

Planning Department

Mission

To provide community-based planning that guides the future of the city while advancing efforts to preserve our historical roots, provide diverse and affordable housing options, promote a strong and resilient economy, pursue a climate friendly Newton environment, offer varied transportation options, and maintain a continued emphasis on the quality of the place that is Newton.

“Use Less and Green the Rest”

The City of Newton’s Five-Year Climate Action Plan

A Living Plan for 2020-2025



*Green Buildings:
Zervas Elementary School*



*Clean vehicles:
City Hall EV charging station.*



*Renewable Energy:
Solar array at Rumford Avenue*



The Department of Planning and Development is charged with both planning for Newton’s future state and undertaking actions today consistent with adopted policy as well as current rules and regulations. Members of the department provide professional expertise and guidance to the following boards and commissions: the Auburndale Historic District Commission, the Chestnut Hill Historic District Commission, the City Council, the Commission on Disability, the Conservation Commission, the Economic Development Commission, the Fair Housing Committee, the Farm Commission, the Newton Historic Commission, the Newtonville Historic District Commission, the Planning and Development Board, the Upper Falls Historic District Commission, the Urban Design Commission, the Zoning Board of Appeals.

The Planning Department provided staff technical expertise and guidance to help facilitate the following in 2019:

- City Council passage of an amended Inclusionary Zoning ordinance, expanding the current affordable housing requirements for developments of 7 or more units to now include an additional 2.5% set-aside for middle-income households (110% area median income), increasing to a 5% middle income requirement in January of 2021 for all project of 100 units or more.
- City Council adoption of a Five-Year Climate Action Plan.
- Preparation of all of the necessary documentation precedent to the City Council's decision to acquire Webster Woods by eminent domain.
- Provision of affordable housing funding from the City's Community Preservation Act (CPA), Community Development Block Grant (CDBG), and HOME Program to assist and leverage funding to help make possible the completion of an eight-unit all affordable housing development at 236 Auburn Street.
- Extensive support to the City Council Land Use Committee in assisting with the review of the Northland and Riverside Special Permit petitions.
- City Council adoption of the Washington Street Vision Plan.
- City Council passage of climate action related zoning amendments: one requiring energy efficiency certification for projects over 20,000 feet, and one offering

dimensional relief to homeowners undertaking certain energy efficiency improvements to their properties.

