



Zoning & Planning Committee Agenda

City of Newton In City Council

Monday, February 13, 2017

7:45PM

Room 205

Items Scheduled for Discussion:

- #21-17** **Mayor's appointment of Dan Brody to the Community Preservation Committee**
DAN BRODY, 15 Brewster Road, Newton Highlands, appointed as a member of the COMMUNITY PRESERVATION COMMITTEE for a term to February 1, 2020 (60 days 04/07/17) [01/26/17 @ 2:03PM]
- #23-17** **Mayor's appointment of John Sisson to the Newton Historical Commission**
JOHN SISSON, 45 Greenlawn Avenue, Newton, appointed as a member of the NEWTON HISTORICAL COMMISSION for a term to expire February 1, 2020 (60 days 04/07/17) [01/26/17 @ 2:03PM]
- #80-13** **Updates on the zoning reform project**
THE PLANNING DEPARTMENT requesting update discussions of the zoning reform project. [02/25/13 @ 12:31 PM]
- #220-16** **Discussion relative to regulating Airbnb-type companies**
COUNCILORS FULLER, HESS-MAHAN, LAPPIN, COTE AND NORTON requesting a discussion with the Planning, Inspectional Services and Fire Departments regarding appropriate regulations, permits, licensing and/or taxes for residential owners who host short-term guests through house-sharing companies such as Airbnb.[06/06/16 @ 2:19 PM]
- #140-14** **Zoning amendment for lodging house ordinance**
ALD. CROSSLEY AND HESS-MAHAN requesting to amend **Chapter 30**, City of Newton Zoning Ordinances, to include a "lodging house" ordinance to promulgate rules requiring annual fire, safety and health inspections and licensing of buildings providing single room occupancy and/or congregate living arrangements. [04/04/14 @ 6:29 PM]

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

Items not Scheduled for Discussion at this meeting:

Public Hearing assigned for February 27, 2017

- #343-16 Zoning amendment relative to accessory apartments**
HIS HONOR THE MAYOR, COUNCILOR HESS-MAHAN, ALBRIGHT, CICCONE, CROSSLEY, AND NORTON proposing to amend Chapter 30 Section 6.7.1 Accessory Apartments and Section 5.1.4 Number of Parking Stalls in order to create a new accessory apartment ordinance that expands the availability of accessory apartments. [10/07/16 @ 10:03 AM] **Hearing closed 11/14/16 (90 days 2/12/17)**
Recommited 2/6/17
- Referred to Finance and Appropriate Committees**
- #359-16 Submittal of the FY 2018 to FY 2021 Capital Improvement Plan**
HIS HONOR THE MAYOR submitting the Fiscal Years 2018 to 2022 Capital Improvement Plan pursuant to section 5-3 of the Newton City Charter. [10/11/16 @ 11:28 AM]
- #3-17 Proposed ordinance to create a Newton Housing Partnership**
COUNCILORS CROSSLY, ALBRIGHT, AND HESS-MAHAN proposing an Ordinance to create a Newton Housing Partnership with members jointly appointed by the City Council and Mayor, to continue the mission of the Newton Housing Partnership that was advisory to the Mayor, and which the Mayor has disbanded. [12/23/16 @ 8:37 AM]
- #35-16 Creation of policy to require posting of materials of boards/commissions**
COUNCILOR SANGIOLO requesting a discussion with the Planning Department relative to creating a policy to require audio recordings of all meetings of boards and commissions and posting of same to the City's website, as well as posting of all documentation that is reviewed by boards and commissions and/or by their designated City staff member. [01/19/16 @ 2:35 PM]
- #170-15 Discussion of HUD settlement relative to creating 9-12 affordable units**
ALD. HESS-MAHAN, JOHNSON, CROSSLEY AND ALBRIGHT requesting a discussion relative to the HUD Settlement with Supporters of Engine 6, the Fair Housing Center of Greater Boston and the Disability Law Center in conjunction with the Law and Planning Departments, to explain the settlement and possible implications for the Zoning Board of Appeals and the Board of Aldermen in terms of the City's obligation to identify sites and facilitate the creation of, and issue permits for, affordable housing for 9-12 chronically homeless persons in Newton. [07/06/15 @ 4:18 PM]

