

To: Tim Czerwienski,
Director of Planning & Community Development,
Town of Milton, Massachusetts

Date: March 13, 2023

From: W. Marcos Gonzalez, BSC Group

Proj. No. 61173.00

Re: General Land Area Minimum Calculation: Town of Milton, MA

cc: Heather Gould, BSC Group

Introduction

The technical process for the General Land Area Minimum (GLAM) follows the exact documentation as prescribed by DHCD:

<https://www.mass.gov/service-details/guidelines-for-calculating-general-land-area-minimum>

Step 1. Identify SHI Sites

As a first step, BSC created a spreadsheet detailing Milton's subsidized housing inventory (SHI) developments from the Massachusetts Department of Housing and Community Development (DHCD). It is important to note that proposed SHI developments that have submitted a Comprehensive Permit application to the Town and are in the process of being approved have been included in this calculation. Using the list from DHCD and current SHI applications, BSC created an enhanced SHI list with the following attributes:

- **DHCD_ID:** Unique DHCD ID for each approved SHI development. (Note that SHI applicants do not currently have a unique DHCD ID.)
- **ProjName:** Project Name. (Note that not all developments may have a project name.)
- **Address:** Address of development except for Group Homes. (This information is confidential.)
- **SHI_Units:** The total number of approved subsidized housing units for each development.
- **Tenure:** Rental or ownership.

Appendix 1 contains details about the additional SHI developments in the approval process that have been incorporated into the enhanced SHI list for this GLAM analysis.

The enhanced spreadsheet was sent to the Town of Milton to disaggregate developments with multiple parcels. Each row in the spreadsheet is associated with one parcel. The spreadsheet is named *GLAM_Milton_SHI_Sites_GIS.xlsx*. A copy of this spreadsheet has been included in the submitted electronic data set.

In addition to disaggregating scattered sites by parcel, missing information was added in collaboration with the Town:

- **NumParcels:** The total number of parcels associated with each development.
- **TotUnits:** The total number of units in each development.
- **LotUnits:** The total number of units on each parcel.
- **LOC_ID:** Uniquely identifies a tax parcel polygon. This ID will be used to join the table to the Level 3 parcels shapefile.

BSC Group sourced the most up-to-date Level 3 Parcel data and computer assisted mass appraisal (CAMA) spreadsheet from MassGIS at the following link:

<https://www.mass.gov/info-details/massgis-data-property-tax-parcels#downloads->

The parcels were joined to the CAMA spreadsheet called *M189ASSESS.xlsx* based on the “**LOC_ID**” field in the shapefile and the “**LOC_ID**” field in the spreadsheet. The parcels were exported into the Milton GLAM geodatabase as **GLAM_Milton_Parcels.shp**.

For rows in the spreadsheet that had missing information, we verified with the Town any assumptions or suggestions for confirmation. BSC Group worked directly with the Town to ensure that the spreadsheet of SHI Sites was up-to-date and complete, per DHCD guidelines. Once the spreadsheet of SHI sites was finalized, the spreadsheet was formatted for GIS use and renamed *GLAM_Milton_SHI_Sites_GIS_20230222.xlsx*.

In this spreadsheet, two group homes were excluded since their locations are confidential and did not have an LOC ID associated with them.

Enhanced SHI List

A total of 11 SHI developments with current Comprehensive Permit applications were analyzed as part of this GLAM calculation process. Five (5) sites were added to the original DHCD SHI list to create an enhanced SHI list for analysis – these did not have DHCD numbers assigned to them and are referenced via parcel LOC ID numbers. An additional six (6) developments – with current DHCD numbers assigned to them – were also included in the enhanced SHI list. Submitted site plans for each of the 11 SHI developments were used to determine the areas directly associated with the SHI units at each site.

Appendix 1 contains the site plans layered on top of the SHI parcels (aerial view) for reference. The following are the 11 additional SHI developments:

Parcel LOC ID/ DHCD #	Address	Appendix 1 Figure
DHCD#: 10770	936 Brush Hill Road	Figure A
DHCD#: 10658	582 Blue Hill Ave	Figure B
DHCD#: 10769	16 Amor Road	Figure C
DHCD#: 10657	485-487 Blue Hills Parkway "The Ice House"	Figure D
DHCD#: 10767	648-652 Canton Ave	Figure E.1
F_769700_2916497	600 Canton Ave "Winter Valley Phase 3"	Figure E.2
F_772511_2914387	711 Randolph Ave	Figure F
F_773078_2914030	728 Randolph Ave	Figure G
DHCD#: 10766	19-21, 25 Bassett St & 24, 410 Franklin St "E Milton Residences"	Figure H
F_767459_2913557	165 Governor Stoughton Ln	Figure I
F_771523_2923599	131 Eliot Street	Figure J

Some parcels included multiple SHI developments/buildings:

- Parcel LOC ID: F_769700_2916497 (WINTER VALLEY Phases 1-3)
 - DHCD ID#: 2010 & 2011
 - Address: 600 Canton Ave.
 - Total SHI units: 197

Some SHI developments included multiple parcels:

- Parcel LOC ID: F_758853_2908594/ F_759433_2907637
(Fuller Village Phases 1-2)
 - DHCD ID#: 8719
 - Address: 1372 Brush Hill Rd
 - Number of Parcels: 2
 - Total SHI units: 82
- Parcel LOC ID: F_763537_2914944/ F_763751_2914901
 - DHCD ID#: 10658
 - Address: 582 Blue Hill Ave.
 - Number of Parcels: 2
 - Total SHI units: 21
- Parcel LOC ID: F_772511_2914387/ F_772308_2914659
 - DHCD ID#: NA
 - Address: 711 Randolph Ave
 - Number of Parcels: 2
 - Total SHI units: 24
- Parcel LOC ID: F_780527_2919734/ F_780543_2919598/ F_780586_2919729/ F_780454_2919718
(East Milton Residences)
 - DHCD ID#: NA
 - Address: 25 Bassett Street
 - Number of Parcels: 4
 - Total SHI units: 23
- Parcel LOC IDs: F_768995_2916261 / F_769299_2915838
 - DHCD ID#: NA
 - Address: 648 Canton Ave
 - Number of Parcels: 2
 - Total SHI units: 29

The SHI list spreadsheet was joined to a copy of **GLAM_Milton_Parcels.shp** based on the **LOC_ID** field and only matching records were saved, and duplicate records were dissolved. The file was then exported as **GLAM_Milton_SHI_Sites.shp**. In total, the new shapefile consists of 32 parcels. BSC created a field attribute to calculate the total acreage for the parcels using the Calculate Geometry tool.

Step 2. Calculate the Total Land Area in Milton Municipal Boundary

Total Acreage

BSC calculated the total land area for Milton following the method outlined by DHCD. Using the Level 3 Parcel data from MassGIS, the parcels were dissolved in ArcMap to create a municipal boundary. The shapefile was then exported to the Milton geodatabase into a feature class called **GLAM_Milton_Dissolve.shp**. A field attribute was created to calculate the total acreage for Milton using the Calculate Geometry tool.

The total acreage for the Town of Milton is **8,516 acres** (Figure 1). This includes areas that must be excluded from the GLAM calculation.

Water Bodies

Next, BSC calculated areas for exclusion. For water bodies, per DHCD guidelines, BSC used MassGIS' MassDEP Hydrography (1:25,000) layer. We used the definition query "POLY_CODE IN (1, 6, 8)" to limit the polygons to reservoirs, oceans, ponds, lakes, bay, and wide rivers. Then we clipped the shapefile to the Milton boundary and created a field attribute to calculate the acreage of each water polygon within Milton. The resulting shapefile is called **GLAM_Milton_Water.shp** (Figure 2).

Previously Registered Inland Wetlands

The DHCD guidelines state that for towns and cities with Previously Registered Inland Wetlands, the boundaries must be included for exclusion. However, according to the Department of Environmental Protection, Milton is not listed as one of the communities that has registered wetlands:

<https://www.mass.gov/files/documents/2018/04/17/registered-wetlands.pdf>.

Zoning Areas

Total Land Area may exclude all areas in which any residential, commercial, and industrial uses are prohibited by the municipality's zoning bylaws or ordinance. A review of Milton's zoning bylaws reveals that the town does not have such a zoning restriction.

Required Lot Area Analysis

Once the prorated areas were calculated, we checked the town's zoning regulations to ensure the prorated areas were not larger than the lot area that would be required by zoning for an equivalent number of units. This check was done for each of the SHI sites. The prorated areas were smaller than required lot areas per Milton's zoning regulations.

Figure 1: Milton Parcels and SHI Sites

-  GLAM_Milton_Parcels
-  GLAM_Milton_Dissolve

The total land parcel acreage in Milton is 8,516 acres, which includes areas that count towards Total Land Area for the General Land Area Minimum calculation, as well as areas that must be excluded.