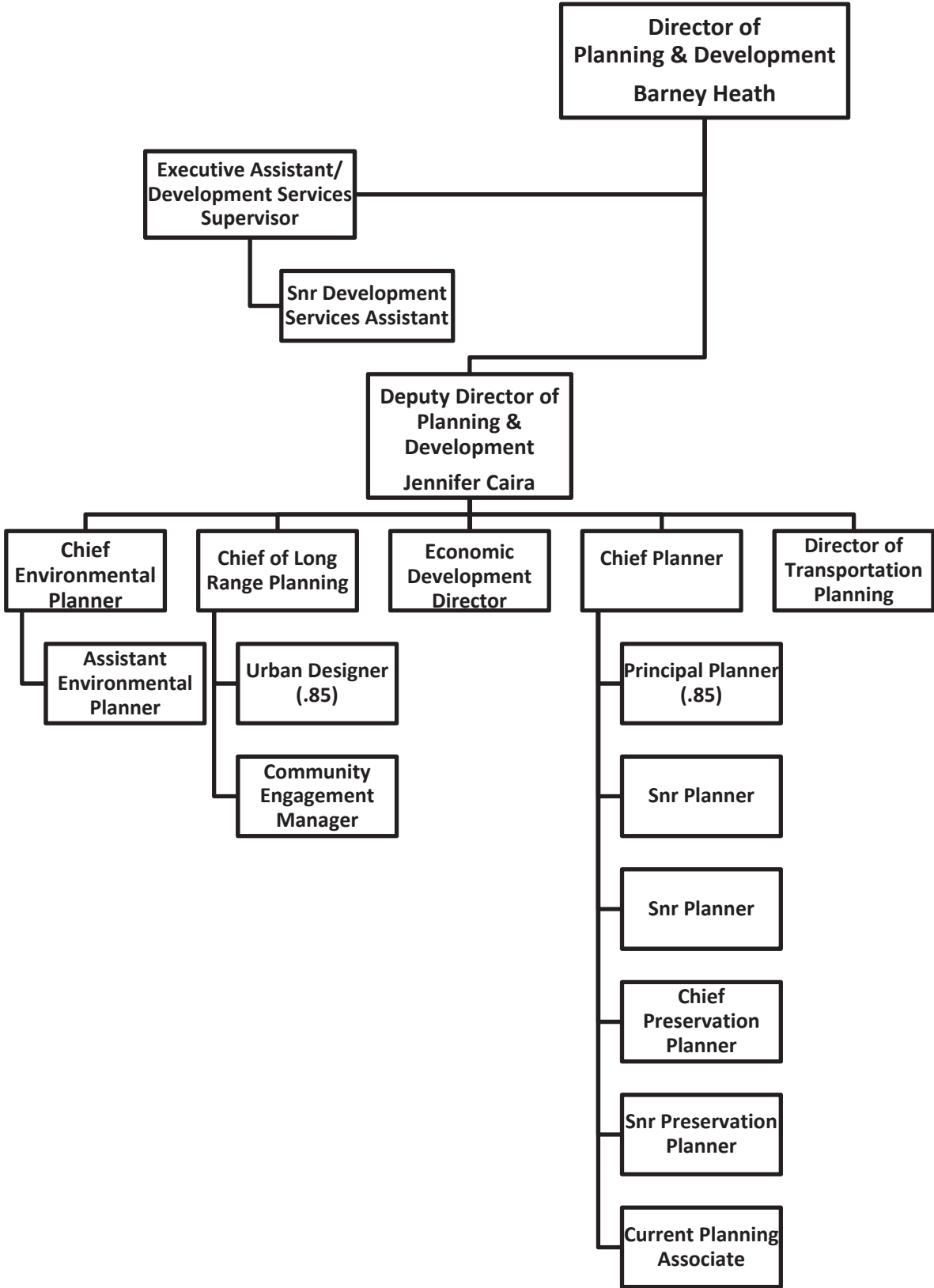
In addition to these, the Planning Department continued its mission to endeavor to provide excellent customer service to the public and professional support to the following Boards and Commissions:

- ❖ Auburndale, Chestnut Hill, Newtonville and Newton Upper Falls Historic District Commissions
- ❖ City Council
- ❖ Commission on Disability
- ❖ Conservation Commission
- ❖ Economic Development Commission
- ❖ Fair Housing Commission
- ❖ Farm Commission
- ❖ Newton Historical Commission
- ❖ Newton Housing Partnership
- ❖ Planning and Development Board
- ❖ Urban Design Commission
- ❖ Zoning Board of Appeals