- #110-15 Discussion of the Smart Growth Zoning Overlay District Act in Newton**
HIS HONOR THE MAYOR requesting discussion of The Smart Growth Zoning Overlay District Act M.G.L. Chapter 40R and its potential application in Newton [04/24/15 @ 2:38 PM]

Referred to Zoning & Planning, Land Use and Finance Committees

- #104-15 Qualification of affordable units on Comm Ave, Pearl and Eddy Streets**
ALD. JOHNSON, LAREDO, AND GENTILE requesting a report from the Planning Department with the following information: How many of the affordable units developed at Commonwealth Avenue, Pearl Street, and Eddy Street qualify to be included on the State's Subsidized Housing Inventory List. If a property is not currently on the list, what can be done to make it eligible. [04/09/15 @ 12:00 PM]
- #447-14 Proposing an ordinance to require building plans with demolition applications**
ALD. SANGIOLO proposing an ordinance requiring the submission of building plans with applications for full or partial demolitions. [11/13/14 @ 2:03 PM]
- #265-14 Request to increase several time periods for demolition delays**
ALD. BLAZAR, YATES AND DANBERG requesting:
1. to amend Section 22-50 to increase the time period for determinations of historical significance to 30 days, and to increase the time period for hearings, rulings and written notice on appeals from historical significance determinations to 60 days;
 2. to amend Section 22-50 to increase the time period to hold a public hearing as to whether or not a historically significant building or structure is preferably preserved to 60 days;
 3. to amend Section 22-50 to increase the demolition delay period for buildings and structures on or eligible for listing in the National Register of Historic Places to 30 months;
 4. and to amend Section 22-50 to increase the demolition delay period for all other preferably preserved buildings or structures to 24 months. [7/07/14 @ 12:35 PM]
- #238-14 Request for development of Housing Production Plan**
ALD. SANGIOLO requesting the Executive Department and Planning Department work with the Board of Aldermen to develop a Housing Production Plan in accordance with 760 CMR 56.03(4) and guidelines adopted by the Department of Housing and Community Development as soon as possible. [06/09/14 @ 11:55 AM]
- #107-15 Discussion of middle income housing supportive of City employees**
HIS HONOR THE MAYOR requesting discussion of approaches to create middle income housing as a means of allowing City of Newton employees the opportunity to live in the community in which they work. [04/24/15 @ 2:38 PM]

- #81-13 Request for naturally affordable compact housing opportunities**
DIRECTOR OF PLANNING & DEVELOPMENT on behalf of the Newton Housing Partnership requesting consideration of naturally affordable compact housing opportunities in MR1 zones. [02/22/13 @ 1:13 PM]
- #86-15 Discussion and review of CDBG fund expenditures and citywide goals**
ALD. CROSSLEY, ALBRIGHT, HESS-MAHAN, & JOHNSON requesting a review and discussion of Community Development Block Grant expenditures and past years' accounting to assess progress in meeting citywide program goals as adopted in the consolidated plan, including creating and sustaining affordable housing, as well as facilities improvements in approved neighborhood districts. [03/30/15 @ 6:02 PM]
- #427-13 Discussion of CDBG, HOME and ESG funds and fair housing**
ALD. HESS-MAHAN requesting discussion and periodic updates of steps the City of Newton is taking to ensure that its implementation of the Consolidated Plan, Annual Action Plan and Citizen Participation Plan and use of CDBG, HOME and ESG funds comply with federal and state fair housing and anti-discrimination laws and regulations, and its duty to affirmatively further fair housing. [12/06/13 @ 9:51 AM]
- #308-12 Discussion of policies relative to CDBG fund expenditures**
ALD. HESS-MAHAN & ALBRIGHT requesting a discussion with the Mayor's office and the Planning & Development Department of policies, procedures, and criteria relating to determinations concerning expenditures of Community Development Block Grant (CDBG) funds. [10/09/12 @ 3:59 PM]
- #142-09(7) Resolution to reconvene Floor Area Ratio working group**
ALD. HESS-MAHAN AND JOHNSON proposing a Resolution to request that the Director of Planning and Development and the Commissioner of Inspectional Services reconvene a Floor Area Ratio working group to review and analyze the definition of "*Floor area, gross*" for residential structures as it is used in the definition and calculation of "*Floor area ratio*" in **Section 30-1** with respect to actual usage, and, if necessary, make recommendations for amendments thereto and in the dimensional regulations contained in **Section 30-15(u)** and *Table A of Section 30-15(u)*, the purpose of which is to regulate the size, density and intensity of use in the construction or renovation of, or additions to a residential structure, to more accurately reflect and be compatible with neighborhood character, and to ensure that a proposed residential structure is consistent with and not in derogation of the size, scale and design of other existing structures in the neighborhood, and is not inconsistent with the City's Comprehensive Plan.