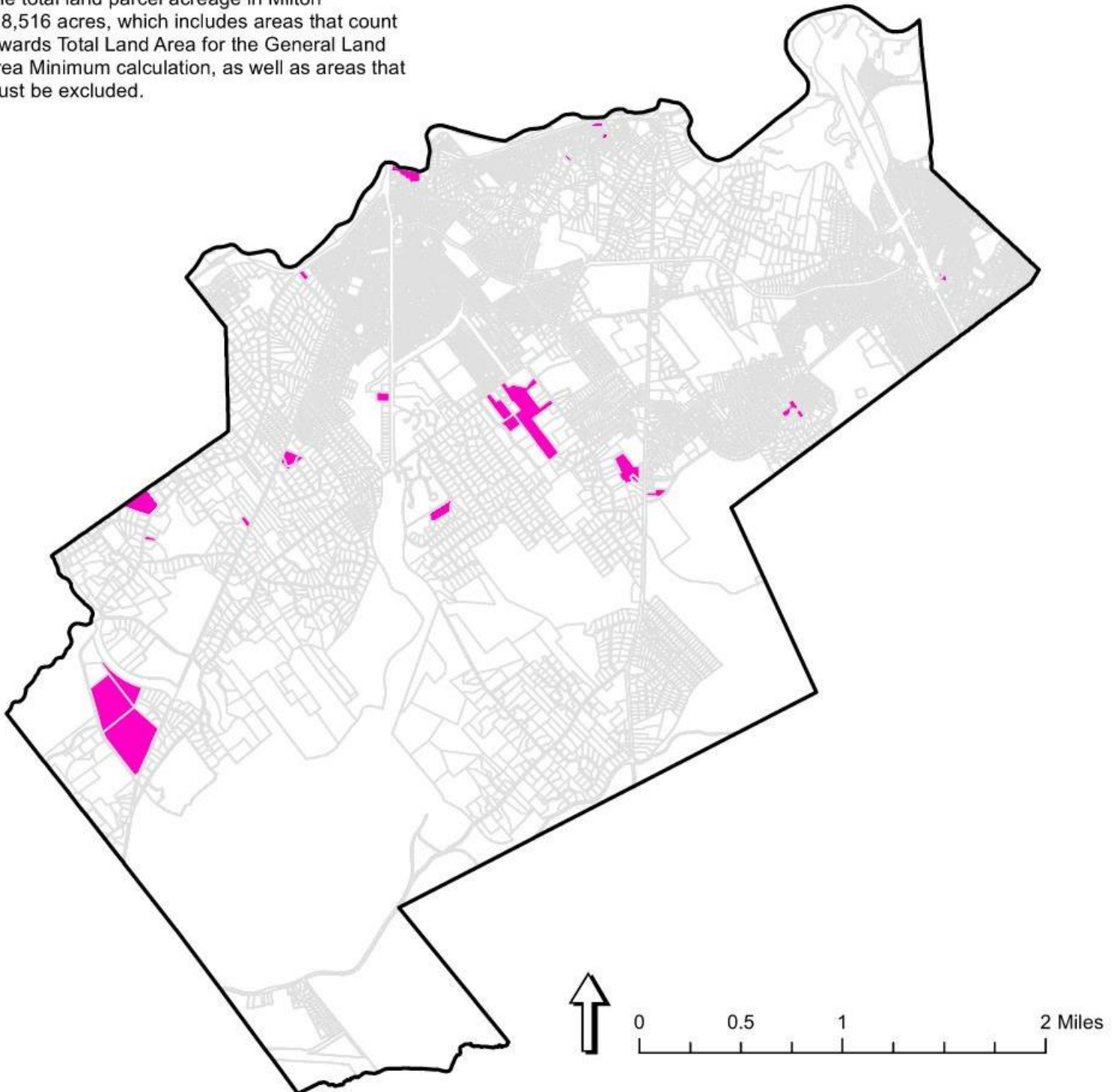
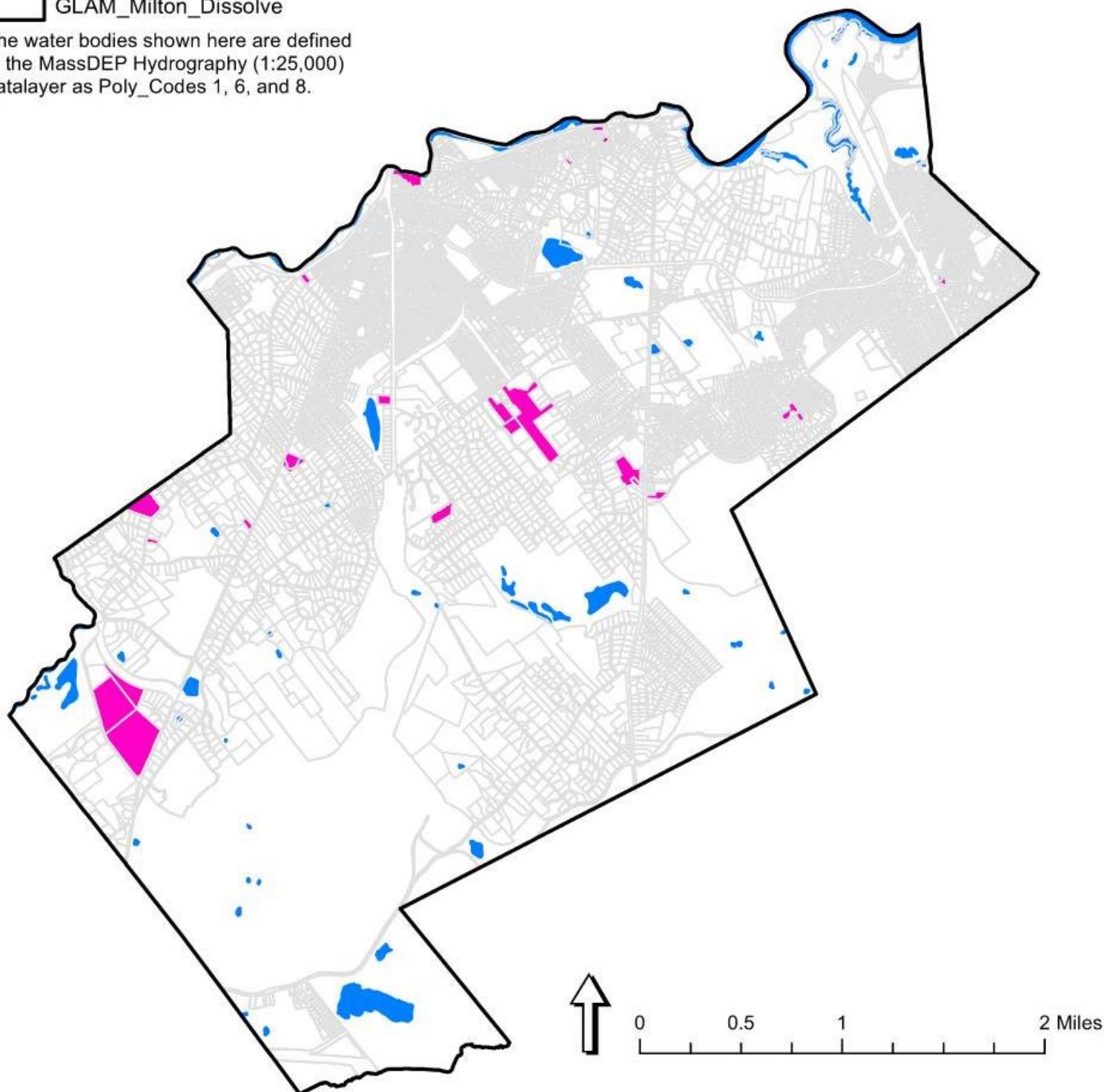


Figure 2: Milton Water Bodies


The water bodies shown here are defined in the MassDEP Hydrography (1:25,000) datalayer as Poly_Codes 1, 6, and 8.



Removing Non-Parcel Excluded Areas from Total Land Area

The only non-parcel excluded areas are water bodies. Using the “Erase” geoprocessing tool in ArcMap, **GLAM_Milton_Water.shp** layer was removed from the total land area and an output feature class was exported as **GLAM_Milton_Total_Land_Area.shp**. This feature class was then joined to *GLAM_Milton_SHI_Sites_GIS_20230222.xlsx* table and all features were retained. Rights-of-Way for both roads and railways were removed by adding a definition query to the **GLAM_Milton_Total_Land_Area.shp**:

NOT GLAM_Milton_Total_Land_Area.POLY_TYPE = 'ROW'

And

GLAM_Milton_Total_Land_Area.POLY_TYPE = 'RAIL_ROW'

A map detailing zoning exclusions where residential, commercial, and industrial uses are prohibited can be seen in **Figure 3**.

A map of the rights of way parcels can be seen in **Figure 4**.

To remove publicly owned land that is also not subsidized housing development, the following definition query was added:

(GLAM_Milton_Total_Land_Area.POLY_TYPE = 'ROW' OR
GLAM_Milton_Total_Land_Area.POLY_TYPE = 'RAIL_ROW')

AND NOT(GLAM_Milton_Total_Land_Area.USE_CODE LIKE
'90%' OR GLAM_Milton_Total_Land_Area.USE_CODE LIKE
'91%' OR GLAM_Milton_Total_Land_Area.USE_CODE LIKE
'92%' OR GLAM_Milton_Total_Land_Area.USE_CODE LIKE
'93%' OR GLAM_Milton_Total_Land_Area.USE_CODE LIKE
'97%' OR GLAM_Milton_Total_Land_Area.USE_CODE LIKE
'98%' OR GLAM_Milton_Total_Land_Area.USE_CODE LIKE
'991%' OR GLAM_Milton_Total_Land_Area.USE_CODE LIKE
'992%' OR GLAM_Milton_Total_Land_Area.USE_CODE LIKE
'993%' OR GLAM_Milton_Total_Land_Area.USE_CODE LIKE
'994%') AND "Milton_SHIParcel_20230201.MuniName" IS NULL

The result is the total land area of Milton that will be used as the denominator. **Figure 5** and **Figure 6** show publicly owned land and the resulting total land area after ROW, RAIL ROW and publicly owned lands were removed.

GLAM_Milton_Total_Land_Area was then exported to a new feature class called **GLAM_Milton_Total_Land_Area_Merge**. All other layers were turned off and the Editor tool was turned on. All features in the map display at full extent were selected. From the Editor Menu, Merge was selected and feature one was selected to merge all other features. The total area for the new merged layer was calculated using the “Calculate Geometry” tool to determine the total land area.

With exclusions, the total land area for the Town of Milton is **4,733.68 acres** (**Figure 7**).

Figure 3: Milton Public Rights-of-Way & Land Area Minus Non-Parcel-Based Exclusions

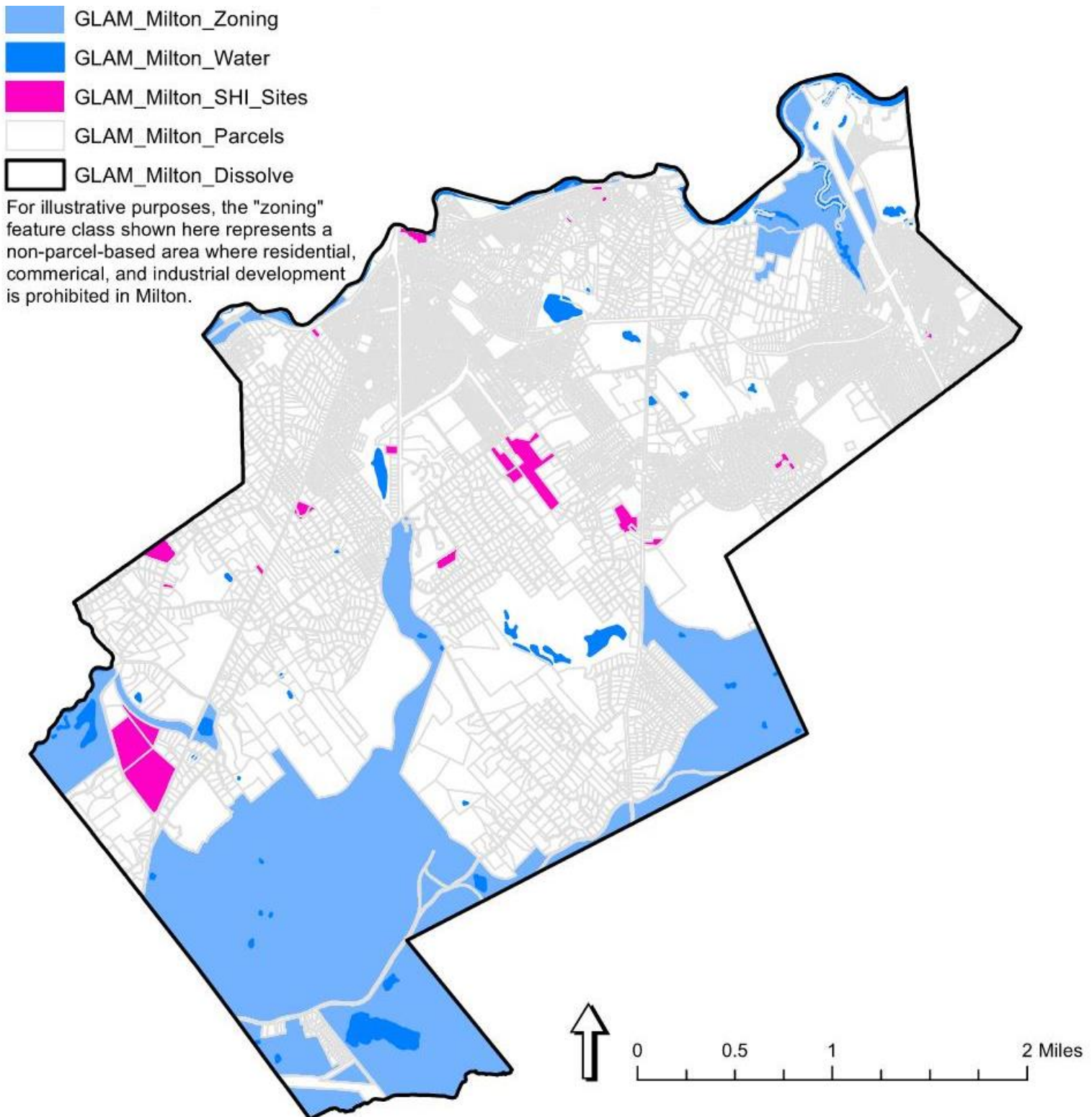


Figure 4: Milton Public Rights-of-Way & Land Area Minus Non-Parcel-Based Exclusions

