Mwr SKAG TT #2 (2017)				24,000									24,000
C-09 Mwr (Cem.) SKAG 48" (2016)				12,500									12,500
C-10 Mower SKAG 61" (2024)													-
C-11 Mwr (Cem.) Scag 52" Stander (2021)					10,000								10,000
C-12 Mwr SKAG 36" (2012)				12,500									12,500
C-13 Mwr SKAG TT 61" #3 (2011)			30,000										30,000
P-07 Mwr SKAG TT #5 (2017)				30,000									30,000
P-08 Mwr SKAG					20,000								20,000
P-09 Mwr (Pks) TORO 5910N (2014)				175,000									175,000
<b>P-10 Mower - TORO Gang (2024)</b>													-
<b>DPW: Parks &amp; Cemetery</b>	547,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	3,847,000
<b>Gen'l Fence Replacement</b>	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	600,000
Fencing around play area adjacent to Wood End School	32,000												32,000
DPW Yard Improvements													-
Strout Avenue Improvements													-
School Site Improvements													-
<i>Birch Meadow (parking lots, sidewalks, walkways)</i>	215,000												215,000
<i>Field, Playground and Court Improvements</i>	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,200,000
<b>Rock Wall repairs - Memorial Park</b>													-
Rock Wall Repair Program	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,200,000
Rock Wall repairs - Laurel Hill													-
Rock Wall repairs - Joshua Eaton													-
Grove Street Parking Lot Improvements													-
<b>Gen'l Parking Lot Improvements</b>	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	600,000
<b>DPW: Roads</b>													-
Track Road Bridge #1													-
Track Road Bridge #2													-
Salem Street Crosswalk Improvements													-
Salem and Main Traffic Signal Improvements													-
<b>Sidewalk/Curb/Ped. Safety</b>	200,000	100,000	160,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	2,260,000
<b>Skim Coating &amp; Crack Seal Patch</b>	100,000	100,000	125,000	150,000	175,000	175,000	200,000	200,000	200,000	200,000	200,000	200,000	2,025,000
<b>West Street - Local shr (\$1.3mil)</b>	<i>Debt</i>												-
Lowell Street \$500k + \$600k	600,000												600,000
<b>General Fund - various roads</b>	845,000	535,000	600,000	655,000	610,000	600,000	600,000	600,000	650,000	650,000	700,000	700,000	7,745,000
<b>TOTAL GENL FUND VOTED - ROADS</b>	<b>1,745,000</b>	<b>735,000</b>	<b>885,000</b>	<b>1,005,000</b>	<b>985,000</b>	<b>975,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,050,000</b>	<b>1,050,000</b>	<b>1,100,000</b>	<b>1,100,000</b>	<b>12,630,000</b>
<b>Grants - various roads</b>	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	7,200,000
<b>TOTAL ROAD CAPITAL</b>	<b>2,345,000</b>	<b>1,335,000</b>	<b>1,485,000</b>	<b>1,605,000</b>	<b>1,585,000</b>	<b>1,575,000</b>	<b>1,600,000</b>	<b>1,600,000</b>	<b>1,650,000</b>	<b>1,650,000</b>	<b>1,700,000</b>	<b>1,700,000</b>	<b>16,430,000</b>

Capital Improvement Plan (CIP)

10/9/2024 15:39	FY-2025	FY-2026	FY-2027	FY-2028	FY-2029	FY-2030	FY-2031	FY-2032	FY-2033	FY-2034	FY-2035	FY-2036	FY25-36
<b>Biggest Changes in Capital since April Town Meeting</b>				<b>Concerns</b>									
				Killam ES - any costs not Excluded debt should be identified very soon									
				Sr. Center -									