Barney S. Heath

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

Planning & Development
Current and Long-Range Planning Division



Financial and Operating Highlights

Financial Highlights

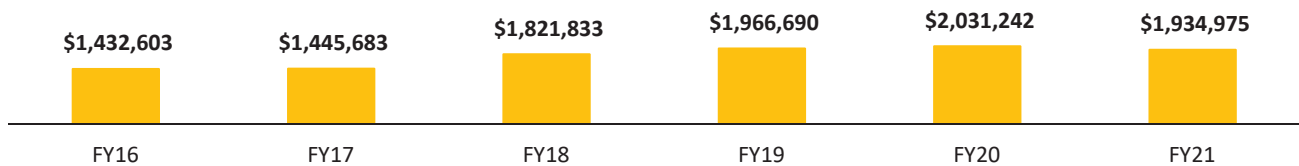
	-----Actual-----				<-Adj Budget->	<-Proposed->
	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Expenditure by Department						
Planning	\$ 1,022,267	\$ 1,114,767	\$ 1,365,445	\$ 1,522,485	\$ 1,564,108	\$ 1,464,203
Conservation	\$ 157,972	\$ 124,856	\$ 179,785	\$ 158,598	\$ 168,504	\$ 169,733
Historical	\$ 113,766	\$ 111,009	\$ 113,558	\$ 117,710	\$ 123,740	\$ 127,403
Econ Development	\$ 134,342	\$ 58,978	\$ 118,028	\$ 119,150	\$ 134,846	\$ 117,391
ZBA	\$ 4,256	\$ 36,073	\$ 45,017	\$ 48,747	\$ 40,044	\$ 56,245
Total	\$ 1,432,603	\$ 1,445,683	\$ 1,821,833	\$ 1,966,690	\$ 2,031,242	\$ 1,934,975
% Incr	39.13%	0.91%	26.02%	7.95%	3.28%	-4.74%

Personnel

Full-Time Employees	17	20	22	19	19	19*
Part-Time Employees	2	2	0	3	3	3
Total	19	22	22	22	22	22*

*Executive Admin deferred to FY2022

Total Planning Expenditures



Operating Highlights

11,750	Rides taken by Newton Seniors in Newton in Motion (NewMo) on-demand shuttle vehicles
307	Historic Reviews Undertaken
157	Development Reviews Provided
105	Zoning Reviews Provided
74	Sign Reviews Presented to the Urban Design Commission
88	Special Permits Filed
60	Complete Streets Reviews of Newton Roadways and Intersections
39	Wetlands Permits Issued
14	City Boards and Commissions Staffed
2	Vision Plans Completed
1	CDBG Funded Accessible Restroom Constructed (1st Floor City Hall)

Planning and Development

Fiscal Year 2021 Outcomes and Strategies

Outcome 1

Plan for Newton's Future

Newton has a well-deserved reputation as a great place to live because of its quality of life and its special villages and neighborhoods. Much of our work in the Planning Department is focused on

how our City can continue to retain this quality of place while at the same time pro-actively planning ahead for Newton's future. Our goal is to provide the best possible guidance to our community's leaders to achieve the community's desired outcomes for the City.

Goals for Fiscal Year 2021 include:

- Achieving substantial progress on new Zoning Ordinance rewrite.
- Implementing actions from the Newton Climate Action Plan.
- Providing technical guidance and analysis to the City Council and Zoning Board of Appeals on development proposals.

The Planning Department is positioned to implement a variety of transportation measures in the upcoming year including:

- Launching a Wells Avenue area transportation shuttle service with an eye toward citywide expansion.
- Installing five "Bluebike" share rental docking stations while continuing to expand Newton's bike infrastructure network.
- Initiating the design and engineering work to extend the Upper Falls Greenway and upgrade the Pettee Square intersection and surrounding streetscape.
- Monitoring and strongly advocating to expedite all MBTA and MASS DOT related projects benefiting Newton residents and businesses.
- Partnering with the Department of Public Works on major village traffic and streetcape improvements in West Newton Square and along Walnut Street in Newtonville.

Outcome 2

Improve Newton's Transportation Systems

Planning and Development

Fiscal Year 2021 Outcomes and Strategies

Outcome 3

Provide Opportunity for All

The Planning Department is committed to providing opportunity for all in Newton by pursuing opportunities and leveraging its grant resources, including the annual allocation set-asides from

both the federal housing and community development grant programs and the Community Preservation Act (CPA) program.

- Determining the feasibility of converting the West Newton Armory into affordable housing.
- Partnering with Newton Housing Authority (Haywood House—55 units) and 2Life Communities (Golda Meir Expansion—69 units) to enable construction on their respective affordable housing elderly developments.
- Continuing the work to retrofit park pathways, such as the “Marty Sender” path at Lyons Field, to make them accessible for persons with physical disabilities.