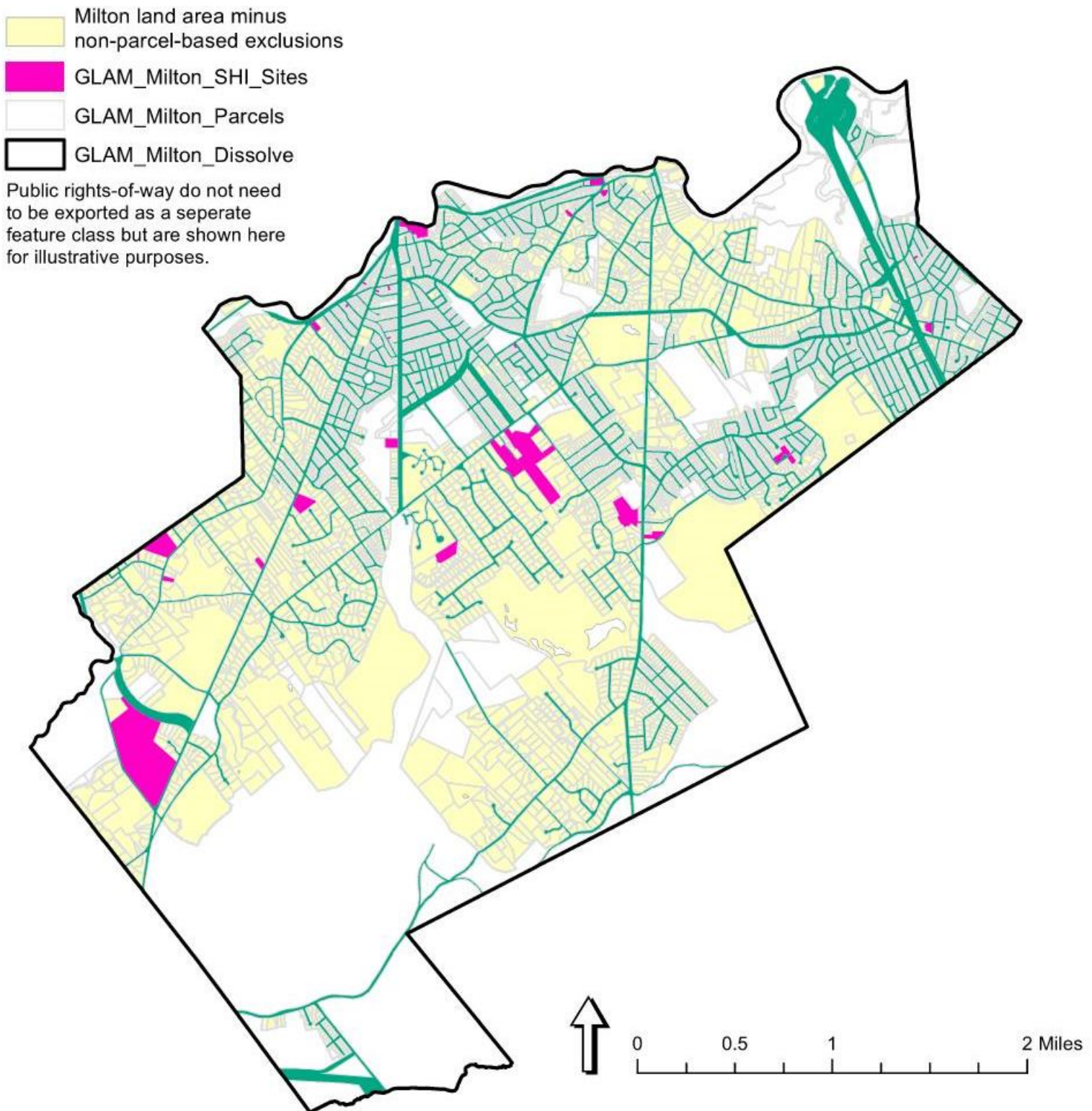


Figure 5: Milton Publicly-Owned Fee Parcels and Land Area Minus Other Exclusions

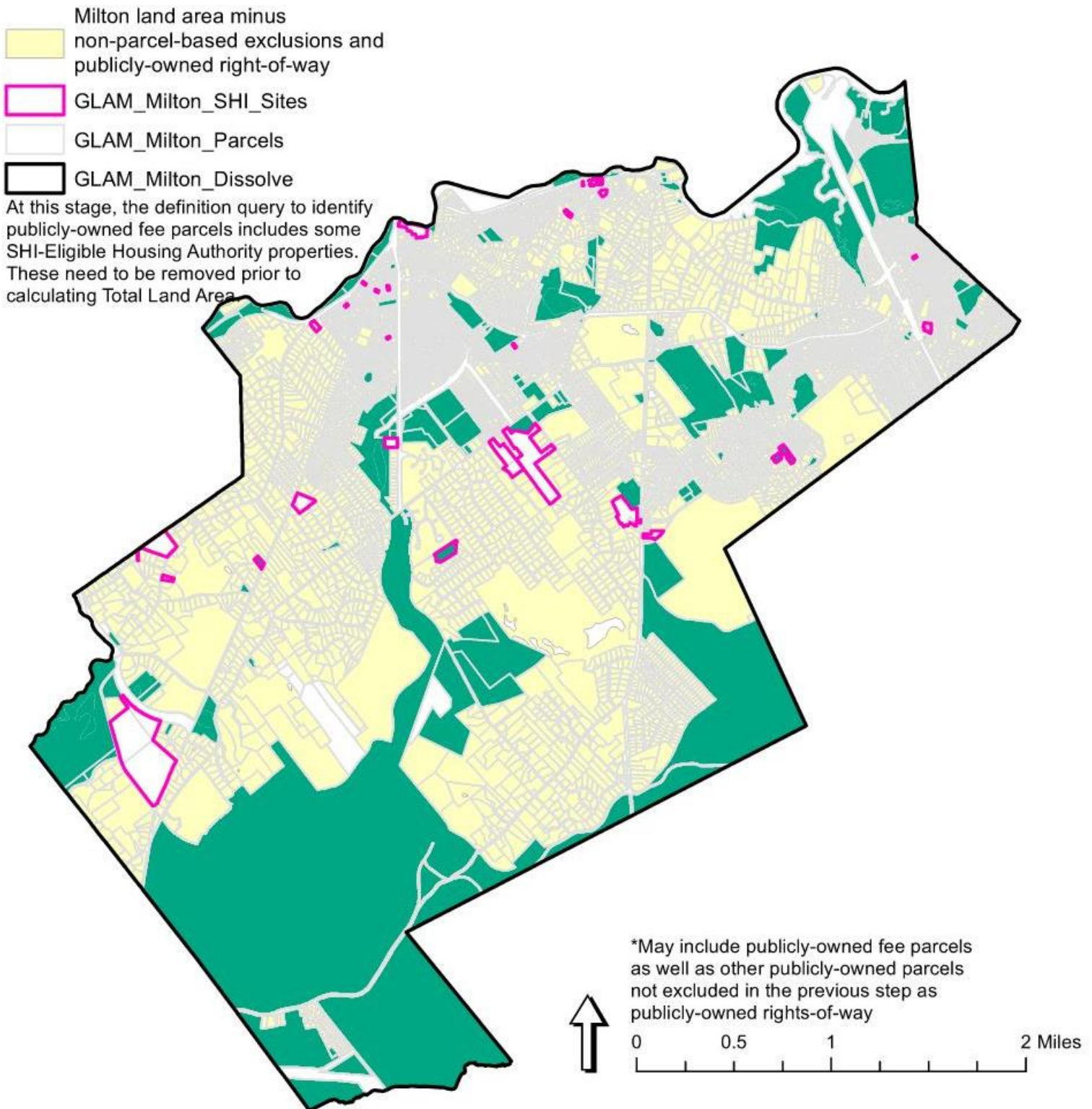


Figure 6: Milton Total Land Area Parcels

 GLAM_Milton_Total_Land_Area

 GLAM_Milton_SHI_Sites

 GLAM_Milton_Parcels

 GLAM_Milton_Dissolve

All exclusions from Total Land Area have been made.

