
7 Appendix

7.1 Scope of Services required for CD Plan

<u>General Element/Topic:</u>	<u>Minimum Requirements:</u>	<u>Guidance:</u>	<u>Notes:</u>
<i>Visioning</i>	<ul style="list-style-type: none"> Assets and Liabilities Inventory Vision Statement (1-2 page) 	Must address each of 4 elements = (Housing, Economic Development, Open Space and Resource Protection, & Transportation)	Use Assabet River Visioning Info, conduct remainder of visioning “in-house” using existing staff.
<i>Open Space & Resource Protection</i>	<ul style="list-style-type: none"> <u>GIS based map showing: Location, Type & Quantity</u> of Open Space to be protected Prioritize: Environmentally critical <i>unprotected</i> open space; land critical to sustaining surface & ground water quality Environmental resources Land suitable for development 	See separate Technical Assistance bulletin Delineate areas: a) most suited for housing, economic development, industrial, transportation, community facilities b) Priorities for protection of wildlife habitat, water resources, vistas recreation	GIS map incorporates items which are used in other elements of the plan as well. It is one of the major “deliverables” required of the CD Plan and could be either developed in-house or outsourced using towns existing GIS data.
<i>(guide p F2-F7)</i>	<ul style="list-style-type: none"> Water Budget analysis 	Separate TA Bulletin	Some waivers allowed? Can we use anything from the Assabet Consortium for this? What about recent water studies?
	<ul style="list-style-type: none"> Water quality analysis 	Separate TA Bulletin	Some waivers allowed? Can we use anything from the Assabet Consortium for this? What about recent water studies?
	<ul style="list-style-type: none"> Detailed description of findings & recommendations 	Summary format	Executive Summary from Open Space plan?
<i>Housing</i>	<ul style="list-style-type: none"> Housing Inventory Housing needs report Supply & Demand 	See details on page 4 of EO418 TA Bulletin # 1 Dated 10/18/01	This piece will need to be purchased as part of our \$30,000

	<p>comparison (gap analysis)</p> <ul style="list-style-type: none"> • Housing goals and objectives statement • Housing suitability map & rationale showing: location, type, and quantity 		<p>CDP. Include in Scope of Services</p> <p>Can we use any of the data developed by consultant we hired to review the 40B projects?</p>
<i>Economic Development</i>	<ul style="list-style-type: none"> • Current and future economic profile • Economic development goals statement • Implementation strategy and economic development suitability map showing: Location, Type, & Quantity. Include discussion of rationale 	Use existing data, see p. 6	Develop this goals in-house and use consultant to assist in the summary.
<i>Transportation</i>	<ul style="list-style-type: none"> • GIS map of the regional or sub regional area that identifies transportation improvements that can be implemented within 1-5 years showing: • Location, Type & quantity – Safety, Access, Congestion, Transit, intermodal connections & environmental considerations 	See p. 7-8	Use RTA study, Rte. 85 Corridor Study, and ARRT Implementation Plan. Also note/use design plans for Main St. parts 1 (rte 62) & 2 reconstruction to show that all major routes have been addressed – and Rte 85 towards Bolton recently reconstructed
<i>Putting it all Together</i>	<ul style="list-style-type: none"> • CD Plan Narrative • Single GIS Map • Implementation Steps 		

Hudson Scope of Services

If viewing document electronically, click the below link to open .PDF version of Town of Hudson Scope of Services:

“Scope of Service Final Final”

If viewing paper copy, this file document can be obtained from:

The Office of the Executive Assistant
Town Hall
78 Main Street
Hudson, MA 01749

978-562-9963 - phone

978-568-9641 – fax

mciccolo@townofhudson.org - EMail

Sample By-Laws

If viewing document electronically, click the below links to open .PDF versions of:

“Mill Overlay”

“OSRD” = Open Space Residential Design

If viewing paper copy, these file documents can be obtained from:

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Visioning Outreach:

Distributed prior to the Public Visioning meetings held at Hudson Town Hall

PRESS RELEASE

In support of the Town's creation of a Community Development Plan, the Town of Hudson will sponsor two public visioning sessions. The Community Development Plan will guide the Town in the areas of Housing, Economic Development, Natural Resources and Open Space, and Transportation. Members of the community are invited to share their views and provide input for the plan in the following sessions: Tuesday, June 24 and Thursday, June 26 between 7:30PM and 9:30PM at the Hudson Town Hall, 2nd Floor Auditorium. For more information on the meeting, please contact Michelle Ciccolo at 978-562-9963.

The funding for the development of this plan is being provided by the following Massachusetts agencies: EOTC (Executive Office of Transportation Construction, DHCD (Department of Housing and Community Development), EOEA (Executive Office of Environmental Affairs).