Debt Schedule

Town of Reading Debt Service Schedule	Projected FY - 2025	Projected FY - 2026	Projected FY - 2027	Projected FY - 2028	Projected FY - 2029	Projected FY - 2030	Projected FY - 2031	Projected FY - 2032	Projected FY - 2033	Projected FY - 2034	Projected FY - 2035	Projected FY - 2036	Projected FY - 2037	Projected FY - 2038	Projected FY - 2039
10/9/24 15:44															
<b>General Fund:</b>	<b>4,097,738</b>	<b>3,496,142</b>	<b>3,369,134</b>	<b>3,107,426</b>	<b>2,840,018</b>	<b>3,418,885</b>	<b>2,802,552</b>	<b>2,705,569</b>	<b>2,026,686</b>	<b>1,874,903</b>	<b>1,816,870</b>	<b>1,244,837</b>	<b>1,212,503</b>	<b>893,070</b>	<b>866,537</b>
<b>Principal</b>	<b>3,490,000</b>	<b>2,570,667</b>	<b>2,565,667</b>	<b>2,425,667</b>	<b>2,270,667</b>	<b>2,825,667</b>	<b>2,320,667</b>	<b>2,320,667</b>	<b>1,720,667</b>	<b>1,630,667</b>	<b>1,630,667</b>	<b>1,116,667</b>	<b>1,116,666</b>	<b>826,666</b>	<b>826,666</b>
Within Levy Limit	2,255,000	2,570,667	2,565,667	2,425,667	2,270,667	2,825,667	2,320,667	2,320,667	1,720,667	1,630,667	1,630,667	1,116,667	1,116,666	826,666	826,666
Excluded Debt	1,235,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Interest</b>	<b>607,738</b>	<b>925,475</b>	<b>803,467</b>	<b>681,759</b>	<b>569,351</b>	<b>593,218</b>	<b>481,885</b>	<b>384,902</b>	<b>306,019</b>	<b>244,236</b>	<b>186,203</b>	<b>128,170</b>	<b>95,837</b>	<b>66,404</b>	<b>39,871</b>
Within Levy Limit	563,038	925,475	803,467	681,759	569,351	593,218	481,885	384,902	306,019	244,236	186,203	128,170	95,837	66,404	39,871
Excluded Debt	44,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Within Levy Limit</b>	<b>2,818,038</b>	<b>3,496,142</b>	<b>3,369,134</b>	<b>3,107,426</b>	<b>2,840,018</b>	<b>3,418,885</b>	<b>2,802,552</b>	<b>2,705,569</b>	<b>2,026,686</b>	<b>1,874,903</b>	<b>1,816,870</b>	<b>1,244,837</b>	<b>1,212,503</b>	<b>893,070</b>	<b>866,537</b>
Issued	2,818,038	2,258,475	2,170,500	1,947,825	1,719,450	2,337,350	1,760,050	1,702,100	1,062,250	949,500	941,200	911,500	892,500	586,400	573,200
Approved not issued (ANI)	0	321,000	310,300	299,600	288,900	278,200	267,500	256,800	246,100	235,400	214,000	0	0	0	0
Not yet approved (NYA)	0	916,667	888,334	860,001	831,668	803,335	775,002	746,669	718,336	690,003	661,670	333,337	320,003	306,670	293,337
<b>Excluded Debt</b>	<b>1,279,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Issued	1,279,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approved not issued (ANI)															
Not yet approved (NYA)															

**Debt Summary**

<b>Inside Tax Levy</b>	<b>2,818,038</b>	<b>3,496,142</b>	<b>3,369,134</b>	<b>3,107,426</b>	<b>2,840,018</b>	<b>3,418,885</b>	<b>2,802,552</b>	<b>2,705,569</b>	<b>2,026,686</b>	<b>1,874,903</b>	<b>1,592,170</b>	<b>1,244,837</b>	<b>1,212,503</b>	<b>893,070</b>	<b>866,537</b>
Energy/Safety Improvements	1,196,813	831,875	803,125	774,375	740,750	712,250	340,750	327,700	317,550	310,300	304,500	298,700	292,900	0	0
School Buildings	1,005,575	1,419,525	1,363,600	1,172,925	1,127,775	1,769,725	1,559,675	1,510,100	997,400	969,200	941,000	612,800	599,600	586,400	573,200
Town Buildings	175,750	164,375	158,125	151,875	145,625	139,375	133,125	127,500	0	0	0	0	0	0	0
Community Improvements	439,900	1,080,367	1,044,284	1,008,251	825,868	797,535	769,002	740,269	711,736	595,403	346,670	333,337	320,003	306,670	293,337
<b>Excluded From Tax Levy</b>	<b>1,279,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Energy/Safety Improvements	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
School Buildings	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Town Buildings	1,279,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Community Improvements	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Debt Schedule