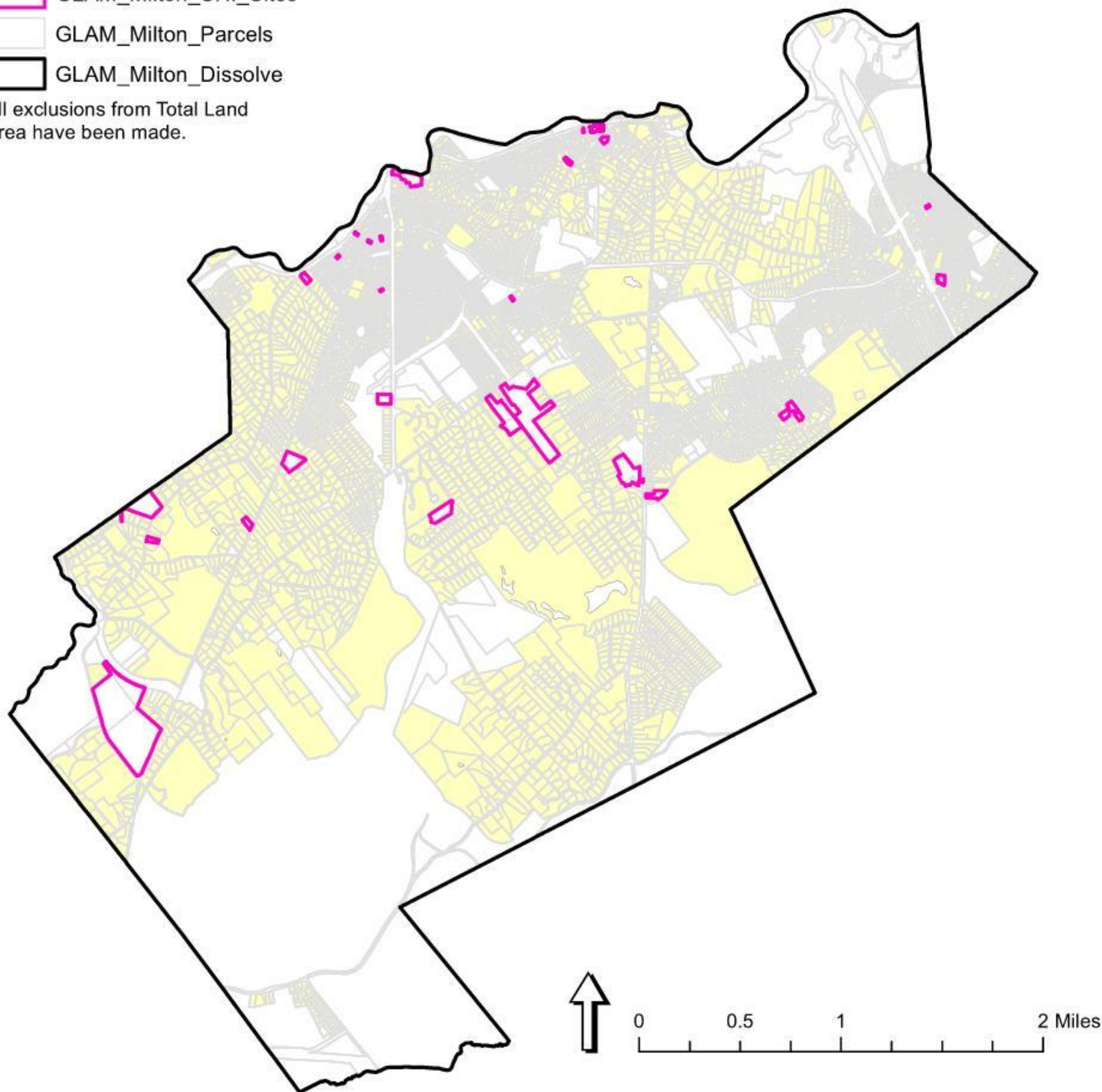



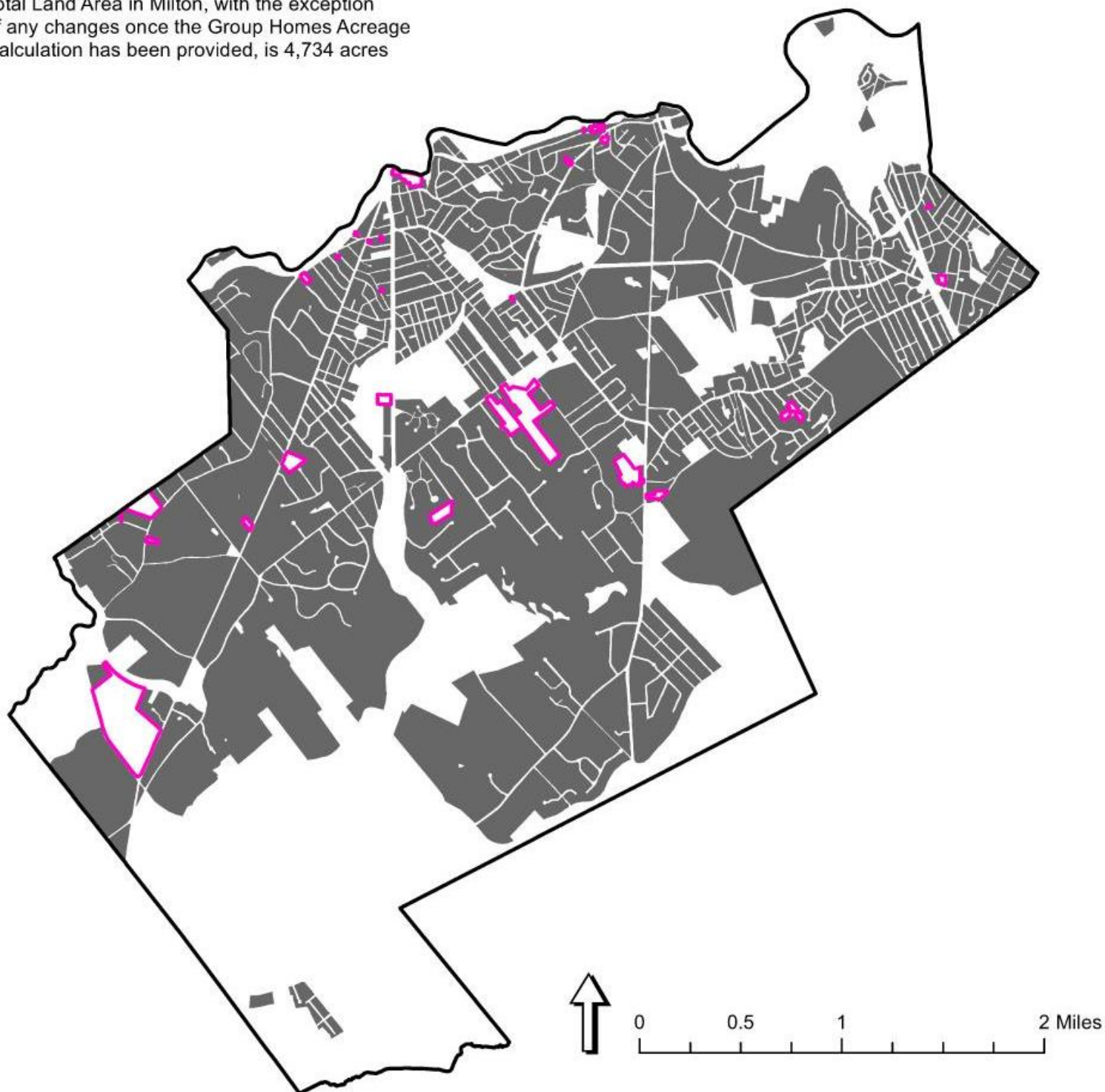


Figure 7: Milton Total Land Area

-  GLAM_Milton_Total_Land_Merge
-  GLAM_Milton_SHI_Sites
-  GLAM_Milton_Dissolve

Total Land Area in Milton, with the exception of any changes once the Group Homes Acreage Calculation has been provided, is 4,734 acres



Calculate SHI Eligible Area in Milton

The second part of the analysis is to reshape SHI parcels to ensure only parts of the parcel that are directly associated with subsidized housing units will count toward the parcel acreage. According to the guidelines, “directly associated” is defined as “the portion of each parcel that is occupied by SHI eligible housing units including impervious and landscaped areas directly associated with the units.” This section provides a detailed summary of parcels edited to remove non-associated areas. Finally, the resulting areas were prorated based on tenure and on the share of SHI Eligible Housing Units on the parcel.

Non-Associated Areas

The feature class **GLAM_Milton_SHI_Sites** was exported to a new feature class called **GLAM_Milton_SHI_Sites_DA**. In this feature class, each parcel was reviewed for non-associated areas, and using the Editor tool, SHI polygons were modified to exclude areas that do not qualify as Directly Associated, such as heavily vegetated areas. For seven (7) sites, proposed site plans were imported into a GIS overlay and then used to make the determinations.

The thirteen (13 SHI) sites with changes to boundaries are as follows (**Figure 8 – Figure 20**):

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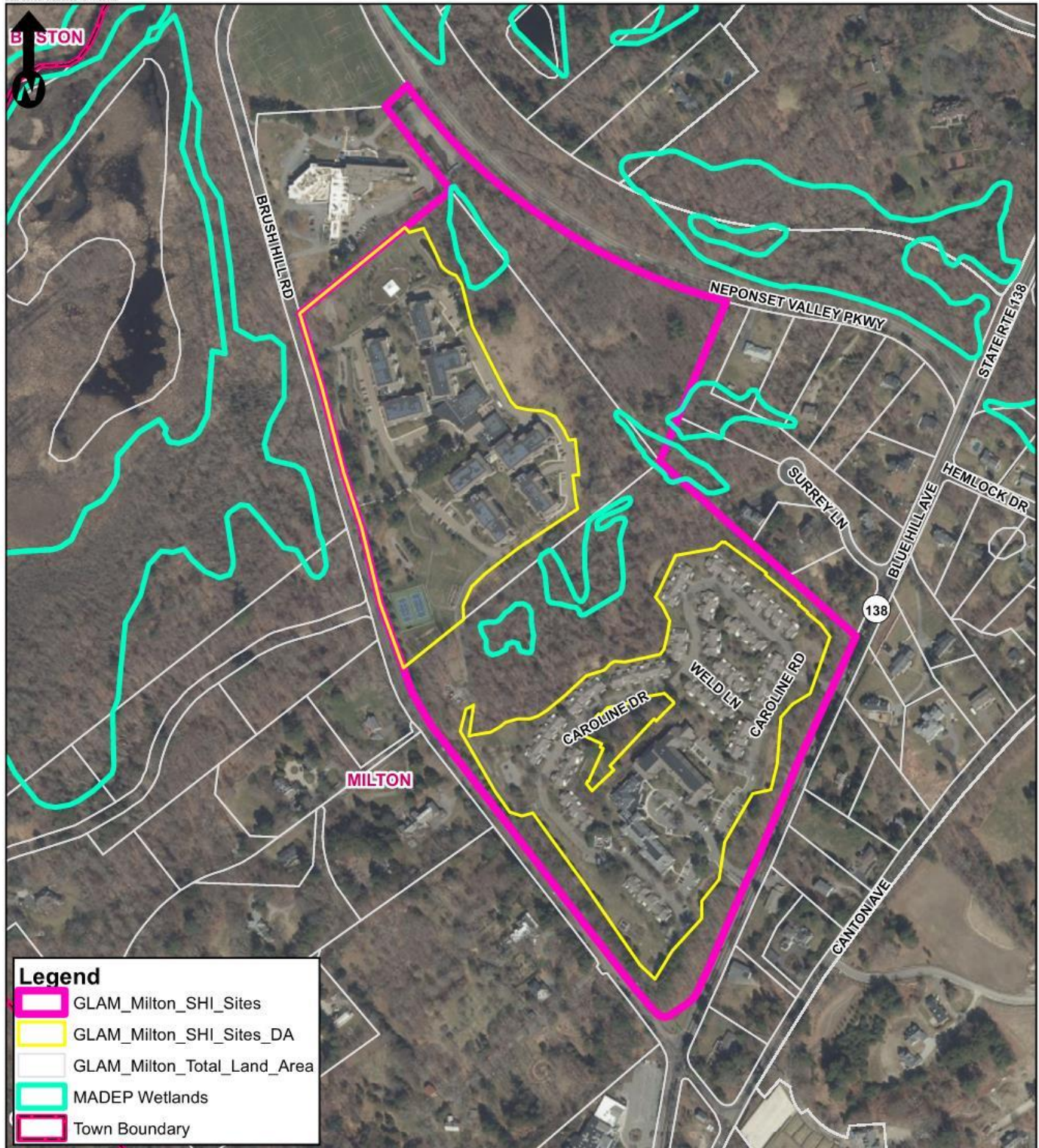
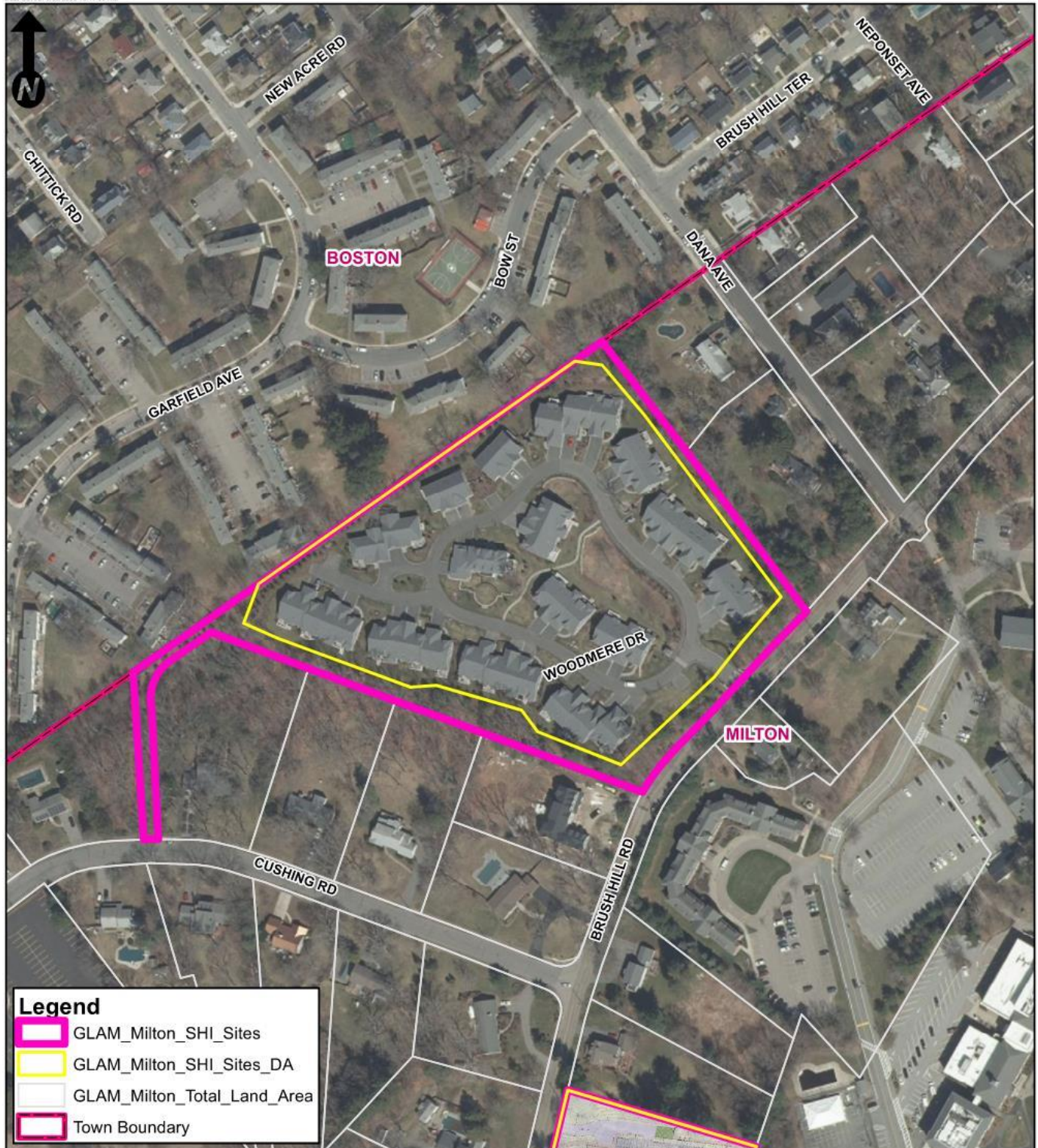


Figure 8: 1372 Brush Hill Rd “Fuller Village” (DHCD ID#: 8719) Modifications made to SHI Site boundary due to overlap with heavily vegetated area and existing wetlands.
2 Parcels, 82 SHI Units.



