

**MEMORANDUM OF UNDERSTANDING BETWEEN
CITY OF BOSTON DEPARTMENT OF NEIGHBORHOOD DEVELOPMENT AND
HIGHLAND PARK PROJECT REVIEW COMMITTEE**

The Department of Neighborhood Development (“DND”) of the City of Boston, Massachusetts (“City”) recognizes the Highland Park Project Review Committee (“HPPRC”) as the neighborhood organization, representative entity on behalf of Highland Park residents. HPPRC was formed in 1999 to improve the quality of life of all residents in Highland Park, as stated in the Executive Summary of the report titled, *Roxbury Neighborhood Council, Highland Park Neighborhood Project Review Committee, Parcel Disposition, Findings & Recommendations: City-owned Parcels in the Highland Park Neighborhood – Phase 1*. The HPPRC is committed to being an inclusive organization that promotes outreach to all Highland Park residents.

DND and HPPRC (sometimes the “Parties”) recognize the Highland Park boundary area to be Columbus Avenue/South West Corridor to the West; Ritchie Street to the South; Washington Street to the East and Malcolm X Boulevard to the North.

DND and HPPRC agree that vacant land and buildings in the boundary area should be developed and managed in a manner so as to achieve long-term sustainability and the fulfillment of a common vision for managed growth in Highland Park.

DND and HPPRC have had a long-term collaboration, as outlined in the letter, dated May 8, 2013, from John Feuerbach, Senior Development Officer for Housing, to Donnie Dixon, Samantha Sadd, and Rodney Singleton of HPPRC, a copy of which is attached.

DND and HPPRC have further collaborated to reach agreement on a statement of Operating Principles, dated July 25, 2016, a copy of which is attached.

Acknowledging a long-term relationship and record of achievement, DND and HPPRC mutually agree as follows:

I. Guiding Principles to the Disposition of the City of Boston Parcels in Highland Park, in the Roxbury Area of Boston, Massachusetts

A. Improve the Public Domain and Urban Amenities

1. Make the building of a sustainable urban community that includes mixed income housing, green and public open space, and other community land uses a top priority:
 - Respect and understand the neighborhood context, and community input surrounding land uses, to support new mixed income housing, green and public open space, and other community uses as appropriate;
 - Identify and use mutually agreed upon standards based on commonly accepted national norms as to the percentage of land in Highland Park that should be public right of ways and the percentage of land in Highland Park that should be devoted to public open space;
 - Ensure that adequate and appropriate mixed income housing, green and open space and other community land uses exist in each of the four quadrants of Highland Park.
2. Consider the zoning and regulatory frameworks necessary to realize the community and City vision and to produce predictable desired results as to the capacity of land in Highland Park for building as it affects existing and future residents;
3. Cross utilize and share data, overlay data, maps, and other planning documents derived from all applicable City and Commonwealth of Massachusetts agencies; then use these data sources to plan strategically for Highland Park so as to achieve proper design, density, development, and sustainability.

B. Connect Regional Networks

1. DND will coordinate and work with the Boston Redevelopment Authority and City of Boston's Departments of Transportation; Public Works; Parks and Recreation; Boston Bikes; and Environment, Energy, and Open Space ("City Agencies") to achieve integrated planning, with HPPRC's help as well, within Highland Park;
 - As relevant, consultation will be made with the following other City departments or agencies: Environment; Innovation and Technology; Office of Urban Mechanics; Housing Innovation Lab ("Other City Agencies").
2. DND and the HPPRC will coordinate and work with Other City Agencies to plan for, advocate for, and promote:
 - (a) alternative modes of transport, including pedestrian walkways and bicycle paths that reduce air pollution and promote public health;

(b) the elimination of transient and commuter short cuts used by motor vehicles throughout Highland Park, with Valentine and Fulda Streets serving as prominent examples, that degrade the environment and impair the safety of its residents;


(c) revisiting conclusions and transportation proposals included in the Highland Park Transportation Study Final Report (dated April 2009 -prepared by Howard/Stein-Hudson Associates, Inc.) to determine what, if any elements should be implemented, and what other elements not included in the plan should be considered.