Referred to Zoning & Planning and Finance Committees

#315-14

Ordinance amendment for procurement requirements for non-profits

ALD. HESS-MAHAN, ALBRIGHT, CROSSLEY AND DANBERG proposing an amendment to Chapter 2 of the City of Newton Ordinances setting forth requirements for procurement of materials and services by non-governmental recipients of federal, state or local funds administered by the City, such as CDBG and CPA funds. In order to encourage non-profit and other private organizations to participate in affordable housing, cultural and other public-private collaborations, such procurement requirements should accommodate the needs of non-governmental recipients for flexibility given the multiple public and private sources of funds necessary for any project by not placing undue or unreasonable burdens on them.

[08/04/14 @ 5:08 PM] Finance voted NAN

#446-14

Discussion with Commission on Disability regarding the City's ADA compliance

ALD. SANGIOLO requesting a discussion with the Commission on Disability regarding the status of City compliance with ADA regulations. [11/13/14 @ 2:03 PM]

#168-15

Discussion of Metropolitan Area Planning Council's Wells Avenue Market Study

THE NEWTON-NEEDHAM CHAMBER OF COMMERCE requesting a discussion of the Metropolitan Area Planning Council's 2015 Wells Avenue Market Study.

[07/06/15 @ 5:34 PM]

#95-15

Discussion to consider mix of uses at Wells Avenue Office Park

ALD. CROSSLEY, JOHNSON, LEARY, HESS-MAHAN, DANBERG, ALBRIGHT AND BLAZAR requesting a discussion with the Planning Department to consider the mix of uses in the Wells Avenue Office Park, with and without a second egress to the site, pursuant to the recent MAPC study recommending a strategic introduction of retail and restaurant uses to attract and sustain healthy commercial uses, and some number of residential units sufficient to support an economically viable and vibrant mixed use environment. [04/13/15 @ 2:46 PM]

Referred to Zoning & Planning, Land Use and Finance Committees

#273-12

Request to restructure and increase of fees for various permits

ALD. CROSSLEY & HESS-MAHAN requesting a restructuring and increase in fees for permits charged by the Inspectional Services Department and fees charged by the Planning Department and City Clerk to assure that fees are both sufficient to fund related services provided and simple to administer. [09/10/12 @ 1:17 PM]

Finance and Land Use voted NAN

Referred to Finance and Appropriate Committees

#257-12

Review of fees in Chapter 17 and Chapter 20

RECODIFICATION COMMITTEE recommending (1) review of the Fees, Civil Fines/Non-Criminal Disposition contained in Chapter 17 LICENSING AND PERMITS GENERALLY

and Chapter 20 CIVIL FINES/NON-CRIMINAL DISPOSITION CIVIL FINES to ensure they are in accordance with what is being charged and (2) review of the acceptance of G.L. c. 40 §22F, accepted on July 9, 2001, which allows certain municipal boards and officers to fix reasonable fees for the issuance of certain licenses, permits, or certificates. Finance voted NAN

