

Action Plan for MBTA Communities

Description Area	Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.
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Section 1: Identification

Description Area	The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.
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1.1 MBTA Community Name	Manchester
1.2. Community Category	Commuter rail community
1.3. Multifamily Unit Capacity Requirement	555
1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?	No
1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?	Yes
1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries	Manchester by the Sea station
1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?	No
1.7. Please provide the name of the person filling out this form	Elizabeth Ware
1.7a. Title	Interim Town Planner
1.7b. Email Address	wareb@manchester.ma.us

1.7c. Phone Number	(978) 525-6436
1.8 Please provide the name of the municipal CEO	Greg Federspiel
1.8b Mailing address of municipal CEO	Town Hall 10 Central Street Manchester, MA 01944
1.8c Email address of municipal CEO	federspielg@manchester.ma.us
1.9. Please briefly describe other members of the core team developing the multi-family zoning district.	Task force consisting of members from the following boards and commissions: Planning Board Selectboard Historic District Commission Finance Committee Zoning Board of Appeals 2 at large members

Section 2: Housing Overview

2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?	Yes
2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.	Within the past five years the town has adopted a Housing Production Plan and a Master Plan. Both documents promote the community adopting more opportunities for diverse housing options including, but not limited to, affordable units, smaller units for those starting out in the housing market as well as seniors, who wish to downsize from their existing homes. Accessory dwelling units to existing housing stock is also being considered.
2.2. Is this municipality currently working on any other planning for housing?	Yes
2.2a. Please briefly describe the housing work underway.	The Planning Board and Selectboard are presently working on senior housing options, accessory dwelling units (ADUs)

Section 3: Preliminary Zoning Strategies

3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)	<p>a. An existing zoning district or districts that might already comply with the Section 3A Guidelines</p> <p>b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines</p> <p>e. Other zoning strategy</p>
3.1a. Please identify and briefly describe the possibly-compliant district(s), including any characteristics of existing development or transit options that make it suitable for use as this community's 3A-compliant district. Optional: Attach any supporting documents.	<p>Presently the General District, which is located in the center of town, allows the conversion of existing dwellings to 3 units/6,000 square feet by right and 4 units/6,000 by special permit.</p>
3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.	<p>District boundaries</p> <p>Use schedule</p> <p>Dimensional regulations</p> <p>Parking requirements</p>
Explanation:	<p>Conversion of existing units to multi-family units.</p>
3.1e. Please briefly explain the strategy. Optional: Attach any supporting documents that show planning work this community has already done for this strategy.	<p>At fall 2022 town meeting, warrant articles pertaining to senior housing, ADUs and other housing initiatives were available but were postponed to the spring 2023 town meeting. (see town clerk website for warrant articles)</p> <p>These documents were in response to the master plan and housing production plan recommendations to create more diverse and affordable units.</p> <p>The town has also worked with the North Shore CDC on facilitating acquisition of 29 rental units, all of which will be affordable and placed on the SHI. This template will likely continue in terms of securing more affordable units in Manchester.</p>
3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?	<p>Non-housing characteristics of importance include:</p> <p>community and historic character; walkability/complete streets; strong school systems, flood mitigation/coastal vulnerability, commercial vibrancy with consideration of upper story residential, street tree canopy/policy, municipal services, having a commercial/residential balance for taxation purposes, issues of non-conformity of lots of 75% of the properties in Manchester.</p> <p>The Planning Board is working on design standards that address massing, scale, community character and other design issues.</p>

Section 4: Action Plan Timeline

Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreachDeveloping zoning Applying DHCD's compliance model to test for density and unit capacityHolding planning board hearings Holding legislative sessions and adopt compliant zoning Submit District Compliance application to DHCD

Description Area	Task
Description Area	Start
Description Area	Finish
Short Answer	Action Plan
	Jan 03, 2023
	Jan 31, 2023
Short Answer	Public Outreach
	Jan 03, 2023
	Dec 31, 2024
Short Answer	Developing Zoning/Research
	Jan 03, 2023
	Nov 15, 2024
Short Answer	Applying DHCD Model
	Apr 15, 2023
	Sep 15, 2024
Short Answer	Holding Legislative Sessions
	Apr 01, 2024
	Nov 04, 2024
Short Answer	District Comprehensive Application
	Nov 05, 2024
	Dec 15, 2024

If there is any other feedback you would like to share about the compliance process, please use this space to provide it.

The town has challenges with the commuter rail station located in filled tide lands. Based on municipal vulnerability plans for Salem, Beverly and Manchester, it is doubtful that train lines will be running by 2070, due to the fact that train lines are in low lands and, in some locations, right up against the Atlantic Ocean.

The existing train station, located in former filled tidelands, will be the community's next marina. While the town intends to construct to resiliency standards, sea rise is a challenge.