Town of Hudson

78 Main Street, Hudson, MA 01749
Tel: (978) 562-9963 Fax: (978) 568-9641



You Are Cordially Invited

June 10, 2003

Re: Hudson Community Development Plan

Dear Citizen:

The Town of Hudson is in the process of creating a Community Development Plan (CDP) which will focus in depth on the areas of Housing, Economic Development, Natural Resources and Open Space, and Transportation. The CDP will be an important tool for policy planning. It will assist the Town and the Selectmen in assigning priorities to the future acquisition of open space land. It will provide guidance for any recommended changes in zoning laws and will help to identify transportation issues within the Town. Finally, the CDP will assist the Town in defining ways in which to balance economic development and housing.

Your detailed knowledge of the Town and insights are of tremendous value. We invite you to share your ideas by participating at one or both of the following public planning sessions at Town Hall on Tuesday, June 24 and Thursday, June 26 from 7:30 to 9:30 PM. Meetings will be held in the second floor auditorium.

Funding for the development of the plan has been provided in part by the following Massachusetts agencies: EOTC (Executive Office of Transportation), DHCD (Department of Housing and Community Development), and EOEA (Executive Office of Environmental Affairs).

For your information, a copy of the flier regarding the meetings is included. Please feel free to invite friends and neighbors to the meeting. Broad participation is one of the keys to the successful development of the plan.

If you have any questions or need more information, please feel free to contact me at 978-562-9963.

Sincerely,

Michelle Ciccolo
Assistant Town Administrator

Visioning Materials and Results:

The following pages are copies of actual documents distributed at two Public Visioning meetings held at Hudson Town Hall.

Also included are the summary notes and recaps from the break-out groups convened at the Visioning sessions. The notes themselves are fairly cryptic but they give the reader a sense of the type and breadth of the discussions that were held over the course of the two public meetings.

Maps of sections of Town were also distributed to inform participants and give context to the discussions. Break-out groups were formed the second evening to examine the various areas of Town with the idea that participants were to discuss opportunities for Housing, Economic Development (commercial growth), Transportation, and Natural Resources. The original maps utilized at these meetings were marked up with notes and flags and they have been retained on file in the Executive Assistant's Office.

(distributed at meeting)

Thinking about...
Housing

...in Hudson

General Questions:

- Is Hudson meeting the needs of its citizens in the area of Housing?
- If no, how could we be doing a better job of providing for Housing?
- What do we want to preserve or enhance in the area of Housing?

“S.W.O.T.” Analysis:

1. Strengths:

2. Weaknesses:

3. Opportunities:

4. Threats:

Specific Questions:

- What types of housing do we want to promote?
- What types of housing do we want to discourage?
- What areas of Town are appropriate for housing development?
- In those areas identified, what types of housing should be encouraged?

Goals and Objectives:

Develop a set of “Short-term” goals for housing production (1-2 years)

Develop a set of “Mid-term” goals for housing production (2-5 years)

Develop a set of “Long-term” goals for housing production (5-10 years)

RECAP OF COMMUNITY DEVELOPMENT PLAN VISIONING/1ST NIGHT

HOUSING

- Must have 'Plan for housing growth.' Plan will be driven by
- Solution to current sewer crisis
 - Group Systems (Lake Boone area)
 - Extension of current system to present housing stock (Including Woodrow St, Rolling Lane/River Rd areas)
 - Ability to service current buildings if rehabilitated to accommodate housing

What type of housing do we want to promote?

A. AFFORDABLE

- Housing options
 - Local Zoning By-Law could provide for "Ch40B like" provisions with resulting units added to our affordable housing stock
 - Local forgiveness of back taxes for run down structures if developed for affordable units
 - Mill/Industrial Overlay for rehab of buildings
- Assisted Living
 - Need for low density assisted living housing (per Bob Barrell, Housing Authority Director)

What type of housing do we want to discourage?

A. DENSE GROUPING OF HOUSING

- Rental housing less desirable than ownership insofar as maintenance.
- Dense grouping of affordable/low income never desirable (Project image)
- Cluster Zoning causes contention between developer and Planning Board
- Inclusionary Zoning not viable for Hudson with its in-place infrastructure

What areas of town are appropriate for housing development?