- #195-15(3) Request to acquire land at 300 Hammond Pond Parkway**
ALD. ALBRIGHT, BAKER, BLAZAR, BROUSAL-GLASER, CICCONE, COTE, CROSSLEY, DANBERG, FULLER, GENTILE, HESS-MAHAN, JOHNSON, KALIS, LAPPIN, LEARY, LAREDO, LENNON, LIPOF, NORTON, RICE, SANGIOLO, SCHWARTZ, AND YATES requesting that, in order to preserve the conservation and recreation values of the land, and to protect existing adjacent public open spaces, the Board of Aldermen vote to acquire for the City of Newton either the undeveloped portion of the land at 300 Hammond Pond Parkway or a conservation restriction on such land.
[10/23/15 @ 2:55 PM]

ZONING AMENDMENT AGENDA ITEMS:

- #22-17 Zoning amendment to further define village commercial centers**
COUNCILORS ALBRIGHT AND AUCHINCLOSS proposing to amend **Chapter 30**, Section 4.2.1.C. which states the purpose of the Multi Use 4 (MU4) district, to further define “Newton’s village commercial centers” as found in this section. The definition would include criteria to guide land use decisions to rezone an area to MU4. The purpose of this definition is to give guidance to both developers and residents concerning areas appropriate to be rezoned as “village commercial centers” and therefore appropriate to become an MU4 zone. [01/22/17 @ 10:35PM]
- #16-17 Zoning amendment regarding Administrative Site Plan Approval**
COUNCILOR HARNEY requesting an amendment to the City of Newton Revised Ordinances Chapter 30, Sec. 7.5. Administrative Site Plan Review, to require that as part of the process, the Planning & Development Department conduct a public hearing and to extend the amount of time that the City has to review the application. [01-17-17 @ 3:35 PM]
- #222-13(8) Zoning amendment to delay effective date of Garage Ordinance for further study**
COUNCILOR HESS-MAHAN requesting amendments to Ordinance A-78, which amends Chapter 30, Section 3.4.4 of Revised Ordinances, to implement a deferred effective date for the Ordinance of December 31, 2017 or such other appropriate date, for the purpose of allowing the Planning Department to complete a comprehensive study thereof. [11/28/16 @ 5:45PM]
- #222-13(7) Additional zoning amendment to Garage Ordinance**
COUNCILORS ALBRIGHT, LENNON, CROSSLEY, DANBERG, LIPOF, FULLER AND COTE proposing to amend Chapter 30, Section 3.4.4. of the Revised Ordinances as