C. Equitable Neighborhood Development

1. Efforts will be made to employ and achieve state-of-the-art energy-efficiency in new development and structures built upon City parcels:
 - Make Highland Park a showcase for (1) energy efficient housing (sometimes called "passive housing"), which shall be a baseline for the above new development and structures on City parcels, and (2) for energy positive (E+) housing, which shall be implemented on all sites for which E+ housing is suitable;
 - Achieve the level of energy efficiency seen in recent developments in Highland Park that have been completed or are in the design phase;
2. Examine existing housing occupancy in Highland Park so as to achieve a proper balance of affordable and market rate housing units. As a guiding principle, the DND and HPPRC partnership will promote a balance of 1/3 moderate income (at/below 80% area median income), 1/3 middle income (at/below 100% area median income) and 1/3 market rate housing in the total built environment. As provided in the Roxbury Strategic Master Plan (2004) (Page 78), no difference should exist in the appearance between subsidized and market rate units;
3. Consider the impact of the development and future development of privately owned parcels in the development of City parcels in Highland Park;
4. Study and reduce adverse development impacts upon abutting property owners;
5. Give priority to residential developments that will be owner occupied and propose incentive models to encourage home ownership as opposed to rental units of housing.

This Agreement is intended to be effective upon signing and will remain in effect until terminated or modified by written agreement of the parties. As part of this signing, the current moratorium involving City land will be lifted.

Department of Neighborhood Development

By:  _____

Sheila Dillon, Chief and Director

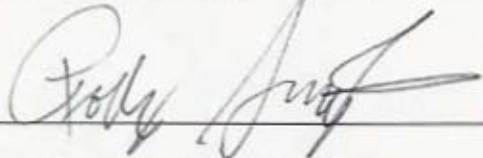
Date: 7-25-16

Highland Park Project Review Committee

By:  _____

Jon Ellertson, Co-Chair

Date: 7-25-16

By:  _____

Rodney Singleton, Co-Chair

Date: 25 July 2016

ATTACHMENT 1
LIST OF CITY OWNED PARCELS

COB PARCELS

MAPID	PARCELID	TYPE	ADDRESS	ZIPCODE	AREA
	1 0903261000	LAND	120122 ROXBURY	02119	2941
	2 1100041000	LAND	ANITA	02119	904
	3 1100040000	LAND	ANITA	02119	985
	4 0903265000	LAND	PUTNAM	02119	3708
	5 0903264000	LAND	PUTNAM	02119	3715
	6 0903525000	LAND	20 CENTRE	02119	6381
	7 0903215010	LAND	DUDLEY	02119	6713
	8 0903462000	LAND	66 CENTRE	02119	6821
	9 0903203000	LAND	KENILWORTH	02119	719
	10 0903210000	LAND	34 KENILWORTH	02119	7058
	11 0903460000	LAND	LINWOOD	02119	4368
	12 0903459000	LAND	45 LINWOOD	02119	1570
	13 0903458000	LAND	43 LINWOOD	02119	1588
	14 0903457000	LAND	41 LINWOOD	02119	1522
	15 0903175000	LAND	BONELL	02119	1548
	16 0903169000	LAND	ARCHER	02119	4304
	17 0903174000	LAND	7 BONELL	02119	1009
	18 0903173000	LAND	5 BONELL	02119	1152
	19 0903642000	BUILDING	MILLMONT	02119	2931
	20 0903172000	LAND	3 BONELL	02119	1238
	21 0903168000	LAND	WASHINGTON	02119	3887
	22 0903171000	LAND	1 BONELL	02119	1094
	23 0903597004	LAND	25 LAMBERT	02119	1814
	24 0903597006	LAND	25 LAMBERT	02119	1814
	25 0903597002	LAND	25 LAMBERT	02119	1814
	26 1100110000	LAND	CEDAR	02119	7478
	27 1100722000	LAND	107 109 CENTRE	02119	6062
	28 1100109000	LAND	CEDAR	02119	7693
	29 1100113000	LAND	CEDAR	02119	3986
	30 1100730000	LAND	131 CENTRE	02119	2003
	31 1100731000	LAND	133 CENTRE	02119	1979
	32 1100696000	LAND	112 CEDAR	02119	4667
	33 1100138000	LAND	LAMBERT	02119	8762
	34 1100742000	LAND	7 NEW HEATH	02119	1959
	35 1100741000	LAND	5 NEW HEATH	02119	2254
	36 0903741000	LAND	2 4 THORNTON	02119	3017
	37 1100500001	LAND	66 FORT	02119	7907
	38 1100500000	LAND	72 FORT	02119	7162
	39 0903769000	LAND	1 JUNIPER	02119	1220
	40 0903770000	LAND	2613 WASHINGTON	02119	1275
	41 0903768000	LAND	2 JUNIPER	02119	1312
	42 0903767000	LAND	3 JUNIPER	02119	1256
	43 1100511000	LAND	BEECH GLEN	02119	4693
	44 1100170002	LAND	156 158 HIGHLAND	02119	4364