A. AREAS ALREADY CONTAINING BUILDINGS

- Rehab of current stock into multi family units could be accomplished by zoning changes
- Incentives to developers
- Community awareness program for existing Housing Rehabilitation Loans (Comm of Mass Neighborhood Improvement Program)

What type of housing should be encouraged

A. SINGLE FAMILY HOME OWNERSHIP

- Encourage Condo conversion in rehab plan
- Possible extension of historic district to encourage preservation of existing housing

Short-term goals – Develop housing plan including sewer plan, discuss zoning changes, public awareness of rehab programs

Mid-term goals – present zoning changes to town meeting, review housing plan

Long-term goals – Increase housing units in accordance with housing plan

NOTES:

The breakout group discussing the many aspects of housing growth included Joseph Peznola - Ch of ZBA, Ken Jameson- private developer of 40B projects, Robert Barrell – Housing Authority Director, Bill & Mary Akins – Woodrow St residents, Ellen Kisslinger and Wendy Hanna Cohen – Lakeside Ave residents, Jennifer Burke- Permitting Office Mgr for Town of Westford, Conrad Watson and Walter Watson – the new owners of the Thomas Taylor buildings, John Mullahy – owner of property next to Thomas Taylor building, in addition to Jeff Wood and Dottie Risser of the Steering Committee. The overwhelming consensus of the group was that a ‘Housing Plan’ was necessary. The town could utilize a number of tools to encourage adherence to the ‘Plan’ including zoning changes that affect density and rehabilitation, tax incentives to developers to rehab rundown properties and extension of the Historic District to encourage preservation of existing buildings.

(distributed at meeting)

Thinking about...

Economic Development

...in Hudson

General Questions:

- Is Hudson meeting the needs of its citizens in the area of Economic Development?
- If no, how could we be doing a better job of promoting Economic Development?
- What do we want to preserve or enhance in the area of Economic Development?

“S.W.O.T.” Analysis:

5. Strengths:

6. Weaknesses:

7. Opportunities:

8. Threats:

Specific Questions:

- What types of Commercial and Industrial Development do we want to promote?
- What types of Commercial and Industrial Development do we want to discourage?
- What areas of Town are appropriate for Commercial and Industrial development?
- In those areas identified, what types of Development should be encouraged?

Goals and Objectives:

Develop a set of “Short-term” goals for Economic Development (1-2 years)

Develop a set of “Mid-term” goals for Economic Development (2-5 years)

Develop a set of “Long-term” goals for Economic Development (5-10 years)

Community Development Plan Economic Development S.W.O.T. Analysis June 24, 2003

Strengths :

Proactive
Diverse
Intel and other “strong industries”
Town services HLP, DPW, Gov’t in general
Chamber
Geographic location

Weaknesses :

Washington Street not wide enough
Downtown not a destination or hub
Need for Parking in downtown area
Eye sores throughout town
Lack of zoning / code enforcement unregistered cars, trailers etc.
South street parking under utilized
Lack of sewer at the east end
Waste treatment capacity
Mixed zoning
Lack of leadership / vision downtown
Highway access from east end

Opportunities :

Empty buildings / lots
Cleaning up entrances to town
Better zoning and code enforcement

Threats :

Weaknesses
Perception of a failed economy due to empty or poorly maintained areas

Goals :

Short Term : Zoning and code enforcement. Cleaning up and revitalizing.

Mid Term : Review existing codes and zoning

Long Term : Image enhancement. Develop new opportunities. Reuse of existing structures.

Thinking about...

Natural Resources

...in Hudson

General Questions:

- Is Hudson adequately protecting and preserving its natural resources?
- If not, how could we be doing a better job?

“S.W.O.T.” Analysis:

9. Strengths:

10. Weaknesses:

11. Opportunities:

12. Threats:

Specific Questions:

- Which natural resources are a priority for protection?
- In what areas of Town do we want to discourage development?
- What areas of Town can appropriately be developed without causing a detrimental effect on natural resources?
- What uses of open space are appropriate?

Goals and Objectives:

Develop a set of “Short-term” goals for Natural Resource Protection (1-2 years)

Develop a set of “Mid-term” goals for Natural Resource Protection (2-5 years)

Develop a set of “Long-term” goals for Natural Resource Protection (5-10 years)

NATURAL RESOURCES AND OPEN SPACE

◆ Protection of Town Water Supplies

Change Zoning In Aquifer

-Industrial Zone – Lower Main Street

INVESTIGATE OTHER ZONING ISSUES

◆ Storm Water Management

-Brent Drive – recharge systems

-Washington Street

IDENTIFY OTHER AREAS

◆ Acquire properties in aquifer, near water supply or potential well sites

-Sauta Cornfield

-Gates Pond

-Agicultural lands in the eastern end of town - protect

IDENTIFY ADDITIONAL LANDS AND PARCELS TO ACQUIRE

◆ Improve properties surrounding wells

-Kane and Chestnut Wells land improvement through forestry programs and recreation use with trails.