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

#222-13(5) Zoning amendment to Garage Ordinance

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

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

#222-13(3) Review of Garage Ordinance

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

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

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

#238-16 Zoning amendment for exempt lots definition

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

- #54-16 Zoning ordinance amendment relative to Health Club use**
ACTING DIRECTOR OF PLANNING proposing amendments to the Newton Zoning Ordinance to allow the “Health Club” use in Business 1, Business 2 and Business 4 districts; and to clarify the definition of “Personal Service” as it relates to health and fitness uses. [02/09/16 @ 4:24 PM]
ITEM SPLIT INTO PART A AND PART B:
PART A – To allow Health Club use in BU1, BU2 and BU4;
PART B – To clarify the definition of Personal Services as it relates to health and fitness issues.
Approved Part A 6-0
Held Part B 6-0
- #34-16 Zoning amendment for large house review process**
COUNCILORS SANGIOLO, KALIS AND DANBERG proposing an amendment to Chapter 30 for a large house review ordinance requiring design review and approval of by-right single and multi-residence residential structures exceeding certain dimensional limits. [01/19/16 @ 2:35 PM]
- #169-15 Zoning amendment to require new lot standards after demolition**
ALD. SANGIOLO requesting a zoning amendment which would require any residential structures in Single Residence or Multi Residence zoning districts built after the demolition of an existing structure conform to new lot standards. [07/02/15 @ 3:20 PM]
- #109-15 Zoning amendment for inclusionary housing provisions from 15% to 20%**
HIS HONOR THE MAYOR requesting consideration of changes to the inclusionary housing provisions of the Zoning Ordinance to increase the required percentage of affordable units to 20% with the additional 5% set aside for middle income households. [04/24/15 @ 2:38 PM]
- #22-15 Zoning amendment to allow rental voucher program re: inclusionary zoning**
ALD. YATES requesting that utilization of the Massachusetts Rental Voucher Program be added as an allowable means of complying with the inclusionary zoning provision in Phase II of Zoning Reform. [01/05/15 @ 9:53 PM]
- #323-14 Zoning amendment to require front-facing front doors in residential zones**
ALD. YATES, NORTON, COTE AND SANGIOLO proposing to amend **Chapter 30** to require that the front doors of single-family homes, two-family homes and other residential structures face the street on which their lots are located. [08/25/14 @ 11:42 AM]
- #139-14 Zoning amendment to clarify rules for retaining walls**
ALD. ALBRIGHT requesting to amend **Chapter 30**, City of Newton Zoning Ordinances, to clarify rules relative to retaining walls.

- #429-13** **Zoning amendment for Congregate Living Facility parking requirements**
ALD. HESS-MAHAN requesting repeal and/or amendment of Zoning Ordinances **Section 30-1**, Definitions, 30-8(b)(2), Special Permits in Single Family Residential Districts, and 30-10(d)(4), Number of Parking Stalls, concerning “Congregate Living Facility”, as required by federal and state anti-discrimination and fair housing laws and regulations. [12/06/13 @ 9:51 AM]
- #404-13** **Request for rezoning in Newton Centre**
NATASHA STALLER et al. requesting a revision to the zoning District boundary Lines so as to transfer from Multi-Residence 1 District to a Single Residence 3 District the following properties:
Assessors’ parcels SBL nos. 61-037-0004 through 61-037-0013; 61-042-0007 through 61-042-0023; 65-019-0001; 65-019-0007 through 65-019-0012; 65-019-0014 through 65-019-0022; 65-019-0009A; 65-019-0017B and 65-019-0022A. Also requesting transfer from a Single Residence 2 District to a Single Residence 3 District SBL no. 65-019-0015A.
- #264-13** **Zoning amendment to develop residential districts for small lots**
ALD. YATES requesting that the Zoning Reform Group or its successor consider amending City of Newton Zoning Ordinances **Chapter 30** to develop additional residential districts reflecting the small lots in older sections of the City and map changes to bring the zones of more residential sections of the City into conformity with the existing land uses. [08/15/13 @ 12:28 PM]
- #129-13** **Zoning amendment for special permits for attached dwellings**
ALD. HESS-MAHAN proposing to amend and/or clarify definition and provisions for granting a special permit for “attached dwellings” in the City of Newton Zoning Ordinances, **Chapter 30-1, 30-8(b)(13) and 30-9(b)(5)**. [05/25/13 @ 5:14 PM]
- #65-13** **Zoning amendment to require special permit for major topographic changes**
ALD. YATES, FISCHMAN, KALIS requesting that **Chapter 30** be amended to require a special permit for major topographic changes.]
- #153-11** **Zoning amendment for Retail Overlay Districts around village centers**
ALD. DANBERG, ALBRIGHT, HESS-MAHAN, JOHNSON requesting that **Chapter 30** be amended by adding a new **Sec. 30-14** creating certain Retail Overlay Districts around selected village centers in order to encourage vibrant pedestrian-oriented streetscapes which would allow certain uses at street level, including but not limited to financial institutions, professional offices, and salons, by special permit only and require minimum transparency standards for street-level windows for all commercial uses within the proposed overlay districts.