45	1100170001	LAND	160 HIGHLAND	02119	4862
46	1100573000	LAND	125 125R MARCELLA	02119	3267
47	1100572000	LAND	123 MARCELLA	02119	2694
48	1100852000	LAND	305 HIGHLAND	02119	673
49	1100813000	LAND	120 MARCELLA	02119	2630
50	1100571000	LAND	121 MARCELLA	02119	2972
51	1100814000	LAND	118 MARCELLA	02119	1895
52	1100816000	LAND	114 MARCELLA	02119	2189
53	1100817000	LAND	112 MARCELLA	02119	1908
54	1100818000	LAND	110 MARCELLA	02119	1716
55	1100819000	LAND	108 MARCELLA	02119	1615
56	1100846000	LAND	287 HIGHLAND	02119	4023
57	1100845000	LAND	283 HIGHLAND	02119	1753
58	1100844000	LAND	281 281A HIGHLAND	02119	1715
59	1100537000	LAND	THWING	02119	8358
60	1100843000	LAND	279 HIGHLAND	02119	1736
61	1100842000	LAND	277 HIGHLAND	02119	1711
62	1100841000	LAND	275 HIGHLAND	02119	1693
63	1100840000	LAND	273 HIGHLAND	02119	3554
64	0903782000	LAND	WASHINGTON	02119	209
65	1100829000	LAND	88 MARCELLA	02119	2005
66	1100830000	LAND	86 MARCELLA	02119	1430
67	1100198000	LAND	93 HAWTHORNE	02119	5409
68	0903783000	LAND	2681 2683 WASHINGTON	02119	4958
69	1100836000	LAND	259 HIGHLAND	02119	972
70	1100831000	LAND	84 MARCELLA	02119	1332
71	1100835000	LAND	257 HIGHLAND	02119	858
72	1100834000	LAND	255 HIGHLAND	02119	661
73	1100536000	LAND	THWING	02119	6700
74	1100559000	LAND	75 MARCELLA	02119	3914
75	1100194000	LAND	95 R THORNTON	02119	31959
76	1100558000	LAND	237 HIGHLAND	02119	4142
77	1100482000	LAND	184 HIGHLAND	02119	40447
78	1100486000	LAND	17 FULDA	02119	4244
79	1100231000	LAND	2751 WASHINGTON	02119	5557
80	1100433000	LAND	78 FULDA	02119	1231
81	1100435000	LAND	FULDA	02119	1851
82	1100448000	LAND	VALENTINE	02119	2177
83	1100434000	LAND	76 FULDA	02119	1291
84	1100436000	LAND	35 VALENTINE	02119	1250
85	1100449000	LAND	26 FULDA	02119	2476
86	1100434001	LAND	74 FULDA	02119	1255
87	1100462000	LAND	THORNTON	02119	10482
88	1100437000	LAND	33 VALENTINE	02119	1172
89	1100447000	LAND	28 VALENTINE	02119	756
90	1100446000	LAND	26 VALENTINE	02119	675
91	1100438000	LAND	31 VALENTINE	02119	1191