◆ Improve water quality of streams, ponds and Assabet River

-Danforth Brook – continue to work with OAR

-Assabet River – ongoing

-Support of Lake Boone cleanup project (weed problem)

- Dredging of Tripps Pond to prevent eutrophication

Healthy Balance Between Development and Open Space

◆ Create links between open space/recreation with buffers from development

-Shoreline along upper Assabet between Wood Park and Chapin Road

-Land along Route 62 in western end of Town (water tower, rifle range, and old landfill)

IDENTIFY OTHER AREAS

◆ Maintenance and enhancement programs for four major entrances into town.

-Route 62 and Washington Street

-Preservation of agri land on Gospel Hill

◆ Establish adequate areas for enjoyment and recreational access of natural environment

-Urban area of Assabet River

◆ Maintain scenic and natural areas

-Danforth Brook - trails

-Apsley and Wood Park – shorelines and continual tree and flower plantings

-River behind Library – scenic area

-Tripps Pond – tree and flower plantings

IDENTIFY OTHER AREAS

Protection of the Assabet River

◆ Enhance urban areas of the river

-Add recreational opportunities, trails, scenic vista areas using suggestions from Urban River Visions Initiative

- ◆ Create linkages with quasi public, public and private property through easements

-Trails along upper Assabet

Easement over Elks Property, Yankee Rescue and other private land for greenway from Wood Park to Chapin Road

- ◆ Acquire lands for protection of the shoreline

- Jenkins Property off River Street

IDENTIFY OTHER AREAS

- ◆ Identify habitat areas for preservation

Administration

- ◆ Passage of the Community Preservation Act

Creation of a position for a conservation agent

Thinking about...

Transportation

...in Hudson

General Questions:

- Is Hudson meeting the needs of its citizens in the area of Transportation?
- If no, how could we be doing a better job of providing for Transportation?
- What do we want to preserve or enhance in the area of Transportation?

“S.W.O.T.” Analysis:

13.Strengths:

14.Weaknesses:

15.Opportunities:

16.Threats:

Specific Questions:

- What types of Transportation should we focus on providing?
- What should our priorities be in the area of Transportation?
- What areas of Town need to be targeted for improvements in Transportation?

Goals and Objectives:

Develop a set of “Short-term” goals for Transportation (1-2 years)

Develop a set of “Mid-term” goals for Transportation (2-5 years)

Develop a set of “Long-term” goals for Transportation (5-10 years)

Public Visioning Session - Thursday, June 26, 2003

SOUTHWEST SECTION

Transportation

Washington Street (congestion)

Brigham Hill area – access as a result of Washington Street congestion

Open Space

Technology Drive – plate 53-02 (20.7 acres)

Off Chapin along river – plate 62-66 (11.45 acres)

Jenkins Land – along river – plate 39-26 (10 acres)

Commercial/Industrial

Land abutting Walmart

Housing

- 1.) Stark/Maloney property – P & S with Fossile – plate 51-08 (6.6 acres) luxury homes

RECAP OF COMMUNITY DEVELOPMENT PLAN VISIONING/ 2ND NIGHT

CENTRAL SECTOR

HOUSING

New proposal for 128 units of Ch40B at High/Main Streets
Possible mill rehab for housing at 43 Broad Street
Possible mill rehab for housing at 50 Houghton Street

ECONOMIC DEVELOPMENT

Encourage specific types of commercial retail on Main Street – with infusion of residential housing downtown there would be a new opportunity for convenience store, drugstore, coffee shop, etc. This could alleviate traffic by eliminating the need to drive for some errands.

More parking for Main Street area. Better signage to lead drivers to South Street parking.

NATURAL RESOURCES

Acquire easements over private property to the Assabet River – Fossile property on Park/Brigham Street and Yankee Golden Retriever property on Chapin Road.

Develop Skate Park and parking on South St/Houghton Street

Acquire open space/parking at Larkin Lot on Houghton St

Improve land and encourage access to Assabet River – Houghton St, Mason St.

TRANSPORTATION

Consider one way traffic for Main St and South St/Vila do Porto Blvd

Shuttle bus to comuter train in Acton, Lincoln and Southborough. Bus stop at South St parking lots

Public Visioning Session – Thursday, June 26, 2003

NORTHWEST SECTION

Housing

Central Street – Arthur’s site – plate 18-93

Tower Street mills – plate 20

Open Space

Davis land – Bolton line – plate 3-01 (1 acre)

Sukis land – Central Street – plate 18-01 (40.2 acres)

Commercial

Coolidge Street corridor

Transportation

Washington Street – Rotary (congestion)

Packard and Lincoln Street intersection (dangerous)