A principal role of the Newton Planning Department is to offer City of Newton officials, whether it be the Mayor, City Council, other departments or one of the many Boards or Commissions we staff, with our considered professional recommendations. As a team, we strive to base our recommendation on a combination of broad community input, data, and guidance taken from approved City of Newton plans and policies.

For Fiscal Year 2021, the Planning Department will endeavor to maintain a standard of excellence by:

- Availing staff of professional training opportunities to stay current on planning practices.
- Bringing “best practice” and case study examples forward to determine their applicability to Newton issues.
- Remaining open to testing and piloting strategies, whenever possible to evaluate effectiveness in advance of permanent decisions.
- Engaging with residents and businesses to receive their input.

Outcome 4

Attending to Advances in Planning Practice

FUND: 0001 - GENERAL FUND
DEPARTMENT: 114 - PLANNING DEVELOPMENT

CITY OF NEWTON BUDGET
DEPARTMENT LEGAL LEVEL OF CONTROL

	ACTUAL 2017	ACTUAL 2018	ACTUAL 2019	ORIGINAL 2020	RECOMMENDED 2021	CHANGE 2020 to 2021
PLANNING SUMMARY						
51 - PERSONAL SERVICES	1,077,972	1,381,226	1,578,291	1,675,459	1,593,060	-82,399
52 - EXPENSES	211,239	208,245	125,825	137,050	151,800	14,750
58 - DEBT AND CAPITAL	57,026	72,886	91,347	25,000	25,000	0
57 - FRINGE BENEFITS	127,973	161,666	175,860	193,733	165,115	-28,619
TOTAL DEPARTMENT	1,474,210	1,824,023	1,971,323	2,031,242	1,934,975	-96,267
CONSERVATION						
51 - PERSONAL SERVICES	65,635	104,884	130,125	139,605	141,990	2,385
52 - EXPENSES	1,164	376	728	1,700	450	-1,250
58 - DEBT AND CAPITAL	57,026	72,886	91,347	25,000	25,000	0
57 - FRINGE BENEFITS	1,030	1,639	2,109	2,198	2,293	94
TOTAL CONSERVATION	124,856	179,785	224,309	168,504	169,733	1,229
PLANNING						
51 - PERSONAL SERVICES	840,053	1,039,414	1,201,463	1,288,846	1,182,799	-106,048
52 - EXPENSES	169,434	180,944	94,546	96,200	132,200	36,000
57 - FRINGE BENEFITS	108,965	147,256	159,974	179,062	149,204	-29,858
TOTAL PLANNING	1,118,452	1,367,615	1,455,982	1,564,108	1,464,203	-99,906
ZONING BD OF APPEALS						
51 - PERSONAL SERVICES	41,556	43,106	45,214	37,794	53,224	15,430
52 - EXPENSES	3,305	1,303	2,209	2,250	2,250	0
57 - FRINGE BENEFITS	591	609	624	0	772	772
TOTAL ZONING BD OF APPEALS	45,452	45,017	48,047	40,044	56,245	16,201
ECONOMIC DEVELOPMENT						
51 - PERSONAL SERVICES	33,727	92,726	95,508	99,152	101,716	2,564
52 - EXPENSES	35,331	23,904	26,011	34,200	14,200	-20,000
57 - FRINGE BENEFITS	5,383	1,398	1,422	1,494	1,475	-20
TOTAL ECONOMIC DEVELOPMENT	74,441	118,028	122,941	134,846	117,391	-17,455
HISTORICAL						
51 - PERSONAL SERVICES	97,001	101,096	105,980	110,062	113,332	3,270
52 - EXPENSES	2,005	1,718	2,332	2,700	2,700	0
57 - FRINGE BENEFITS	12,003	10,764	11,731	10,978	11,371	393
TOTAL HISTORICAL	111,009	113,578	120,043	123,740	127,403	3,663