#152-10 **Zoning amendment to clarify parking requirements for colleges and universities**
ALD. BAKER, FULLER, SCHNIPPER, SHAPIRO, FISCHMAN, YATES AND DANBERG
recommending discussion of possible amendments to **Section 30-19** of the City of
Newton Ordinances to clarify parking requirements applicable to colleges and
universities.

#391-09 **Zoning amendment to allow payments-in-lieu of parking spaces: special permits**
ALD. DANBERG, MANSFIELD, VANCE AND HESS-MAHAN requesting an amendment
to **§30-19** to allow payments-in-lieu of providing required off-street parking spaces
when parking spaces are waived as part of a special permit application.
[09/09/09 @ 3:53 PM]

Respectfully Submitted,

Ted Hess-Mahan, Chair



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#21-17

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swarren@newtonma.gov

January 27, 2017

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

Ladies and Gentlemen:

I am pleased to appoint Dan Brody of 15 Brewster Road, Newton Highlands as a member of the Community Preservation Committee to fill the open space vacancy. His term of office shall expire on February 1, 2020 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Very Truly Yours,

Setti D. Warren
Mayor

2017 JAN 26 PM 2:03
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NEWTON, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

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DEDICATED TO COMMUNITY EXCELLENCE

DAN BRODY

15 Brewster Road
Newton Highlands, MA 02461

WORK EXPERIENCE**Field First, LLC**

Consultant 2013 to present

Develop computerized reporting systems for ballot initiatives and legislative lobbying efforts by Raise Up Massachusetts, including successful campaigns to increase the state minimum wage and to guarantee workers the right to earn sick time on the job. Currently working to win final legislative approval to put the Fair Share Amendment on the 2018 state ballot.

Markey for Senate

Reporting Director 2013

Developed and managed reporting systems for the field organization of successful United States Senate campaign.

The Boston Museum

Vice President 2007 to 2013

Managed all administrative and planning functions for a non-profit that proposed the construction of a history museum in downtown Boston. Responsibilities included drafting development proposal, maintaining website, and managing finances and human resources.

The Keefe Company

Vice President 2002 to 2013

Senior position in urban planning and real estate development firm. Accomplishments included winning City of Boston zoning approval for a 500,000 square foot research and residential building for the Joslin Diabetes Center, and for a 55-unit condominium building in Boston's North End that was developed by the Keefe Company and its partners. Responsibilities include preparing financial analyses and environmental impact documents, and developing websites.

Kennedy School of Government, Harvard University

Assistant Dean for Financial Management and Planning 1990 to 2001

Chief financial officer for graduate school with \$100 million budget. Directed the school's ten-person Financial Office, with responsibilities for budgeting, accounting, and research grant administration. Directed the school's implementation of new Oracle accounting system. Member of the Dean's Management Group. For four years, also supervised the information technology department during a period of rapidly increasing investment in IT capacity.

Accomplishments included the following: Developed the school's first system to permit calculation of operating surplus or deficit. Identified several million dollars in unused endowment and gift funds. Developed new system of financial reporting to eliminate the confounding impact of internal transactions. Developed the financial component of the school's multi-year academic plan.

Created custom spreadsheets (some with Web and database queries) to replace paper forms used to gather information for input into Harvard's new accounting system. Created Lotus Notes "intranet" to educate Kennedy School users about the new accounting system.

Budget Bureau, Commonwealth of Massachusetts

Deputy State Budget Director 1987 to 1989

Managed development and implementation of the Commonwealth's operating and capital budgets. Wrote policy recommendations, briefing documents for the Governor, budget analyses, and communications to state agencies. Coordinated a 40-person professional staff in preparing budget recommendations for the Governor and managing state agency budget activities. Supervised approval of capital spending plans and consulting contracts. Developed policy guidelines and computer procedures for all office-wide responsibilities. In charge of office in Budget Director's absence.