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Scale:

1 inch = 200 feet

0 100 200
Feet

**Figure 9: 27 Woodmere Drive
(DHCD ID#: 10298)**

Modifications made to SHI Site boundary due to overlap with heavily vegetated area. **1 Parcel, 4 SHI Units.**



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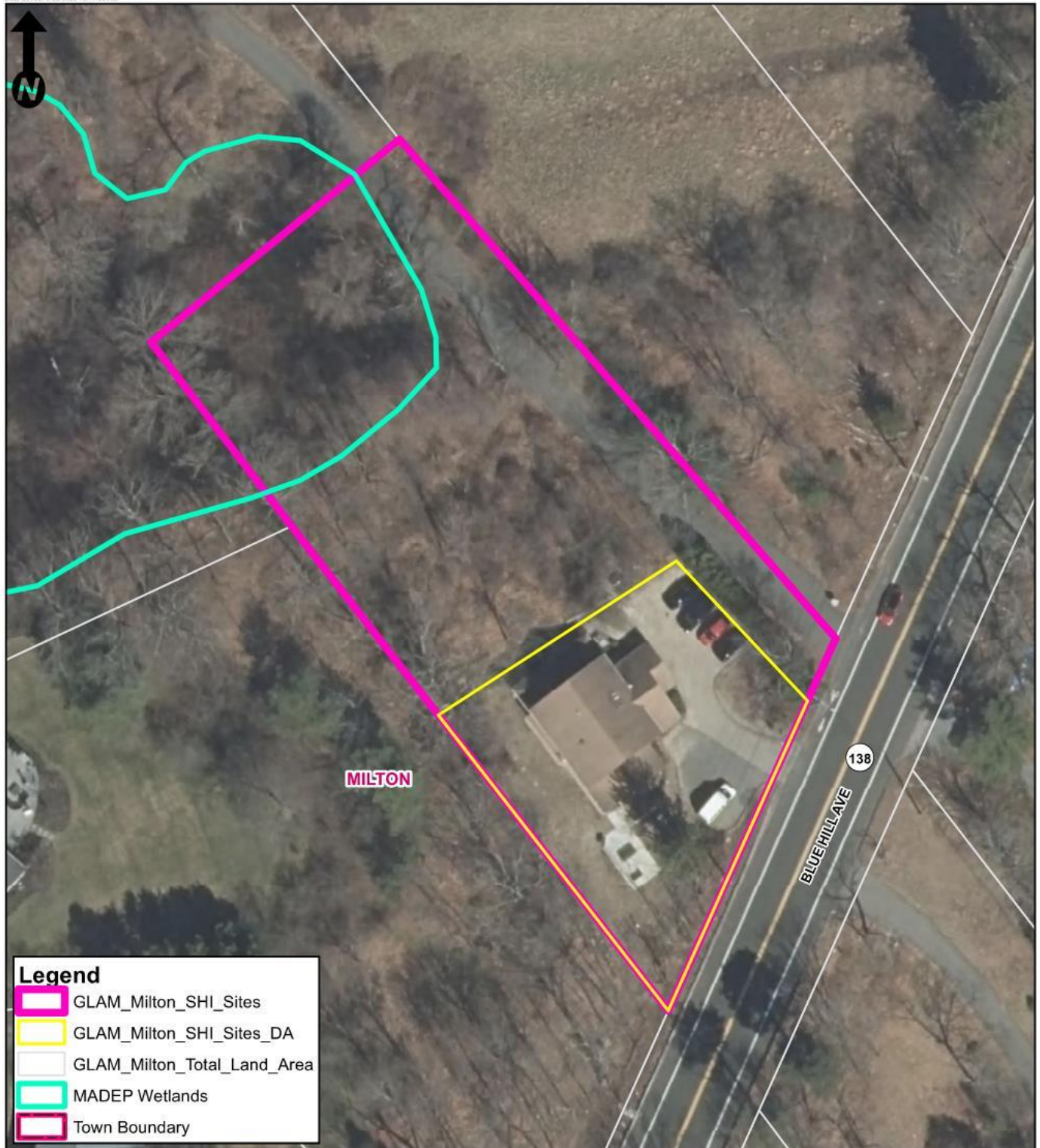


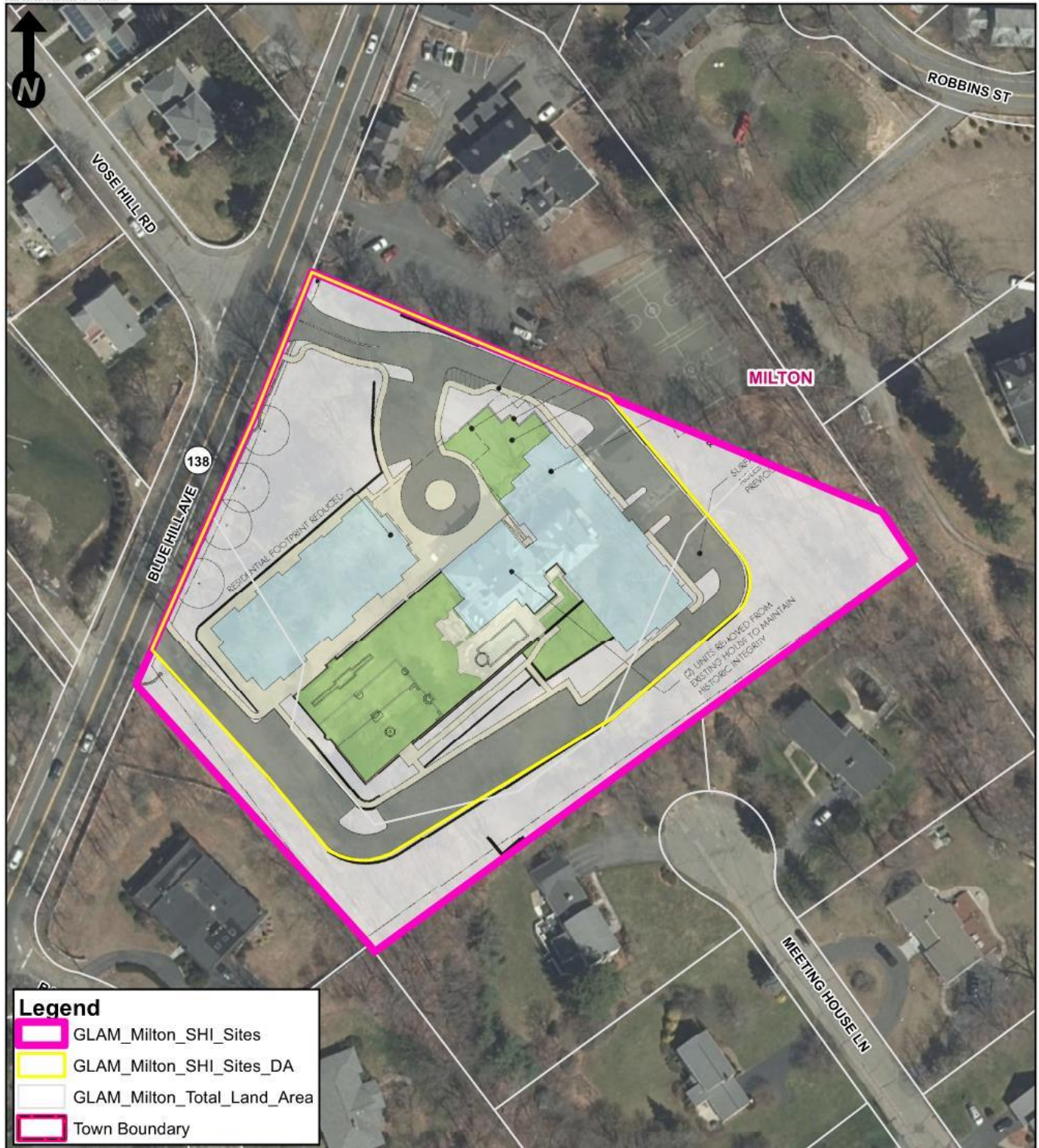
Figure 10: 753 Blue Hill Ave
(DHCD ID#: 2002)

Modifications made to SHI Site boundary due to overlap with heavily vegetated area and existing wetlands.

1 Parcel, 6 SHI Units.



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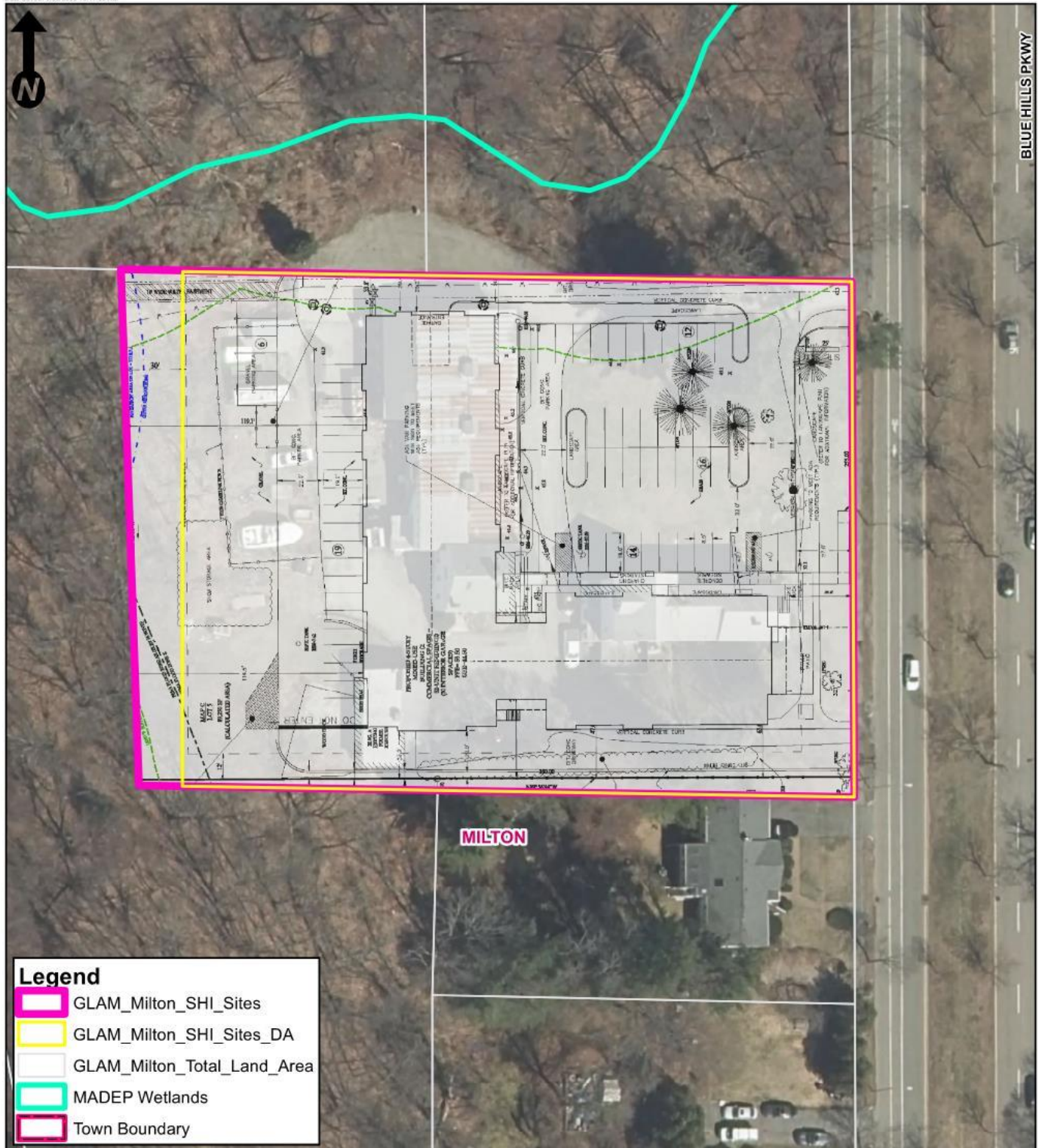
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Feet