FUND: 0001 - GENERAL FUND
DEPARTMENT: 114 - PLANNING DEVELOPMENT

CITY OF NEWTON BUDGET
DEPARTMENTAL DETAIL

	ACTUAL FY2017	ACTUAL FY2018	ACTUAL FY2019	ORIGINAL 2020	RECOMMENDED 2021	CHANGE 2020 to 2021
114 - PLANNING						
0111471 - CONSERVATION						
PERSONAL SERVICES						
511001 FULL TIME SALARIES	65,135	104,034	129,325	138,355	140,740	2,385
514001 LONGEVITY	0	0	0	750	750	0
515005 BONUSES	0	350	300	0	0	0
515102 CLEANING ALLOWANCE	500	500	500	500	500	0
TOTAL PERSONAL SERVICES	65,635	104,884	130,125	139,605	141,990	2,385
EXPENSES						
534100 POSTAGE	936	119	142	250	250	0
534200 PRINTING	83	0	0	500	0	-500
534300 ADVERTISING/PUBLICATIO	0	0	0	750	0	-750
542000 OFFICE SUPPLIES	145	122	99	200	200	0
546000 GROUNDS MAINT SUPPLIE	0	0	487	0	0	0
573000 DUES & SUBSCRIPTIONS	0	135	0	0	0	0
TOTAL EXPENSES	1,164	376	728	1,700	450	-1,250
FRINGE BENEFITS						
57DENT DENTAL INSURANCE	0	121	225	234	234	0
57MEDA MEDICARE PAYROLL TAX	1,030	1,519	1,884	1,964	2,059	94
TOTAL FRINGE BENEFITS	1,030	1,639	2,109	2,198	2,293	94
DEBT AND CAPITAL						
584100 GROUNDS IMPROVEMENT	57,026	72,886	91,347	25,000	25,000	0
TOTAL DEBT AND CAPITAL	57,026	72,886	91,347	25,000	25,000	0
TOTAL CONSERVATION	124,856	179,785	224,309	168,504	169,733	1,229