Assistant State Budget Director 1987

Supervised budget analysts responsible for human services and consumer affairs agencies. Promoted to Deputy State Budget Director after four months.

Budget Analyst 1985 to 1986

Managed the budgets, totaling \$500 million, of the state's transportation, environmental, and energy agencies. Promoted to Assistant State Budget Director after fifteen months.

State Senator Lloyd Doggett, Austin, Texas

Issues Research Director, Lloyd Doggett for U.S. Senate 1984

Initiated two major themes of general election campaign: tax fairness and nuclear waste disposal. Helped formulate candidate's positions on issues, prepared briefing book, wrote speeches and press releases, talked to reporters, and reviewed scripts for TV ads.

Legislative Aide, Texas Senate 1983

Wrote legislation, bill analyses, position papers, and speeches. Worked with legislators, state officials, the press, and constituents.

Director, Senate State-Municipal Planning Study Committee 1982

Studied effects of state buildings on their surroundings. Wrote 140-page report with 22 action recommendations that were unanimously adopted by committee members and endorsed by Texas Municipal League and Austin City Council. Wrote four bills that were enacted into law.

House Study Group, Texas House of Representatives

Director 1979 to 1982

Managed a ten-person legislative research staff. Expanded participation in the group from less than half to more than four fifths of all House members.

Researcher and Editor 1977 to 1979

Wrote and edited reports on issues including taxation, highway finance, redistricting, environmental pollution, banking, education, and land use.

Freelance Writer and Photographer 1971 to 1977

Articles and photographs published in *Boston Globe*, *New York Times*, *Christian Science Monitor*, *Newsweek*, *Planning*, and other publications.

EDUCATION

University of California, Berkeley Master of City and Regional Planning, 1977

Harvard University Bachelor of Arts, honors, 1971. National Merit Scholar.

PUBLIC SERVICE

Current

Board of Directors member and Website Manager, The Newton Conservators (Newton, MA)
Board of Trustees member, Meadville Lombard Theological School (Chicago, IL)
Chair, Financial Oversight Committee, First Unitarian Society (Newton, MA)

Previous

Financial Advisor and board member, Unitarian Universalist Association (Boston, MA)
Chair, Board of Investments, First Unitarian Society (Newton, MA)
Financial consultant, Massachusetts Audubon Society (Lincoln, MA)
Board of Directors, Riverside Children's Center (Newton, MA)
Renewable Energy Resources Commission (Austin, TX)
State Human Services Center Advisory Planning Council (Austin, TX)
Advisory Committee, Greenbelt Alliance (San Francisco, CA)



SETTI D. WARREN
MAYOR

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Office of the Mayor

#23-17

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January 27, 2017

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

Ladies and Gentlemen:

I am pleased to appoint John Sisson of 45 Greenlawn Avenue, Newton as a member of the Newton Historical Commission. His term of office shall expire on February 1, 2020 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Very Truly Yours,

Setti D. Warren
Mayor

RECEIVED
NEWTON
2017 JAN 26 PM 2:03
DAVID A. JOSEPH
NEWTON, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

John Sisson

45 Greenlawn Avenue, Newton, MA 02459

SUMMARY

Accomplished professional seeks to capitalize on years of experience building profitable relationships, managing projects, and working across public, private, and nonprofit sectors. Seeking a position that will enable me to accomplish meaningful, community and economic development work every day.

SELECTED ACCOMPLISHMENTS

- Assisted expanding Boston-area technology firms and manufacturers in obtaining technical assistance, workforce training grants, and millions of dollars in municipal and state tax incentives.
- Re-launched and managed the 2013 Massachusetts Smart Growth Conference with a range of public, private, and nonprofit shareholders and volunteers.
- Founded community magazine featuring local coverage of arts, culture, and public policy.
- Co-founded community nonprofit to promote the civic and historical importance of village centers.
- Developed sales software training curriculum and delivered training to hundreds of sales representatives in three company divisions across North America.