**Figure 11: 582 Blue Hill Ave
(DHCD ID#: 10658)**

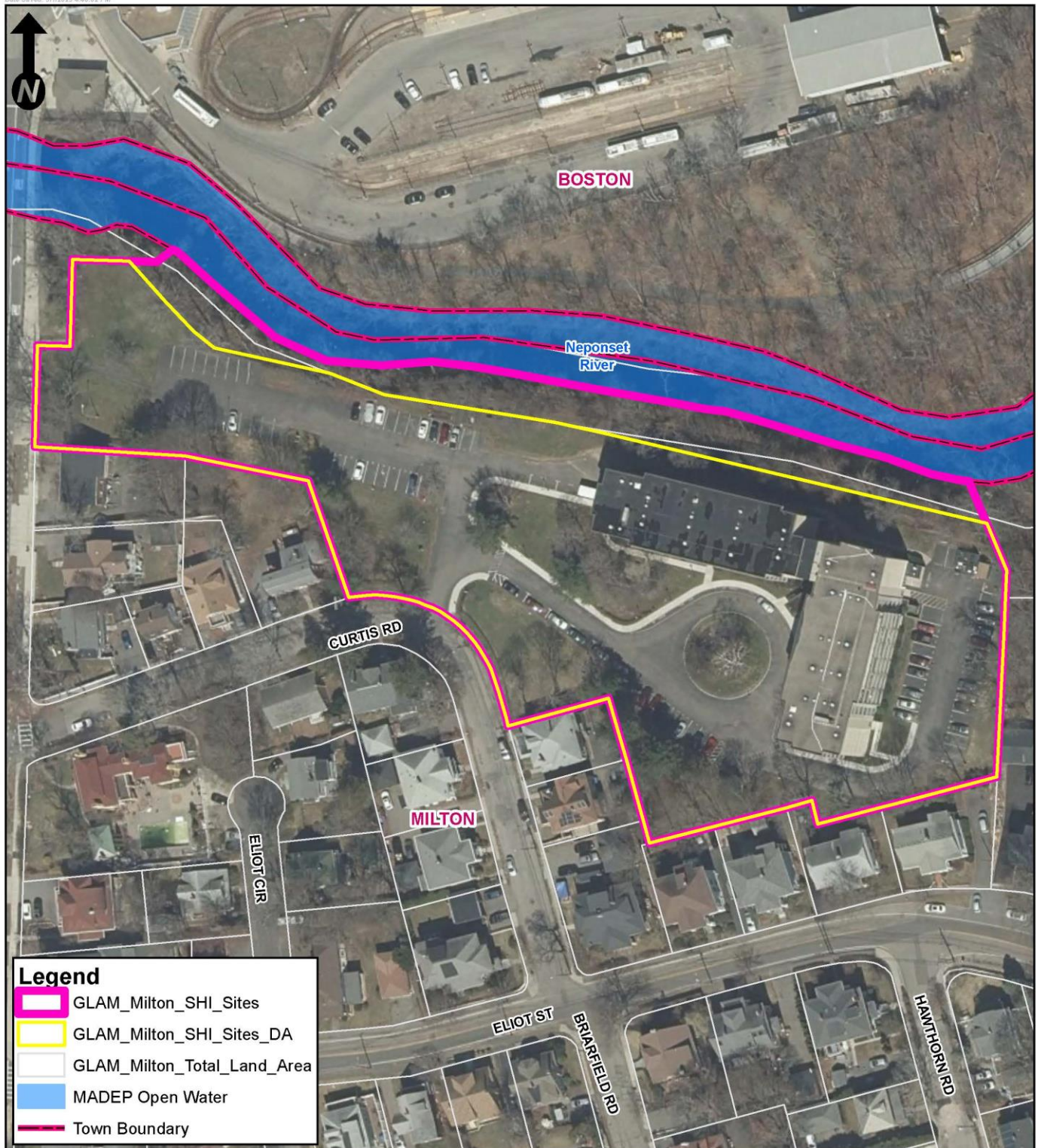
Modifications made to SHI Site boundary due to overlap with heavily vegetated area. Modifications made based on submitted site plan. **2 Parcels, 21 SHI Units.**



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Scale:

1 inch = 100 feet

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Feet

**Figure 13: 30 Curtis Rd
(DHCD ID#: 2009)**

Modifications made to SHI Site boundary due to overlap with heavily vegetated area and existing stream.
1 Parcel, 139 SHI Units.



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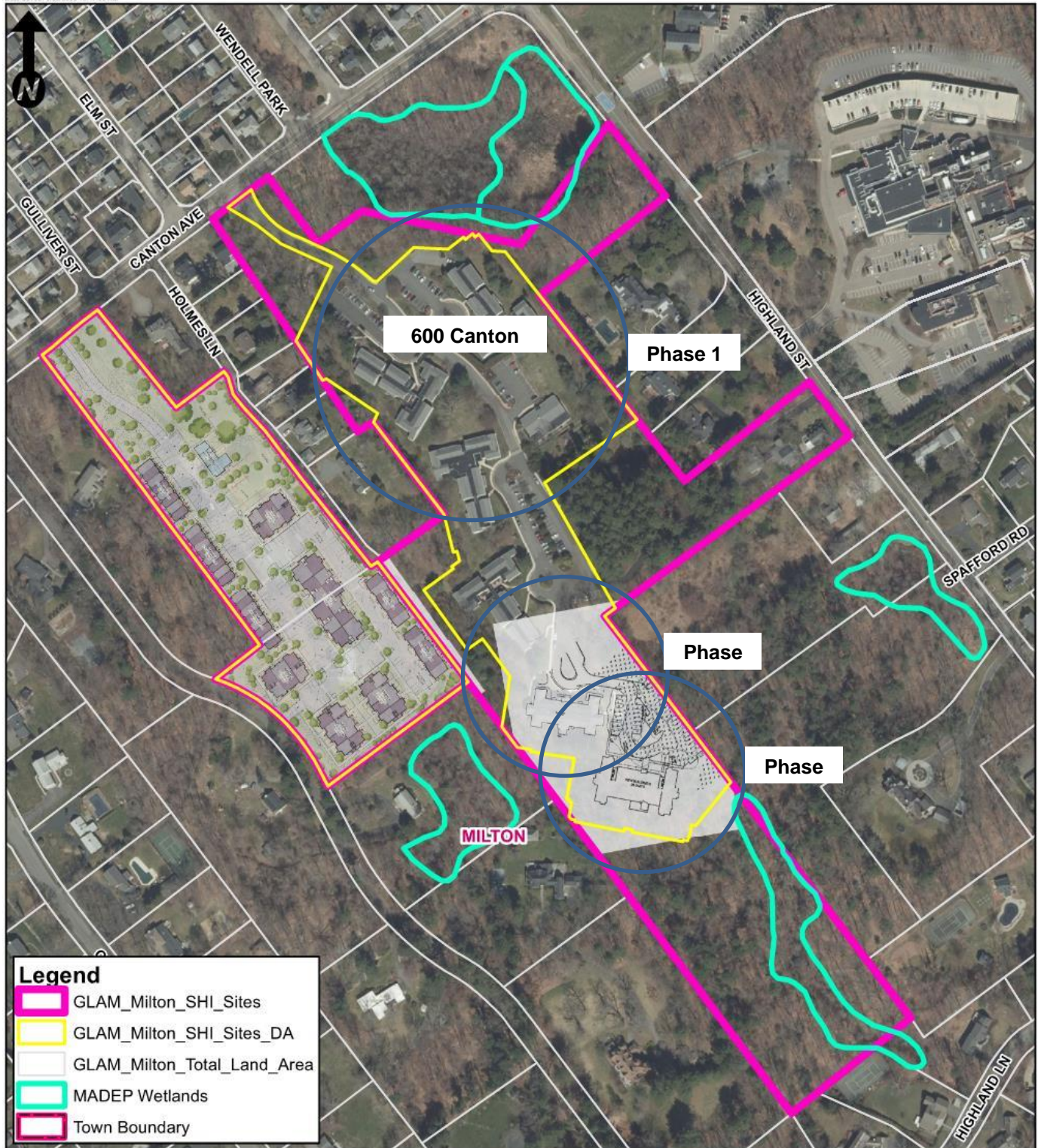
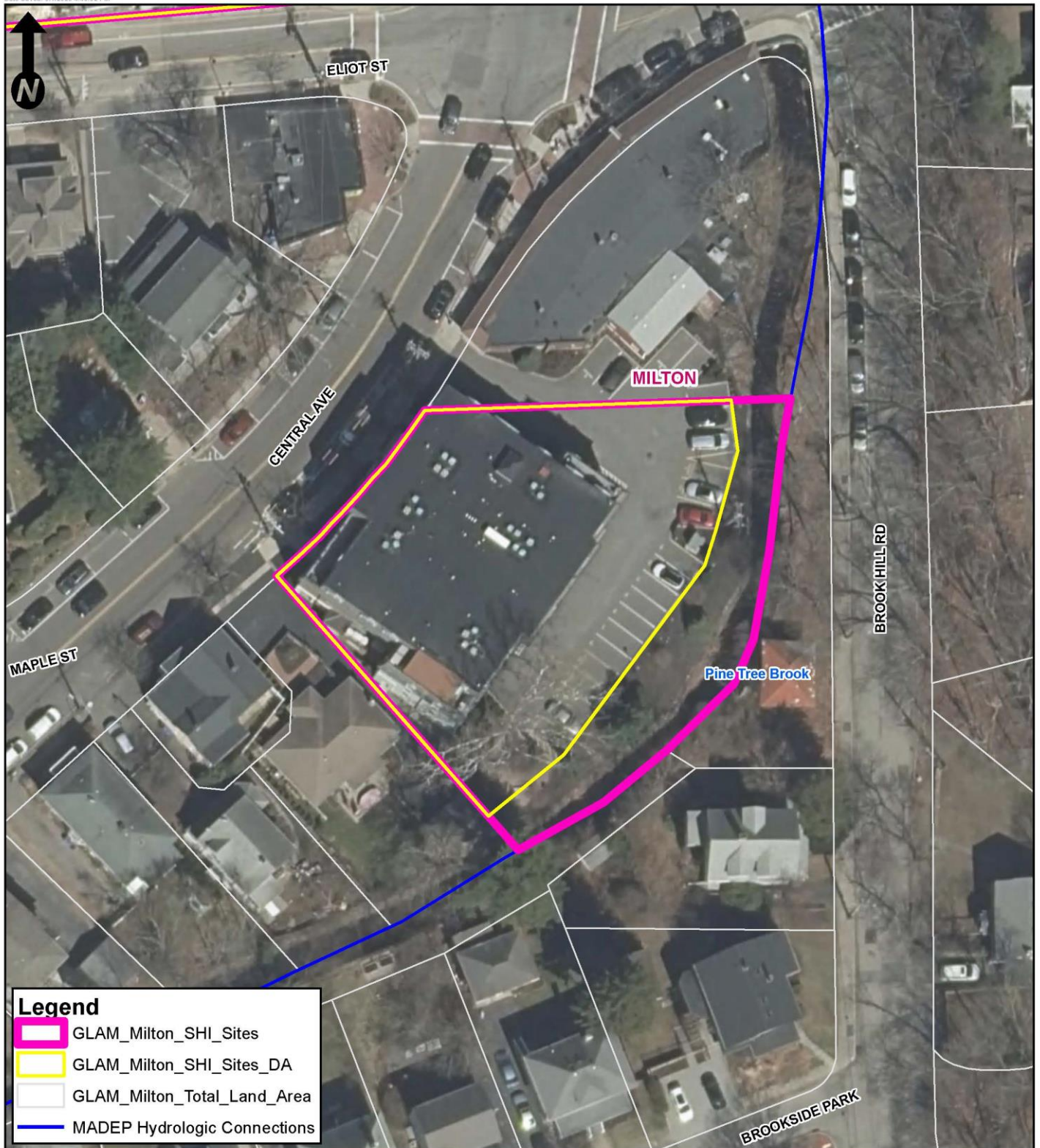


Figure 14: 600 Canton Ave “Winter Valley”

Modifications made to SHI Site boundary due to overlap with heavily vegetated area and existing wetlands. Modifications made based on submitted site plan. **Phase 1, 2, & 3: DHCD ID#: 2010, 2011, LOC ID: F_769700_2916497: 1 Parcel, 197 SHI Units.**





Scale:

1 inch = 50 feet

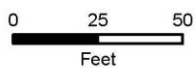


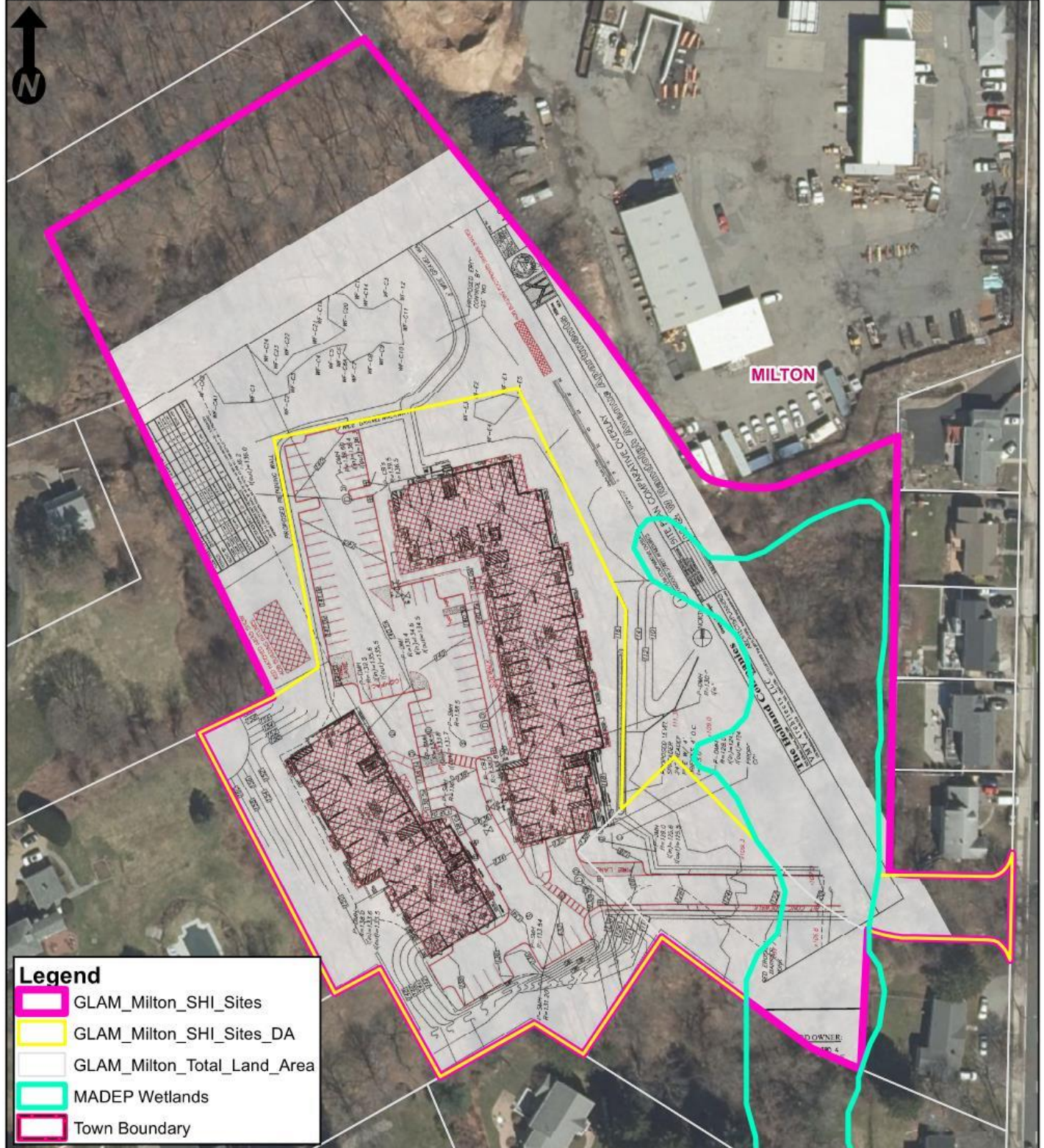
Figure 15: 36 Central Ave (DHCD ID#: 9718)

Modifications made to SHI Site boundary due to overlap with heavily vegetated area and existing stream.
1 Parcel, 2 SHI Units.



BSC GROUP

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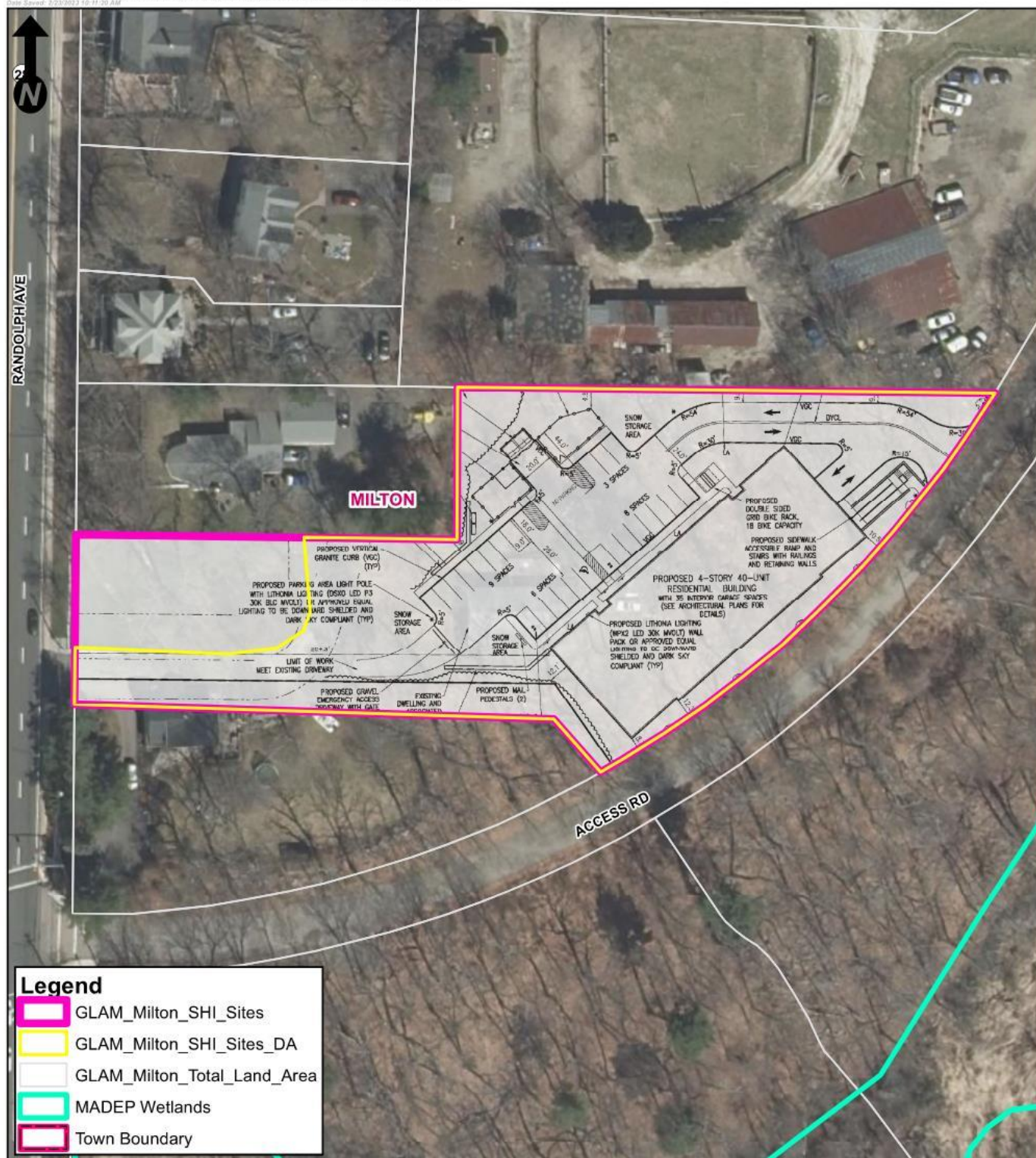


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1 inch = 100 feet
0 50 100
Feet

Figure 16: 711 Randolph Ave
(DHCD ID#: NA, LOC_ID: F_772511_2914387) Modifications made to SHI Site boundary due to overlap with heavily vegetated area and existing wetlands. Modifications made based on submitted site plan. **2 Parcels, 24 SHI Units.**



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Scale:

1 inch = 75 feet

Figure 17: 728 Randolph Ave
(DHCD ID#: NA, LOC_ID: F_773078_2914030) Modifications made to SHI Site boundary due to overlap with heavily vegetated area. Modifications made based on submitted site plan. **1 Parcel, 10 SHI Units.**



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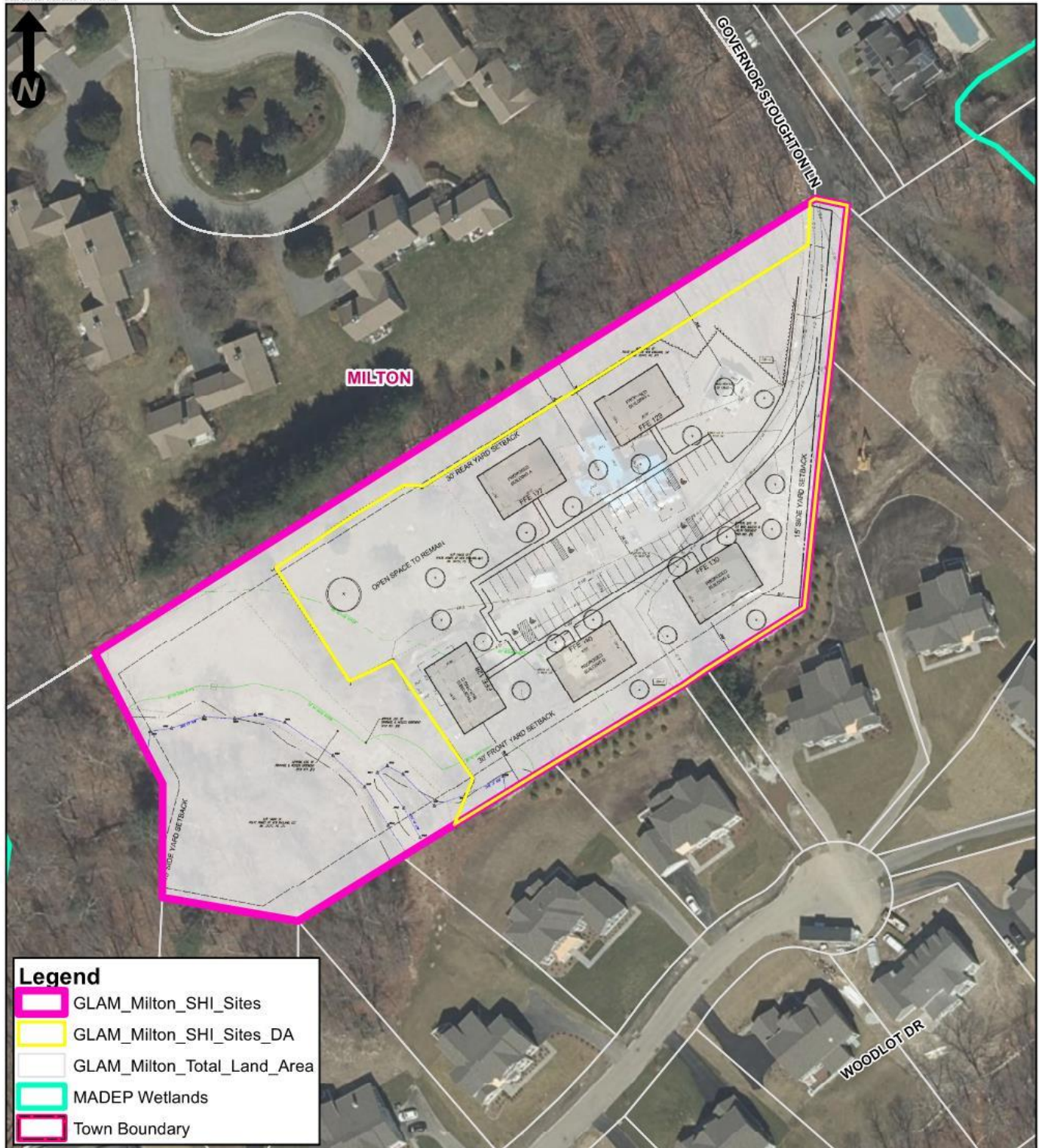
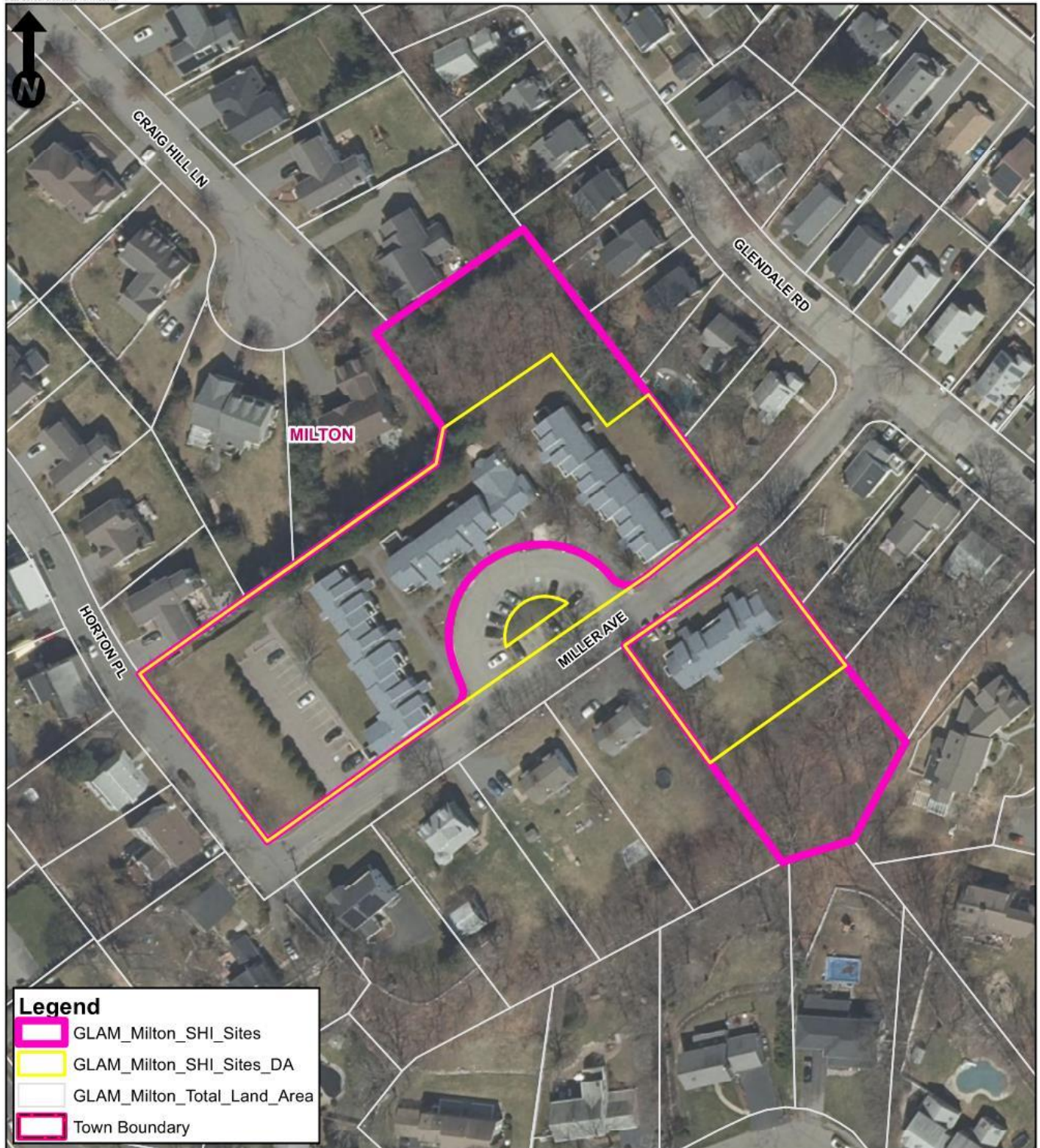