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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	ACTUAL FY2017	ACTUAL FY2018	ACTUAL FY2019	ORIGINAL 2020	RECOMMENDED 2021	CHANGE 2020 to 2021	
0111475 - PLANNING							
PERSONAL SERVICES							
511001	FULL TIME SALARIES	774,643	966,079	1,127,067	1,077,218	1,002,927	-74,290
511101	PART TIME < 20 HRS/WK	2,648	2,210	6,850	62,529	76,397	13,867
511102	PART TIME > 20 HRS/WK	42,783	45,104	45,860	120,399	85,475	-34,925
513010	REGULAR OVERTIME	10,927	14,418	8,984	10,000	10,000	0
514001	LONGEVITY	2,167	2,133	1,398	5,300	5,000	-300
514006	EXCEPTIONAL SVS PAY	0	129	0	0	0	0
515005	BONUSES	0	2,800	2,600	0	0	0
515006	VACATION BUY BACK	3,636	2,041	4,704	0	0	0
515102	CLEANING ALLOWANCE	3,250	4,500	4,000	3,400	3,000	-400
519700	CURRENT YEAR WAGE RE	0	0	0	10,000	0	-10,000
	TOTAL PERSONAL SERVICES	840,053	1,039,414	1,201,463	1,288,846	1,182,799	-106,048
EXPENSES							
524100	SOFTWARE MAINTENANC	1,198	1,597	2,737	3,000	3,000	0
527400	RENTAL - EQUIPMENT	1,500	2,614	2,935	3,000	3,000	0
527500	RENTAL/LEASE - PROPER	0	0	240	0	20,000	20,000
530100	CONSULTANTS	117,330	143,600	50,511	50,000	70,000	20,000
530204	APPRAISAL SERVICES	23,000	0	5,000	0	0	0
530209	PUBLIC MEETING EXPENS	5,000	5,386	3,620	5,000	4,000	-1,000
531900	TRAINING EXPENSES	925	454	1,100	4,500	4,500	0
534010	TELEPHONE	516	428	470	500	500	0
534020	CELLULAR TELEPHONES	1,456	2,223	2,097	2,500	2,500	0
534100	POSTAGE	7,066	4,074	3,127	5,000	3,000	-2,000
534200	PRINTING	4,574	8,990	11,212	8,000	8,000	0
534300	ADVERTISING/PUBLICATIO	497	503	828	1,000	1,000	0
542000	OFFICE SUPPLIES	1,938	1,998	3,665	3,000	3,000	0
558500	COMPUTER SUPPLIES	489	1,087	0	450	450	0
571000	VEHICLE USE REIMBURSE	475	842	736	750	750	0
571100	IN-STATE CONFERENCES	1,553	1,340	1,100	1,500	1,500	0
571200	REFRESHMENTS/MEALS	49	0	0	0	0	0
572000	OUT-OF-STATE TRAVEL	0	3,753	3,461	5,000	5,000	0
573000	DUES & SUBSCRIPTIONS	1,869	2,055	1,707	3,000	2,000	-1,000
	TOTAL EXPENSES	169,434	180,944	94,546	96,200	132,200	36,000
FRINGE BENEFITS							
57DENT	DENTAL INSURANCE	1,317	2,811	3,121	3,264	1,866	-1,398
57HLTH	HEALTH INSURANCE	80,721	109,326	114,987	131,895	108,517	-23,378
57LIFE	BASIC LIFE INSURANCE	218	308	281	342	342	0
57MEDA	MEDICARE PAYROLL TAX	11,722	14,214	16,342	18,235	16,991	-1,244
57OPEB	OPEB CONTRIBUTION	14,987	20,599	25,242	25,326	21,488	-3,838
	TOTAL FRINGE BENEFITS	108,965	147,256	159,974	179,062	149,204	-29,858
	TOTAL PLANNING	1,118,452	1,367,615	1,455,982	1,564,108	1,464,203	-99,906

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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	ACTUAL FY2017	ACTUAL FY2018	ACTUAL FY2019	ORIGINAL 2020	RECOMMENDED 2021	CHANGE 2020 to 2021
0111476 - ZONING BD OF APPEALS						
PERSONAL SERVICES						
511001 FULL TIME SALARIES	31,476	42,756	44,914	37,294	52,224	14,930
511102 PART TIME > 20 HRS/WK	9,379	0	0	0	0	0
513010 REGULAR OVERTIME	200	0	0	0	0	0
514001 LONGEVITY	0	0	0	0	500	500
515005 BONUSES	0	350	300	0	0	0
515102 CLEANING ALLOWANCE	500	0	0	500	500	0
TOTAL PERSONAL SERVICES	41,556	43,106	45,214	37,794	53,224	15,430
EXPENSES						
534100 POSTAGE	1,000	206	654	1,000	1,000	0
534200 PRINTING	100	0	0	0	0	0
534300 ADVERTISING/PUBLICATIO	2,000	1,026	1,521	1,250	1,250	0
542000 OFFICE SUPPLIES	205	71	34	0	0	0
TOTAL EXPENSES	3,305	1,303	2,209	2,250	2,250	0
FRINGE BENEFITS						
57MEDA MEDICARE PAYROLL TAX	591	609	624	0	772	772
TOTAL FRINGE BENEFITS	591	609	624	0	772	772
TOTAL ZONING BD OF APPEALS	45,452	45,017	48,047	40,044	56,245	16,201