Town of Reading Debt Service Schedule 10/9/24 15:44	Projected FY - 2025	Projected FY - 2026	Projected FY - 2027	Projected FY - 2028	Projected FY - 2029	Projected FY - 2030	Projected FY - 2031	Projected FY - 2032	Projected FY - 2033	Projected FY - 2034	Projected FY - 2035	Projected FY - 2036	Projected FY - 2037	Projected FY - 2038	Projected FY - 2039	
<b>Principal + Interest</b>																
<b>Within Levy Limit</b>	<b>2,818,038</b>	<b>3,496,142</b>	<b>3,369,134</b>	<b>3,107,426</b>	<b>2,840,018</b>	<b>3,418,885</b>	<b>2,802,552</b>	<b>2,705,569</b>	<b>2,026,686</b>	<b>1,874,903</b>	<b>1,816,870</b>	<b>1,244,837</b>	<b>1,212,503</b>	<b>893,070</b>	<b>866,537</b>	
Issued	2,818,038	2,258,475	2,170,500	1,947,825	1,719,450	2,337,350	1,760,050	1,702,100	1,062,250	949,500	941,200	911,500	892,500	586,400	573,200	
Approved not issued (ANI)	0	321,000	310,300	299,600	288,900	278,200	267,500	256,800	246,100	235,400	214,000	0	0	0	0	
Not yet approved (NYA)	0	916,667	888,334	860,001	831,668	803,335	775,002	746,669	718,336	690,003	661,670	333,337	320,003	306,670	293,337	
Bldg Security \$4mil/10yr	427,000	413,000	399,000	385,000	371,000	357,000										
Bldg Energy Improv I \$5m/15yr	336,188															
Bldg Energy Improv II \$5m/15yr	433,625	418,875	404,125	389,375	369,750	355,250	340,750	327,700	317,550	310,300	304,500	298,700	292,900			
Killam Green Repair																
Birch Mdw Green Repair																
RMHS Turf II \$2.225mil/10yr	195,000	188,600	182,200	175,800	169,400	158,100										
RMHS Turf I \$3.0mil/10yr	346,875	334,125	321,375	303,750	291,250	278,750	266,250	255,000								
RMHS Fieldhouse \$3 mil/10yrs		450,000	435,000	420,000	405,000	390,000	375,000	360,000	345,000	330,000	315,000				Increase by \$8	
RMHS/TLT \$1.5mil/10yr	151,200	145,800	140,400													
RMHS Ret. Wall \$500k/5yr																
Parker MS Roof \$2.7mil/10yr	312,500	301,000	284,625	273,375	262,125	250,875	239,625	229,500								
Coolidge MS Roof \$2.9mil/10yr						457,000	448,300	439,600	430,900	422,200	413,500	404,800	396,100	387,400	378,700	move out 5yrs
Birch Mdw ES roof \$1.5mil/10yr						235,000	230,500	226,000	221,500	217,000	212,500	208,000	203,500	199,000	194,500	move out 5yrs
ES Mod. class \$1.2 mil/8yr																
Barrows/Wd End@																
Wood End@																
Barrows@																
Police Sta Improve \$1.5mil/10yr	175,750	164,375	158,125	151,875	145,625	139,375	133,125	127,500								
West St. \$1.3 mil	135,200															
Comm. Sustainability \$1.0mil/10yr	134,200	129,400	124,700	120,000	110,300	106,000	101,500	96,800	92,300	0	0	0	0	0	0	
Ec Dev Dwntrn Phase II \$4.0mil/15yr	0	466,667	453,334	440,001	426,668	413,335	400,002	386,669	373,336	360,003	346,670	333,337	320,003	306,670	293,337	\$5m bond bill
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Haven St. Streetscape \$750k/5yr	170,500	163,300	155,950	148,650	0	0	0	0	0	0	0	0	0	0	0	
Bch Mdw Phase II \$2.14mil/10yr	0	321,000	310,300	299,600	288,900	278,200	267,500	256,800	246,100	235,400						
<b>Excluded Debt</b>	<b>1,279,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Issued	1,279,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Approved not issued (ANI)																
Not yet approved (NYA)																
RMHS@																
Barrows/Wd End@																
Wood End@																
Library Project \$10+mil	1,040,000															
Library Project \$2.115mil	239,700															

Debt Schedule

Town of Reading Debt Service Schedule	Projected FY - 2025	Projected FY - 2026	Projected FY - 2027	Projected FY - 2028	Projected FY - 2029	Projected FY - 2030	Projected FY - 2031	Projected FY - 2032	Projected FY - 2033	Projected FY - 2034	Projected FY - 2035	Projected FY - 2036	Projected FY - 2037	Projected FY - 2038	Projected FY - 2039
10/9/24 15:44															
<b>Principal</b>															
<b>Within Levy Limit</b>	<b>2,255,000</b>	<b>2,570,667</b>	<b>2,565,667</b>	<b>2,425,667</b>	<b>2,270,667</b>	<b>2,825,667</b>	<b>2,320,667</b>	<b>2,320,667</b>	<b>1,720,667</b>	<b>1,630,667</b>	<b>1,630,667</b>	<b>1,116,667</b>	<b>1,116,666</b>	<b>826,666</b>	<b>826,666</b>
Issued	2,255,000	1,790,000	1,785,000	1,645,000	1,490,000	2,045,000	1,540,000	1,540,000	940,000	850,000	850,000	850,000	850,000	560,000	560,000
Approved not issued (ANI)	0	214,000	214,000	214,000	214,000	214,000	214,000	214,000	214,000	214,000	214,000	0	0	0	0
Not yet approved (NYA)	0	566,667	566,667	566,667	566,667	566,667	566,667	566,667	566,667	566,667	566,667	266,667	266,666	266,666	266,666
Bldg Security \$4mil/10yr	350,000	350,000	350,000	350,000	350,000	350,000									
Bldg Energy Improv I \$5m/15yr	330,000														
Bldg Energy Improv II \$5m/15yr	295,000	295,000	295,000	295,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000		4,377,300
Killam Green Repair															
Birch Mdw Green Repair															
RMHS Turf II \$2.225mil/10yr	160,000	160,000	160,000	160,000	160,000	155,000									
RMHS Turf I \$3.0mil/10yr	255,000	255,000	255,000	250,000	250,000	250,000	250,000	250,000							2,521,300
RMHS Fieldhouse \$3 mil/10yrs		300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000				Move up 1 yr
RMHS/TLT \$1.5mil/10yr	135,000	135,000	135,000												
RMHS Ret. Wall \$500k/5yr															
Parker MS Roof \$2.7mil/10yr	230,000	230,000	225,000	225,000	225,000	225,000	225,000	225,000							2,270,000
Coolidge MS Roof \$3.7mil/10yr						370,000	370,000	370,000	370,000	370,000	370,000	370,000	370,000	370,000	3,700,000
Birch Mdw ES roof \$1.9mil/10yr						190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	1,900,000
ES Mod. class \$1.2 mil/8yr															
Barrows/Wd End@															
Wood End@															
Barrows@															
Police Sta Improve \$1.5mil/10yr	130,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000							1,261,400
West St. \$1.3 mil	130,000														
Comm. Sustainability \$925k/10yr	95,000	95,000	95,000	95,000	90,000	90,000	90,000	90,000	90,000						
Ec Dev Dwntn II \$4.0mil/15yr		266,667	266,667	266,667	266,667	266,667	266,667	266,667	266,667	266,667	266,667	266,667	266,666	266,666	4,000,000
Haven St. Streetscape \$730k/5yr	145,000	145,000	145,000	145,000											730,000
Bch Mdw Phase II \$2.14mil/10yr		214,000	214,000	214,000	214,000	214,000	214,000	214,000	214,000	214,000	214,000				
<b>Excluded Debt</b>	<b>1,235,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Issued	1,235,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approved not issued (ANI)															
Not yet approved (NYA)															
RMHS@															
Barrows/Wd End@															
Wood End@															
Library Project \$10+mil	1,000,000														
Library Project \$2.115mil	235,000														