92	1100250000	LAND	136 THORNTON	02119	6494
93	1100445000	LAND	24 VALENTINE	02119	932
94	1100439000	LAND	29 VALENTINE	02119	1201
95	1100467000	LAND	22 VALENTINE	02119	1445
96	1100440000	LAND	27 VALENTINE	02119	1212
97	1100466000	LAND	20 VALENTINE	02119	1779
98	1100416000	LAND	VALE	02119	5652
99	1100441000	LAND	25 VALENTINE	02119	1222
100	1100463000	LAND	151 THORNTON	02119	1122
101	1100442000	LAND	23 VALENTINE	02119	1227
102	1100464000	LAND	153 THORNTON	02119	1002
103	1100248000	LAND	144 THORNTON	02119	3387
104	1100465000	LAND	155 THORNTON	02119	1038
105	1100443000	LAND	21 VALENTINE	02119	1232
106	1100247000	LAND	146 THORNTON	02119	5145
107	1100236000	LAND	2775 2775B WASHINGTON	02119	4099
108	1100444000	LAND	19 VALENTINE	02119	1277
109	1100237000	LAND	2777 2777R WASHINGTON	02119	5559
110	1100414000	LAND	THORNTON	02119	3016
111	1100243000	LAND	6 VALENTINE	02119	2260
112	1100242000	LAND	4 VALENTINE	02119	2320
113	1100412000	LAND	16 18 VALE	02119	3746
114	1100413000	LAND	12 VALE	02119	3259
115	1100376000	LAND	180 THORNTON	02119	2091
116	1100370000	LAND	7 9HF MARCELIA	02119	1602
117	1100365000	LAND	2833 WASHINGTON	02119	1655
118	1100367000	LAND	2841 2845 WASHINGTON	02119	4637

ATTACHMENT 2

LAND USE DISCUSSION SUMMARIES

The following comments represent shared memories from previous discussions for the potential use and disposition of City owned parcels

Preliminary Framework of City of Boston Owned Land in Highland Park

[Previously called: DND Land in Highland Park; MEMO on Land Use and Timing; September 23, 2013]

Examples of City of Boston Owned Lots in Highland Park

LARGE SITES: Varied and multiple uses: sustainable development, community green, open, garden space.

- **Marcella & Highland Street:**
 - USE- Sustainable **Energy+** development
 - **Thornton Street- 95 R:**
 - USE- Urban Farming/gardening
 - **Valentine Street (abutting Walsh Site):**
 - USE- Transportation improvements & open space
 - **184 Highland/Hawthorn/Ellis:**
 - USE- Open Space
 - **Corner Thornton/Valentine/Washington (lost through adverse possession):**
- SMALL SITES: Promote owner **occupied** housing, possible open space, Yard Sale opportunities. Ownership housing sites can be combined as "Middle Income Housing Initiative" ("MIHI")
- **93 Hawthorn Street; Centre and New Heath, Merton Streets; Lambert Ave (11/00138000, behind 73-77 Cedar Street); 12-18 Vale Street; 16-18 Fulda Street:**
 - USE- Owner **Occupied** Housing/MIHI
 - **112 Cedar Street:**
 - USE- Owner Housing/Mix of Open Space & Yard Sale

OPEN SPACE/"WILD"/YARD SALE-

- **107-109 Centre Street (corner of Cedar Street):**
 - USE- Yard Sale

- **Cedar St/Linwood Rear (11/00090001, 00109000, 00110000):**
 - USE- Open Space/Gardening- coordinate with abutters & Cooper Center

- **66 Fort Avenue**
 - USE- Open Space

- **Thwing Street (11/00535000); Rear/end of Thwing Street (11/00537000; included in Marcella/Highland site planning):**
 - USE- Open/"Wild"

COMMERCIAL/BUSINESS-

Archer Terrace/Bonner/Washington (near Bartlett- 7 small contiguous parcels):

- USE- Commercial & Retail Support

ATTACHMENT 3

Letter, dated May 8, 2013, from John Feuerbach, Senior Development Officer for Housing, to Donnie Dixon, Samantha Sadd, and Rodney Singleton of HPPRC



DEPARTMENT OF NEIGHBORHOOD DEVELOPMENT

THOMAS M. MENINO, MAYOR
SHEILA A. DILLON, CHIEF AND DIRECTOR

May 8, 2013

Donnie Dixon
Samantha Sadd
Rodney Singleton
Highland Park Project Review Committee
9 Fulda Street
Roxbury, MA 02119

Dear Donnie, Sam and Rodney:

I am writing in response to your April 8, 2013 letter where you outline a number of issues that the PRC wants DND to address as part of the Highland Park public land disposition process. As you know, we have collaborated with the PRC going back to 1998- we have a track record of establishing mutually agreed to criteria that led to successful large and "owner builder" developments under the "Home Again" program, preservation of green and open space, and most recently, 2 developments under the "Energy Positive" program. With our progressive history of working together, I believe that we can and will continue our strong partnership and create other transformative improvements on city-owned land in Highland Park. We look forward to meeting with you and the PRC and await response from you on a best time.