PROFESSIONAL EXPERIENCE

Town of Dedham, Dedham, MA. July 2015 to present.

Economic Development Director. Working on behalf of Town, I coordinate commercial licensing and permitting projects across regulatory departments, provide technical assistance to businesses, advise elected officials on economic development issues and policy considerations, and collaborate with the building, engineering, and planning departments to develop long-range land use strategies and beneficial modification of the zoning bylaw.

Massachusetts Office of Business Development, Boston, MA. March 2014 to April 2015.

Greater Boston Regional Director. Worked on behalf of the Commonwealth of Massachusetts to foster job growth and private investment at existing companies and new ventures in 29 cities and towns, including Boston, Cambridge, Somerville, Waltham, and five Gateway Cities: Chelsea, Everett, Malden, Revere, and Quincy. Provided technical assistance on tax incentives and tax credit programs. Assisted firms to connect with resources in real estate site selection, financing, permitting, manufacturing, energy and water conservation, and workforce training. Assisted large and small firms, including technology startups and established manufacturers. Worked with State agencies, municipal officials, MassBIO, MassDevelopment, MassEcon, the Massachusetts Life Sciences Center, and other partners.

Massachusetts Smart Growth Alliance, Boston, MA. April 2012 to March 2014.

Operations Director. Worked with state, regional, and municipal leaders and planners to promote civic space, equitable economic development, housing options, and multimodal transportation to benefit all Massachusetts residents, companies, and municipalities. Prepared the organization for expansion as a statewide network. Launched new content management system and website. Implemented new customer relationship management (CRM) and email campaign software. Developed processes to track activity and measure outcomes. Oversaw a team of volunteers from state agencies, private firms, academic institutions and other nonprofits to launch the organization's first statewide conference.

Newton Villages, Newton, MA. 2009—2012

Director. Co-founded and directed the work of the community nonprofit modeled on Main Streets principles. Raised awareness about the city's village centers and promoted their civic, cultural, and economic benefits. Worked with merchants and residents to identify issues and opportunities. Organized beautification projects, conducted parking counts, created inventories of retail uses by village, and organized grassroots advocacy to update antiquated parking requirements. Worked as a facilitator of development discussions, promoting community values and the city's master plan. Collaborated with other local groups and encouraged the formation of neighborhood area councils and the mayor's "13 Villages, One Community" campaign.

Garden City Press, Newton, MA. 2011–2012.

Publisher. Founded and launched *Newton Living*, a glossy city magazine with a circulation of 39,000 mailed and bulk distribution, <http://issuu.com/newtonliving>. Advanced an editorial vision that promoted civic engagement, examined issues of development, celebrated local restaurants and merchants, profiled local business leaders, and honored village history. Sold advertising and developed relationships with both small merchants and larger firms. Managed content creation, design, production, and distribution of each issue.

Editorial Development, Newton, MA. 2001–2011

Consultant. Managed product development and market positioning of textbooks, trade books, educational websites and software for multiple clients, including Pearson Education, Houghton Mifflin, and McGraw-Hill. Oversaw content creation teams, deliverables, budgets, and schedules.

MEMBERSHIPS and COMMUNITY WORK**Massachusetts Alliance for Economic Development.** Watertown, MA. 2012 to 2014

Served on the Marketing and Membership Committee.

City of Newton: Joint Advisory Planning Group. 2012

Chaired the 12-member group of residents appointed by the mayor and city aldermen to deliver recommendations on whether to retain, sell, or lease a former library branch, a historic 1920s building and the surrounding property.

EDUCATION**MFA in creative writing.** University of Alabama, 1995.

Graduate teaching instructor. Teaching commendations, 1993 and 1994.

BA in English. DePauw University, 1987.

Editor of the student newspaper. Eugene C. Pulliam Journalism scholarship, 1986.