Debt Schedule

Town of Reading Debt Service Schedule	Projected FY - 2025	Projected FY - 2026	Projected FY - 2027	Projected FY - 2028	Projected FY - 2029	Projected FY - 2030	Projected FY - 2031	Projected FY - 2032	Projected FY - 2033	Projected FY - 2034	Projected FY - 2035	Projected FY - 2036	Projected FY - 2037	Projected FY - 2038	Projected FY - 2039
10/9/24 15:44															
<b>Interest</b>															
<b>Within Levy Limit</b>	<b>563,038</b>	<b>925,475</b>	<b>803,467</b>	<b>681,759</b>	<b>569,351</b>	<b>593,218</b>	<b>481,885</b>	<b>384,902</b>	<b>306,019</b>	<b>244,236</b>	<b>186,203</b>	<b>128,170</b>	<b>95,837</b>	<b>66,404</b>	<b>39,871</b>
Issued	563,038	468,475	385,500	302,825	229,450	292,350	220,050	162,100	122,250	99,500	91,200	61,500	42,500	26,400	13,200
Approved not issued (ANI)	0	107,000	96,300	85,600	74,900	64,200	53,500	42,800	32,100	21,400					
Not yet approved (NYA)	0	350,000	321,667	293,334	265,001	236,668	208,335	180,002	151,669	123,336	95,003	66,670	53,337	40,004	26,671
Bldg Security \$4mil/10yr	77,000	63,000	49,000	35,000	21,000	7,000									
Bldg Energy Improv I \$5m/15yr	6,188														
Bldg Energy Improv II \$5m/15yr	138,625	123,875	109,125	94,375	79,750	65,250	50,750	37,700	27,550	20,300	14,500	8,700	2,900		
Killam Green Repair															
Birch Mdw Green Repair															
RMHS Turf II \$2.225mil/10yr	35,000	28,600	22,200	15,800	9,400	3,100									
RMHS Turf I \$3.0mil/10yr	91,875	79,125	66,375	53,750	41,250	28,750	16,250	5,000							
RMHS Fieldhouse \$3 mil/10yrs		150,000	135,000	120,000	105,000	90,000	75,000	60,000	45,000	30,000	15,000				
RMHS/TLT \$1.5mil/10yr	16,200	10,800	5,400												
RMHS Ret. Wall \$500k/5yr															
Parker MS Roof \$2.7mil/10yr	82,500	71,000	59,625	48,375	37,125	25,875	14,625	4,500							
Coolidge MS Roof \$2.9mil/10yr						87,000	78,300	69,600	60,900	52,200	43,500	34,800	26,100	17,400	8,700
Birch Mdw ES roof \$1.5mil/10yr						45,000	40,500	36,000	31,500	27,000	22,500	18,000	13,500	9,000	4,500
ES Mod. class \$1.2 mil/8yr															
Barrows/Wd End@															
Wood End@															
Barrows@															
Police Sta Improve \$1.5mil/10yr	45,750	39,375	33,125	26,875	20,625	14,375	8,125	2,500							
West St. \$1.3 mil	5,200														
Comm. Sustainability \$925k/10yr	39,200	34,400	29,700	25,000	20,300	16,000	11,500	6,800	2,300						
Haven St. Streetscape \$730k/5yr	25,500	18,300	10,950	3,650											
Ec Dev Dwntn II \$4.0mil/20yr		200,000	186,667	173,334	160,001	146,668	133,335	120,002	106,669	93,336	80,003	66,670	53,337	40,004	26,671
Bch Mdw Phase II \$2.14mil/10yr		107,000	96,300	85,600	74,900	64,200	53,500	42,800	32,100	21,400	10,700				
<b>Excluded Debt</b>	<b>44,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Issued	44,700	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approved not issued (ANI)															
Not yet approved (NYA)															
Killam Community Center Wood End@															
Library Project \$10+mil	40,000														
Library Project \$2.115mil	4,700														