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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	ACTUAL FY2017	ACTUAL FY2018	ACTUAL FY2019	ORIGINAL 2020	RECOMMENDED 2021	CHANGE 2020 to 2021
0111482 - ECONOMIC DEVELOPMENT						
PERSONAL SERVICES						
511001 FULL TIME SALARIES	31,841	92,726	95,508	99,152	101,716	2,564
515006 VACATION BUY BACK	1,887	0	0	0	0	0
TOTAL PERSONAL SERVICES	33,727	92,726	95,508	99,152	101,716	2,564
EXPENSES						
530100 CONSULTANTS	5,944	15,000	11,000	20,000	0	-20,000
534100 POSTAGE	168	0	4	200	200	0
534200 PRINTING	1,050	1,218	1,500	1,000	1,000	0
534300 ADVERTISING/PUBLICATIO	805	347	1,500	1,000	1,000	0
542000 OFFICE SUPPLIES	969	914	121	500	500	0
571000 VEHICLE USE REIMBURSE	0	221	498	500	500	0
571100 IN-STATE CONFERENCES	50	225	218	500	500	0
571200 REFRESHMENTS/MEALS	0	241	0	500	500	0
572000 OUT-OF-STATE TRAVEL	0	0	1,170	0	0	0
573000 DUES & SUBSCRIPTIONS	17,689	5,739	10,000	10,000	10,000	0
579700 GRANTS	8,657	0	0	0	0	0
TOTAL EXPENSES	35,331	23,904	26,011	34,200	14,200	-20,000
FRINGE BENEFITS						
57DENT DENTAL INSURANCE	139	0	0	0	0	0
57HLTH HEALTH INSURANCE	4,032	0	0	0	0	0
57LIFE BASIC LIFE INSURANCE	5	57	57	57	0	-57
57MEDA MEDICARE PAYROLL TAX	459	1,341	1,366	1,437	1,475	38
57OPEB OPEB CONTRIBUTION	748	0	0	0	0	0
TOTAL FRINGE BENEFITS	5,383	1,398	1,422	1,494	1,475	-20
TOTAL ECONOMIC DEVELOPMENT	74,441	118,028	122,941	134,846	117,391	-17,455

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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		ACTUAL	ACTUAL	ACTUAL	ORIGINAL	RECOMMENDED	CHANGE
		FY2017	FY2018	FY2019	2020	2021	2020 to 2021
0111494 - HISTORICAL							
PERSONAL SERVICES							
511001	FULL TIME SALARIES	96,251	100,227	104,680	69,513	71,325	1,812
511101	PART TIME < 20 HRS/WK	0	0	0	39,098	40,106	1,008
514001	LONGEVITY	0	0	500	950	1,400	450
514006	EXCEPTIONAL SVS PAY	0	19	0	0	0	0
515005	BONUSES	0	350	300	0	0	0
515102	CLEANING ALLOWANCE	750	500	500	500	500	0
TOTAL PERSONAL SERVICES		97,001	101,096	105,980	110,062	113,332	3,270
EXPENSES							
531400	REGIST/RECORDING FEES	0	0	0	100	100	0
534100	POSTAGE	1,157	1,600	1,570	1,600	1,600	0
534200	PRINTING	543	79	140	120	120	0
534300	ADVERTISING/PUBLICATIO	24	0	0	80	80	0
542000	OFFICE SUPPLIES	281	39	432	300	300	0
573000	DUES & SUBSCRIPTIONS	0	0	189	500	500	0
TOTAL EXPENSES		2,005	1,718	2,332	2,700	2,700	0
FRINGE BENEFITS							
57DENT	DENTAL INSURANCE	248	216	225	234	234	0
57HLTH	HEALTH INSURANCE	7,311	5,921	6,404	6,660	6,926	266
57MEDA	MEDICARE PAYROLL TAX	1,328	1,388	1,465	1,582	1,643	61
57OPEB	OPEB CONTRIBUTION	3,116	3,239	3,637	2,502	2,568	65
TOTAL FRINGE BENEFITS		12,003	10,764	11,731	10,978	11,371	393
TOTAL HISTORICAL		111,009	113,578	120,043	123,740	127,403	3,663
TOTAL PLANNING		1,474,210	1,824,023	1,971,323	2,031,242	1,934,975	-96,267