In response to your letter points, please see the following:

- 1) Development Moratorium- We have honored your request to halt development site meetings, RFPs and conveyances in Highland Park since the request was brought to our attention in your October 12, 2012 letter. Since that time we have had discussions about important issues – promoting a mix of sustainable, "green" development with community green and open space, and "community benefits"- but we have halted meetings on Marcella and Highland Streets that were started in summer 2012, and have not held a meeting on Valentine, Thornton and Vale.
- 2) Open/Green Space on Rockledge, Logan and Thwing Parcels- As I indicated in October 2012, 3 Rockledge parcels and Logan Street were conveyed by DND to the Conservation Commission for open/green space purposes in 2010 (see attached letter). This action meets the PRC, and residents, desire for open and green space in perpetuity. Furthermore, while the 2 Thwing Street parcels remain in DND's inventory, we have included 1 (11/00537000- 8,400 sq. ft.) as open/green space as part of the Marcella & Highland Streets "sustainable" development planning begun in 2012 with the PRC. The 2nd (11/00536000- 6,965 sq. ft.) is unbuildable due to rock and slope, and DND can work with the PRC to determine a future action course.



- 3) 184 Highland and 95 Thornton- 95 Thornton and 184 Highland remain "open" and to be discussed with the PRC. We would like to discuss and identify uses for these sites that integrate best practices of green/open space, sustainable development and community uses. We believe a blend of uses, worked out with the PRC and community, would be compelling.
- 4) Abutters in Development Planning- We pledge to redouble our efforts to engage abutters in development planning, working with the PRC on targeted mailings, fliers and other communication.
- 5) Community Benefits Framework- We agree that a focused discussion on a community benefits framework would be helpful. At the same time, the current economic climate, with reduced public funding available for housing, and high building costs creating tight margins for developers, compels us to be sensitive to increasing costs. But we can discuss this with you. Also, we understand and are familiar with the 1/3, 1/3, 1/3 income mix scenario that you outline- we had success using this framework in the 1990's and early 2000's. The challenge now is with dramatic public funding cutbacks, can we achieve the deep income mix that we were able to years ago. We can explore this with the PRC.

As outlined in your letter, we appreciate your offer to meet on the above issues. We are open to meeting in a small group setting or at the next PRC meeting. We too feel the presence of Peter Lee and recognize his contributions, and pledge to convene in good faith to fulfill our shared vision.

Please call me to coordinate a best time to meet. I can be reached at 617-635-0353 or at jfeuerbach@dnd@cityofboston.gov.

Sincerely,



John Feuerbach
Senior Development Officer for Housing

CC: Sheila Dillon, DND
Theresa Gallagher, DND
John Dalzell, BRA

ATTACHMENT 4

OPERATING PRINCIPLES, dated July 25, 2016

OPERATING PRINCIPLES

Highland Park Project Review Committee and Department of Neighborhood
Development of the City of Boston, Massachusetts
July 25, 2016

A. General Principles

1. The Highland Park Project Review Committee ("HPPRC") and the Department of Neighborhood Development of the City of Boston, Massachusetts ("DND") ("Parties") will work together in good faith and with transparency and openness to identify and discuss appropriate and beneficial uses of City owned parcels of property, and they will work in partnership to achieve desired outcomes.
2. In view of transparency and openness, DND will first consult and clear with HPPRC before taking unilateral action with respect to the disposition of City property or making public statements about such dispositions or the items covered by this agreement.
3. The Parties will discuss and agree on Design Guidelines, Development Objectives and Evaluation Criteria for Request for Proposals (RFPs) that reflect and respect the Memorandum of Understanding between HPPRC and DND, dated July 25, 2016 ("MOU") and the community's and DND's vision for each site. These guidelines, objectives, and criteria shall specify the weight to be given to them.
4. The Parties will assess and evaluate all City properties in Highland Park in a coordinated and comprehensive manner, which includes the use of agreed upon criteria, guidelines, and operating principles to determine appropriate use and action and the guiding principles set forth in the MOU.
5. The Parties will work together and coordinate all actions regarding land disposition in consensus, including planning community meetings, drafting and releasing Request for Proposals, application review, and developer selection.
6. The DND will make available within a reasonable period of time all information, data, maps and other resources reasonably requested to assist in neighborhood planning.