2,411,693  
448,400  
54,656  
1,131,367  
630,025  
566,302  
478,500  
247,500  
12,000  
314,539  
88,150  
1,600,026

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**Town of Reading**  
**16 Lowell Street**  
**Reading, MA 01867-2685**

**FAX: (781) 942-9070**  
**Website: [www.readingma.gov](http://www.readingma.gov)**

**TOWN CLERK**  
**(781) 942-9050**

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## **Town Meeting Handout Guidelines**

To ensure that all Town Meeting members have access to the same information, distributed in the same manner, please follow the below listed guidelines for handout materials:

Materials that are prepared by a Town Board / Committee / Town Department must include the following:

- Article name and number
- Name of Town Board / Committee / Commission or Town Department
- Date the document was created
- Contact Information
- Approval of Town Clerk's Office

Materials that are prepared by petitioners or other voters must include the following:

- Article name and number
- Contact information of person who created handout
- Date the document was created
- Approval of Town Clerk's Office

All handouts:

- Must contain facts only unless specifically stating "This is the opinion of \_\_\_\_"
- Should be on white paper only
- Should be double-sided copies if more than one page
- May be distributed only by giving adequate copies for all Town Meeting members (192) to the Town Clerk or designee by 6:30 PM on the night in which the subject article will be discussed
- All handouts not approved will be removed and recycled
- All handouts not distributed must be picked up at the end of each night or they will be recycled at the end of each night.

All PowerPoint Presentations:

- Must consult with the Town Clerk before the meeting
- Provide a copy before the meeting
- All presentations will be given using the Town of Reading laptop computer

February of 2010

## CONDUCT OF TOWN MEETING

Reading's Town Meeting is conducted in accordance with the rules set down in Article 2 of the Charter and the General Bylaws. Although Town Meeting Time Third Edition is the basic source, a Town Meeting Member need only be familiar with what is contained in the Charter. These notes are intended to outline the major points all Town Meeting Members should know, and which by knowing will make Town Meeting more understandable.

### Organization

- Town Meeting consists of 192 elected members, of which 97 constitute a quorum.
- There are two required sessions: The Annual Meeting in Spring which is primarily for fiscal matters and acceptance of the annual budget, and the Subsequent Meeting in November. Special Town Meetings may be called at any time that the need arises.
- There are three main committees which review certain Articles and advise Town Meeting of their recommendations:

Finance for all expenditures of funds,

Bylaw for all bylaw changes, and the

Community Planning and Development Commission for all zoning changes.

Their reports are given prior to discussing the motion.

### General Rules Of Procedure

- The Meeting is conducted through the Warrant Articles which are presented (moved) as motions. Only one motion may be on the floor at a time; however, the motion may be amended. Often two or more Articles which address the same subject may be discussed together; however, only one is formally on the floor, and each when moved is acted upon individually. Note that the vote on one may influence the others.
- Members who wish to speak shall rise, state their name and precinct in order to be recognized.
- A Member may speak for ten (10) minutes but permission must be asked to exceed this limit.
- Seven (7) Members can question a vote and call for a standing count, and twenty (20) can ask for a roll call vote; however, a roll call vote is seldom used because of the time it takes.

### Principal Motion Encountered At Town Meeting

The following motions are the principal ones used in most cases by Town Meeting to conduct its business. Experience shows that the Members should be familiar with these.

- **Adjourn:** Ends the sessions, can be moved at any time.
- **Recess:** Stops business for a short time, generally to resolve a procedural question or to obtain information.
- **Lay on the Table:** Stops debate with the intention generally of bringing the subject up again later. May also be used to defer action on an Article for which procedurally a negative vote is undesirable. Note that tabled motions die with adjournment.
- **Move the Previous Question:** Upon acceptance by a two-thirds (2/3) vote, stops all debate and brings the subject to a vote. This is generally the main motion, or the most recent

amendment, unless qualified by the mover. The reason for this as provided in Robert's Rules of Order is to allow for other amendments should they wish to be presented.

- **Amend:** Offers changes to the main motion. Must be in accordance with the motion and may not substantially alter the intent of the motion. In accordance with Robert's Rules of Order, only one primary and one secondary motion will be allowed on the floor at one time, unless specifically accepted by the Moderator.
- **Indefinitely Postpone:** Disposes of the Article without a yes or no vote.
- **Take from the Table:** Brings back a motion which was previously laid on the table.
- **Main Motion:** The means by which a subject is brought before the Meeting.

