

Action Plan for MBTA Communities

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.

Section 1: Identification

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.

1.1 MBTA Community Name *

1.2. Community Category *

- Rapid transit community Commuter rail community

Adjacent community Adjacent small town

Community categories are listed in Appendix I of the Guidelines. For more information about the methodology that was used to determine community categories, please refer to the Definitions of each category in Section 2 of the Guidelines.

1.3. Multifamily Unit Capacity Requirement *

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Multifamily unit capacity requirements are listed in Appendix I of the Guidelines. For more information about the methodology that was used to determine capacity requirement, please see Section 5 of the Guidelines. The capacity requirement represents the number of multifamily housing units that a compliant district's zoning must accommodate. It does not represent a production requirement or expectation.

1.4. Does this municipality have any MBTA rapid transit stations within its boundaries? *

- Yes No

1.5. Does this municipality have any MBTA commuter rail stations within its boundaries? *

- Yes No

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? *

- Yes

No

Generally, stations located within 0.5 miles outside of municipal boundaries can cause developable station area to be inside of the municipal boundaries.

1.7. Please provide the name of the person filling out this form *

First Name

Last Name

1.7a. Title *

1.7b. Email Address *

1.7c. Phone Number *

1.8. Please briefly describe other members of the core team developing the multi-family zoning district. *

Boxford Planning Board
 Boxford Housing Partnership
 Merrimack Valley Planning Commission (MVPC)

(Municipal staff, planning board members, regional planning agency, private consultants, etc)

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 No

2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date. *

Boxford's Housing Production Plan (HPP) 2018-2022, prepared with assistance from MVPC, lists housing related actions (see Action Table, pages 55-57 of the HPP). In partial response to this list of action items, beginning in 2018, Boxford worked to revise the Elderly Housing District to enable the development of 66 duplex units of Elderly Housing District housing known as The Willows at Boxford. This project was approved in 2021 and is currently under construction. Boxford also approved in 2021 the construction of a new Community Center/Council on Aging building which is currently under construction. At the May 2022 Annual Town Meeting, Boxford approved CPC funds to assist seniors with home improvements needed to allow them to age in place, and also accepted the provisions Chapter 59 section 5(57) to allow seniors to reduce their real estate tax burden.

2.2. Is this municipality currently working on any other planning for housing? *

Yes No

2.2a. Please briefly describe the housing work underway. *

Update of the Housing Production Plan with assistance from MVPC

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) *

- a. An existing zoning district or districts that might already comply with the Section 3A Guidelines
- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district
- d. A new base zoning district or districts e. Other zoning strategy

3.1d. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work this community has already done for this district. *

The northern end of town includes undeveloped land adjacent to existing multi family development in the City of Haverhill. This area is close (but not within) MBTA station area in Haverhill and Lawrence, and has relatively quick access to Route 125 (South Main Street) in Haverhill.

File (optional)

Choose File Remove File No File Chosen

File uploads may not work on some mobile devices.

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district? *

The town of Boxford relies on private wells and septic for water and sewer service. There is no municipal water and sewer service available in the town.

(For example: walkability, bike lanes, street retail, bus connections, accessibility, street tree canopy, municipal services, etc)

Section 4: Action Plan Timeline

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 outreach
- Developing zoning
- Applying DHCD's compliance model to test for density and unit capacity
- Holding planning board hearings
- Holding legislative sessions and adopt compliant zoning
- Submit District Compliance application to DHCD

Task

Start

Finish

Short Answer *

Public Outreach

*

Nov 01 2022

*

Dec 31 2025

Short Answer *

Developing zoning

*

Nov 01 2022

*

May 30 2023

Short Answer *

Applying DHCD compliance model

*

Nov 01 2022

*

May 30 2023

Short Answer *

Holding hearings

*

May 30 2023

*

May 13 2025

Short Answer *

Town Meeting and adoption

*

Oct 01 2024

*

Jul 01 2025

Short Answer *

Submit district compliance to DHCD

*

Dec 01 2025

*

Dec 31 2025

Short Answer (optional)

(optional)

(optional)

Short Answer (optional)

(optional)

(optional)

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

[Save and Resume Later](#)

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