7. The Parties agree to vet through the HPPRC, or representatives of the HPPRC, and come to consensus, either via the monthly or special meeting, all actions regarding community meetings, Request for Proposals, developer and land designations and other matters that involve City properties.
8. DND and HPPRC pledge to work in the spirit and practice of equal partnership on the development of City owned property in the Highland Park catchment to the extent allowable by law.
9. DND and HPPRC will employ diligent efforts to notify residents and property abutters of all community meetings and DND activities involving City properties, to ensure maximum resident awareness and participation. The Parties note that the disposition of City owned land is subject to the requirements of Massachusetts General Law Chapter 30B.
10. The Parties will work to establish a framework in the development of RFPs that presents a vision for sustainable growth and other important development objectives in Highland Park.
11. The Parties recognize the importance of promoting "community benefits" in all development RFPs. We will work together in a small working group, and in site specific meetings as appropriate, to establish community benefit guidelines for RFPs. Respondents to RFPs will be aware of important community benefits, and will be requested to contribute to, or assist the community in addressing, various benefit elements.
12. The Parties will adhere to their joint vision for development of the Highland Park neighborhood to the extent possible, including consideration of a variety of uses on parcels, including housing, open and green space, community gardens, and other uses.
13. To build on the success of the Highland/Fulda/Marcella Energy plus (E+) pilot and the use of state-of-the-art technology, special efforts will be made to target, identify, promote, and achieve sustainable, green and Energy plus development on all suitable sites.

B. Community Meetings

1. Once a site use has been agreed to by HPPRC and DND, the Parties will work together to identify the best date and location for a community meeting. DND will take the lead while working with a PRC contact.

2. Prior to community meetings, the Parties will work together to define the meeting approach and objective. Meetings will be advertised as HPPRC and DND sponsored community meetings.
 - DND will coordinate mailings and outreach with the HPPRC.
 - DND will issue a standard Department mailing and will draft a suitable notice to send to HPPRC for email circulation.
 - DND and HPPRC will co-moderate meetings to discuss and establish RFP design and development guidelines and community/City objectives to include in the RFP.
 - DND and HPPRC will meet as needed to review comments and objectives stated at the meeting prior to drafting RFPs. The Parties will discuss and agree on the evaluation criteria and application scoring to be included in the RFP and that will be used as a guide when reviewing applications.
 - DND will circulate minutes of all meetings to the HPPRC and will ultimately post the minutes and relevant meeting material, such as the PowerPoint presentation, to the DND's CoUrbanize web link for the development site so that the public can view and comment as needed.

C. RFP Drafting and RFP Release

1. For each site, which may include multiple parcels of City land, DND will draft a boilerplate RFP incorporating comments from the Community Meetings and circulate relevant portions to the HPPRC subcommittee for review.
 - The RFP will be issued after coordinating with the HPPRC subcommittee and providing the HPPRC subcommittee with an opportunity to comment on relevant aspects of the RFP, including development, design and evaluation criteria.

D. RFP Review

1. RFP applications will be reviewed by DND to determine that basic Eligibility Criteria is met. Applications meeting RFP Eligibility will be posted on DND's CoUrbanize web link for the site.
 - A community meeting will be held so that Eligible Applicants can present their team and plan for the site.
 - DND will extend a two-week RFP application public comment period as needed.
 - The DND application review team will include one or more but not more than two representatives of the HPPRC subcommittee. A

meeting will be arranged for a team review of applications against Evaluation Criteria, including community comments, to determine the preferred developer.

E. Developer Selection

DND will recommend Developer Designations to the Public Facilities Commission based on DND and HPPRC representative review of all eligible applications against RFP Evaluation Criteria, factoring in comments at the community meeting and the comment period. DND's recommendation will be based on the Parties' team recommendation and will include the top rated applicant based on review against all RFP Evaluation Criteria.

Department of Neighborhood Development

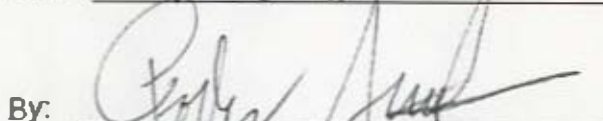
By: 
Sheila Dillon, Chief and Director

Date: 7-25-16

Highland Park Project Review Committee

By: 
Jon Ellertson, Co-Chair

Date: 7-25-16

By: 
Rodney Singleton, Co-Chair

Date: 25 July 2016