#### **The Following Motions May Be Used By A Member For The Purpose Noted:**

- **Question of Privilege:** Sometimes used to offer a resolution. Should not be used to "steal" the floor.
- **Point of Order:** To raise a question concerning the conduct of the Meeting.
- **Point of Information:** To ask for information relevant to the business at hand.

#### **Multiple Motions Subsequent (Multiple) Motions**

If the subsequent motion to be offered, as distinct from an amendment made during debate, includes material which has previously been put to a vote and defeated, it will be viewed by the Moderator as reconsideration and will not be accepted. If the subsequent motion contains distinctly new material which is within the scope of the Warrant Article, then it will be accepted. An example of this latter situation is successive line items of an omnibus budget moved as a block.

#### **Subject To The Following Considerations**

- The maker of any proposed multiple motion shall make their intent known, and the content of the motion to be offered shall be conveyed to the Moderator - prior to the initial calling of the Warrant Article.
- Once an affirmative vote has been taken on the motion then on the floor - no further subsequent alternative motions will be accepted. (Obviously does not apply to the budget, for example.)
- Also - There can only be one motion on the floor at any one time. You have the ability to offer amendments to the motion that is on the floor. You also have the ability to move for reconsideration.

#### **Town Of Reading Bylaw - Article 2 Town Meeting**

##### **2.1 General**

###### **2.1.1 Date of Annual Town Election**

The Annual Town Meeting shall be held on the third Tuesday preceding the fourth Monday in April of each year for the election of Town Officers and for such other matters as required by law to be determined by ballot. Notwithstanding the foregoing, the Board of Selectmen may schedule the commencement of the Annual Town Meeting for the same date designated as the date to hold any Federal or State election.

###### **2.1.2 Hours of Election**

The polls for the Annual Town Meeting shall be opened at 7:00 AM and shall remain open until 8:00 PM.

**2.1.3 Annual Town Meeting Business Sessions**

All business of the Annual Town Meeting, except the election of such Town officers and the determination of such matters are required by law to be elected or determined by ballot, shall be considered at an adjournment of such meeting to be held at 7:30 PM on the fourth Monday in April, except if this day shall fall on a legal holiday, in which case the meeting shall be held on the following day or at a further adjournment thereof.

**2.1.4 Subsequent Town Meeting**

A Special Town Meeting called the Subsequent Town Meeting shall be held on the second Monday in November, except if this day shall fall on a legal holiday, in which case the meeting shall be held on the following day. The Subsequent Town Meeting shall consider and act on all business as may properly come before it except the adoption of the annual operating budget.

**2.1.5 Adjourned Town Meeting Sessions**

Adjourned sessions of every Annual Town Meeting after the first such adjourned session provided for in Section 2.1.3 of this Article and all sessions of every Subsequent Town Meeting, shall be held on the following Thursday at 7:30 PM and then on the following Monday at 7:30 PM, and on consecutive Mondays and Thursdays unless a resolution to adjourn to another time is adopted by a majority vote of Town Meeting Members present and voting.

**2.1.6 Posting of the Warrant**

The Board of Selectmen shall give notice of the Annual, Subsequent or any Special Town Meeting at least fourteen (14) days prior to the time of holding said meeting by causing an attested copy of the warrant calling the same to be posted in one (1) or more public places in each precinct of the Town, and either causing such attested copy to be published in a local newspaper or providing in a manner such as electronic submission, holding for pickup, or mailing, an attested copy of said warrant to each Town Meeting Member.

**2.1.7 Closing of the Warrant**

All Articles for the Annual Town Meeting shall be submitted to the Board of Selectmen not later than 8:00 PM on the fifth (5<sup>th</sup>) Tuesday preceding the date of election of Town officers, unless this day is a holiday in which case the following day shall be substituted. All articles for the Subsequent Town Meeting shall be submitted to the Board of Selectmen not later than 8:00 PM on the seventh (7<sup>th</sup>) Tuesday preceding the Subsequent Town Meeting in which action is to be taken, unless this day is a holiday in which case the following day shall be substituted.

**2.1.8 Delivery of the Warrant**

The Board of Selectmen, after drawing a Warrant for a Town Meeting, shall immediately deliver a copy of such Warrant to each member of the Finance Committee, the Community Planning and Development Commission, the Bylaw Committee and the Moderator.

**2.2 Conduct of Town Meeting**

**2.2.1 In the conduct of all Town Meetings, the following rules shall be observed**

**Rule 1** A majority of Town Meeting Members shall constitute a quorum for doing business.

**Rule 2** All articles on the warrant shall be taken up in the order of their arrangement in the warrant unless otherwise decided by a majority vote of the members present and voting.

- Rule 3** Prior to debate on each article in a warrant involving the expenditure of money, the Finance Committee shall advise Town Meeting as to its recommendations and the reasons therefore.
- Rule 4** Prior to a debate on each article in a warrant involving changes in the bylaw or Charter, petitions for a special act, or local acceptance by Town Meeting of a State statute, the Bylaw Committee shall advise Town Meeting as to its recommendations and reasons therefore.
- Rule 5** Every person shall stand when speaking as they are able, shall respectfully address the Moderator, shall not speak until recognized by the Moderator, shall state his name and precinct, shall confine himself to the question under debate and shall avoid all personalities.
- Rule 6** No person shall be privileged to speak or make a motion until after he has been recognized by the Moderator.
- Rule 7** No Town Meeting Member or other person shall speak on any question more than ten (10) minutes without first obtaining the permission of the meeting.
- Rule 8** Any non-Town Meeting Member may speak at a Town Meeting having first identified himself to the Moderator. A proponent of an article may speak on such article only after first identifying himself to the Moderator and obtaining permission of Town Meeting to speak. No non-Town Meeting Member shall speak on any question more than five (5) minutes without first obtaining the permission of the Meeting. Non-Town Meeting Members shall be given the privilege of speaking at Town Meeting only after all Town Meeting Members who desire to speak upon the question under consideration have first been given an opportunity to do so.
- Rule 9** Members of official bodies and Town officials who are not Town Meeting Members shall have the same right to speak, but not to vote, as Town Meeting Members on all matters relating to their official bodies.
- Rule 10** No speaker at a Town Meeting shall be interrupted except by a Member making a point of order or privileged motion or by the Moderator.
- Rule 11** Any person having a monetary or equitable interest in any matter under discussion at a Town Meeting, and any person employed by another having such an interest, shall disclose the fact of his interest or his employer's interest before speaking thereon.
- Rule 12** The Moderator shall decide all questions of order subject to appeal to the meeting, the question on which appeal shall be taken before any other.
- Rule 13** When a question is put, the vote on all matters shall be taken by a show of hands, and the Moderator shall declare the vote as it appears to him. If the Moderator is unable to decide the vote by the show of hands, or if his decision is immediately questioned by seven (7) or more Members, or if the Moderator determines that a counted vote is required such as for a debt issue or Home Rule Petition, he shall determine the question by ordering a standing vote, and he shall appoint tellers to make and return the count directly to him. On request of not less than twenty (20) members, a vote shall be taken by roll call.
- Rule 14** All original main motions having to do with the expenditure of money shall be presented in writing, and all other motions shall be in writing if so directed by the Moderator.

**Rule 15** No motion shall be received and put until it is seconded. No motion made and seconded shall be withdrawn if any Member objects. No amendment not relevant to the subject of the original motion shall be entertained.

**Rule 16** When a question is under debate, no motion shall be in order except:

- to adjourn,
- to lay on the table or pass over,
- to postpone for a certain time,
- to commit,
- to amend,
- to postpone indefinitely, or
- to fix a time for terminating debate and putting the question, and the aforesaid several motions shall have precedence in the order in which they stand arranged in this rule.

**Rule 17** Motions to adjourn (except when balloting for offices and when votes are being taken) shall always be first in order. Motions to adjourn, to move the question, to lay on the table and to take from the table shall be decided without debate.

**Rule 18** The previous question shall be put in the following form or in some other form having the same meaning: "Shall the main question now be put" and until this question is decided all debate on the main question shall be suspended. If the previous question is adopted, the sense of the meeting shall immediately be taken upon any pending amendments in the order inverse to that in which they were moved, except that the largest sum or the longest time shall be put first and finally upon the main question.

**Rule 19** The duties of the Moderator and the conduct and method of proceeding at all Town Meetings, not prescribed by law or by rules set forth in this article, shall be determined by rules of practice set forth in "Town Meeting Time Third Edition" except that to lay on the table shall require a majority vote.

### **2.2.2 Attendance by Officials**

It shall be the duty of every official body, by a member thereof, to be in attendance at all Town Meetings for the information thereof while any subject matter is under consideration affecting such official body.

### **2.2.3 Appointment of Committees**

All committees authorized by Town Meeting shall be appointed by the Moderator unless otherwise ordered by a vote of the Members present and voting. All committees shall report as directed by Town Meeting. If no report is made within a year after the appointment, the committee shall be discharged unless, in the meantime, Town Meeting grants an extension of time. When the final report of a committee is placed in the hands of the Moderator, it shall be deemed to be received, and a vote to accept the same shall discharge the committee but shall not be equivalent to a vote to adopt it.

### **2.2.4 Motion to Reconsider**

#### **2.2.4.1 Notice to Reconsider**

A motion to reconsider any vote must be made before the final adjournment of the meeting at which the vote was passed but such motion to reconsider shall not be made at an adjourned meeting unless the mover has given notice of his intention to make such a motion, either at the session of the meeting at which the vote was passed or by written notice to the Town Clerk within twenty-four (24) hours after the adjournment of such session. When such motion is made at the

session of the meeting at which the vote was passed, said motion shall be accepted by the Moderator but consideration thereof shall be postponed to become the first item to be considered at the next session, unless all remaining articles have been disposed of, in which case reconsideration shall be considered before final adjournment. There can be no reconsideration of a vote once reconsidered or after a vote not to reconsider. Reconsideration may be ordered by a vote of two-thirds (2/3) of the members present. Arguments for or against reconsideration may include discussion of the motion being reconsidered providing such discussion consists only of relevant facts or arguments not previously presented by any speaker.

#### **2.2.4.2 Federal or State Law Affecting Reconsideration**

The foregoing provisions relating to motions to reconsider shall not apply to any such motion made by the Board of Selectmen and authorized by the Moderator as necessary for the reconsideration of actions previously taken by Town Meeting by reason of State or Federal action or inaction or other circumstances not within the control of the Town or Town Meeting. In the event such a motion to reconsider is made and authorized, said motion may be made at any time before the final adjournment of the meeting at which the vote was passed, said motion may be made even if the vote was already reconsidered or was the subject of a vote not to reconsider, and reconsideration may be ordered by a vote of two-thirds (2/3) of the Members present.

#### **2.2.4.3 Posting and Advertising**

Notice of every vote to be reconsidered at an adjourned Town Meeting shall be posted by the Town Clerk in one (1) or more public places in each precinct of the Town as soon as possible after adjournment, and he shall, if practicable, at least one day before the time of the next following session of said adjourned meeting, publish such notice in some newspaper published in the Town. Said notice shall include the vote to be reconsidered and the place and time of the next following session of said adjourned meeting. The foregoing notice provisions shall not apply when a motion to reconsider any Town Meeting action is made publicly at Town Meeting before the adjournment of any session of any adjourned Town Meeting.

#### **2.2.5 State of the Town**

The Selectmen shall, at each Annual Town Meeting, give to the Members information on the "State of the Town."

#### **2.2.6 Annual Precinct Meeting**

Town Meeting Members and Town Meeting Members-elect from each precinct shall hold an annual precinct meeting after the annual Town election but before the convening of the business sessions of the Annual Town Meeting. The purpose of the meeting shall be the election of a Chairman and a Clerk and to conduct whatever business may be appropriate. Chairmen shall serve no more than six (6) consecutive years in that position. Additional precinct meetings may be called by the Chairman or by a petition of six (6) Town Meeting Members of the precinct.

#### **2.2.7 Removal of Town Meeting Members**

##### **2.2.7.1 Notice of Attendance**

The Town Clerk shall mail, within thirty (30) days after the adjournment *sine die* of the Annual Town Meeting, to every Town Meeting Member who has attended less than one-half of Town Meeting sessions since the most recent Annual Town Election, a record of his attendance and a copy of Section 2-6 of the Charter.

**2.2.7.2 Precinct Recommendation**

All Precinct meeting held prior to consideration by Town Meeting of the warrant article pursuant to Section 2-6 of the Charter. Town Meeting Members of each precinct shall adopt a recommendation to Town Meeting on whether each member from the precinct listed in the warrant per Section 2-6 of the Charter should be removed from Town Meeting. The Chairman of each precinct or his designee shall make such recommendations along with supporting evidence and rationale to Town Meeting.

**2.2.7.3 Grouped by Precinct**

The names of the Members subject to removal in accordance with Section 2-6 of the Charter shall be grouped by precinct in the warrant article required by said section.

**2.2.8 Meetings During Town Meeting**

No appointed or elected board, committee, commission or other entity of Town government shall schedule or conduct any hearing, meeting or other function during any hours in which an Annual, Subsequent or Special Town Meeting is in session or is scheduled to be in session. Any such board, committee or commission which schedules or holds a meeting or hearing on the same calendar day, but at a time prior to a session of Town Meeting, shall adjourn or recess not less than five (5) minutes prior to the scheduled session of Town Meeting.

Any board, committee or commission may, at the opening of any session of Town Meeting, present to that Town Meeting an instructional motion requesting an exemption from this bylaw and asking that Town Meeting permit it to meet at a date and hour at which a future session of Town Meeting is scheduled, and may present reasons for Town Meeting to give such permission. Notwithstanding the foregoing, any board, committee or commission which meets the requirements of M.G.L. Chapter 39, Section 23B concerning emergency meetings may, upon meeting such requirements, conduct such a meeting or hearing at a time scheduled for a Town Meeting.

**2.2.9 Rules Committee**

The members of the Rules Committee, established under Section 2-12 of the Charter, shall hold an annual meeting within thirty (30) days after the adjournment of the Annual Town Meeting for the purpose of electing a Chairman and a Clerk and to conduct whatever business may be appropriate. Additional Rules Committee meetings may be called by the Chairman.

In the absence of a Chairman, the Moderator shall convene a meeting of the Rules Committee within sixty (60) days after a vacancy for the purpose of electing a new Chairman.