Figure 18: 165 Governor Stoughton Ln
(DHCD ID#: NA, LOC_ID: F_767459_2913557) Modifications made to SHI Site boundary due to overlap with heavily vegetated area. Modifications made based on submitted site plan. **1 Parcel, 10 SHI Units.**



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Scale:

1 inch = 100 feet

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Feet

Figure 19: 65 Miller Ave
(DHCD ID#: 2000)

Modifications made to SHI Site boundary due to overlap with heavily vegetated area.

1 Parcel, 40 SHI Units.



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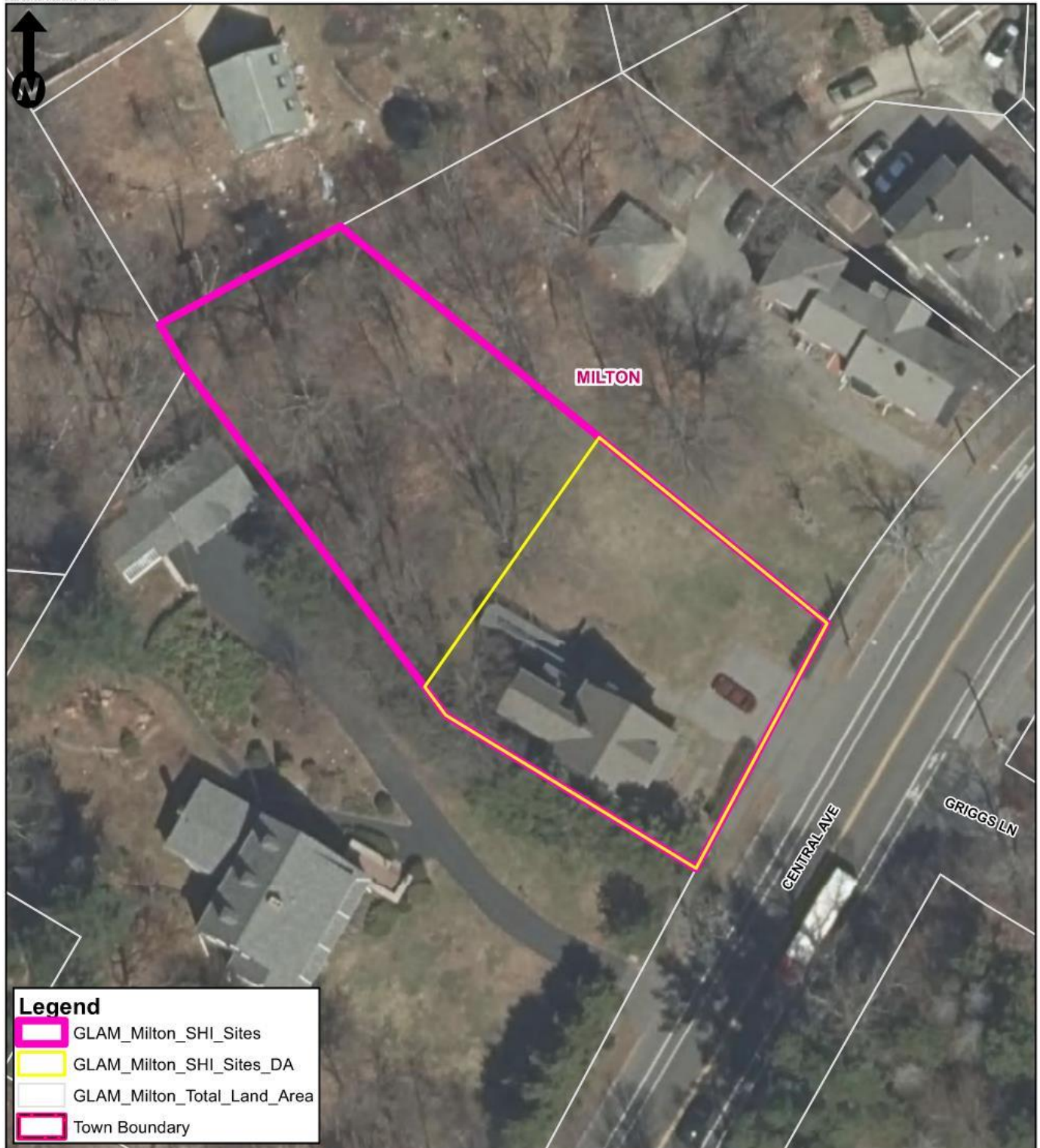


Figure 20: 121 Central Ave

(DHCD ID#: 2001)

Modifications made to SHI Site boundary due to overlap with heavily vegetated area.

1 Parcel, 8 SHI Units.



Calculating Prorated Areas

In the **GLAM_Milton_SHI_Sites_DA** feature class, the total acreage for the parcels was recalculated using the Calculate Geometry tool.

In the *GLAM_Milton_SHI_Sites_GIS_20230222.x/sx*, the new acreage was populated in a field called “Eligible Area.” Another field was created called “Percent Eligible.”

Following DHCD guidelines¹ for rental and Assisted Living Facility developments: If at least 25% of units are to be occupied by households earning 80% or less than the area median income, or alternatively, if at least 20% of units are to be occupied by households earning 50% or less of area median income, and meet all applicable SHI eligibility criteria, then all the units in the development are eligible for inclusion on the SHI.

Accordingly, in GLAM calculations, the whole SHI-Eligible Area of a rental or Assisted Living Facility development may be counted towards the numerator.

For rental or Assisted Living Facility developments in which less than the requisite percentage of the units are to be occupied by income eligible households earning at or below 80% or 50% of the area median income, as applicable, SHI-Eligible Area must be *prorated accordingly*. For homeownership and Continuum of Care Retirement Communities (where only the deed-restricted low-income housing units count toward the SHI), SHI-Eligible Area must be prorated accordingly.

Final Results

To calculate the prorated area, a new field titled “Prorated Area” was created in which the product is the “Eligible Area” X “Percent Eligible”.

The sum of the prorated area is the total SHI Eligible area, which forms the numerator of the final formula. The final percentage is the total SHI Eligible Area / Total Land Area:

$$48.537/4,733.58 = 1.025\%$$

1.025% is the City of Milton’s General Land Area Minimum percentage.

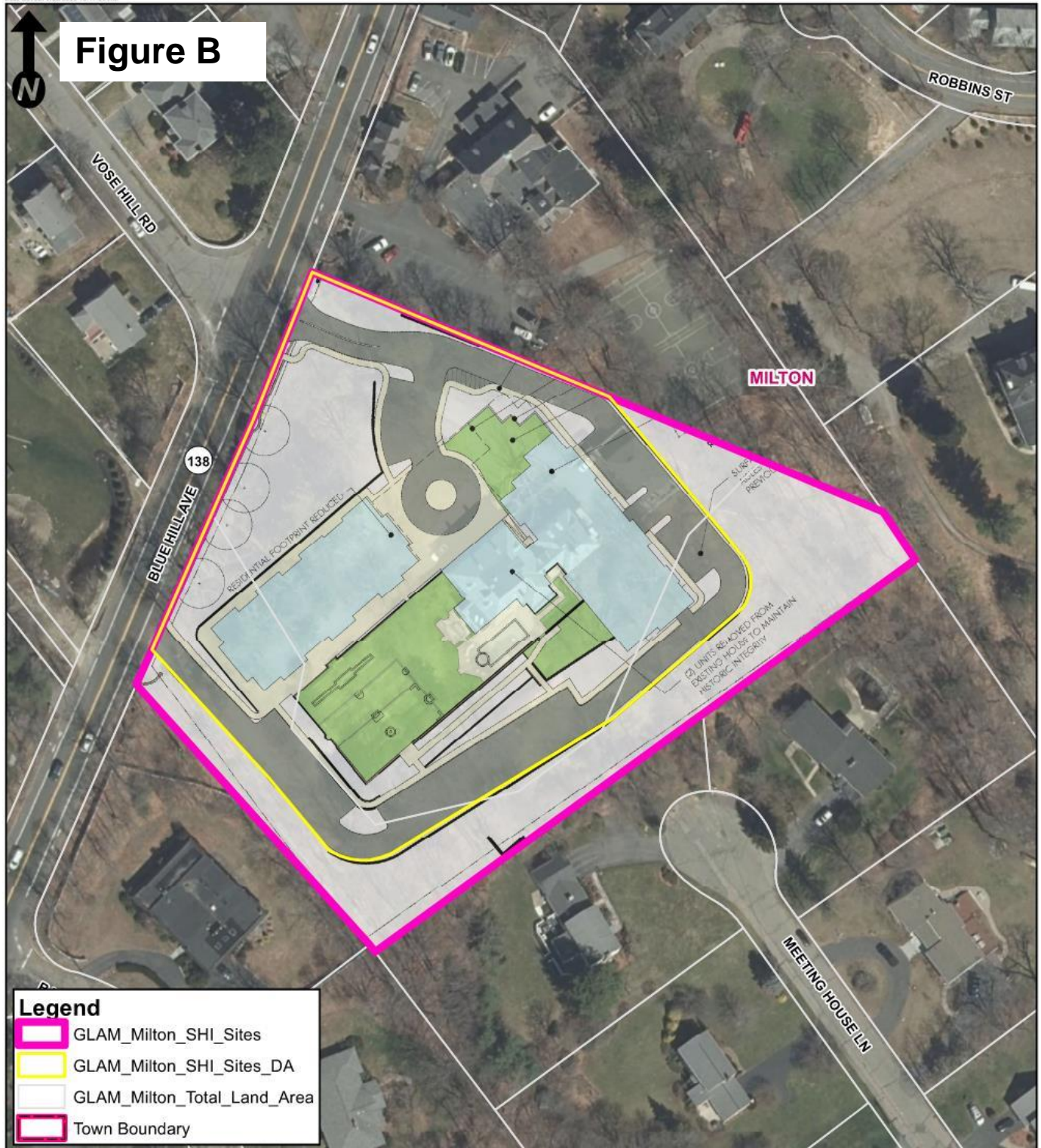
¹ <https://www.mass.gov/doc/guidelines-for-calculating-general-land-area-minimum-0/download>

Appendix 1: Additional SHI Developments

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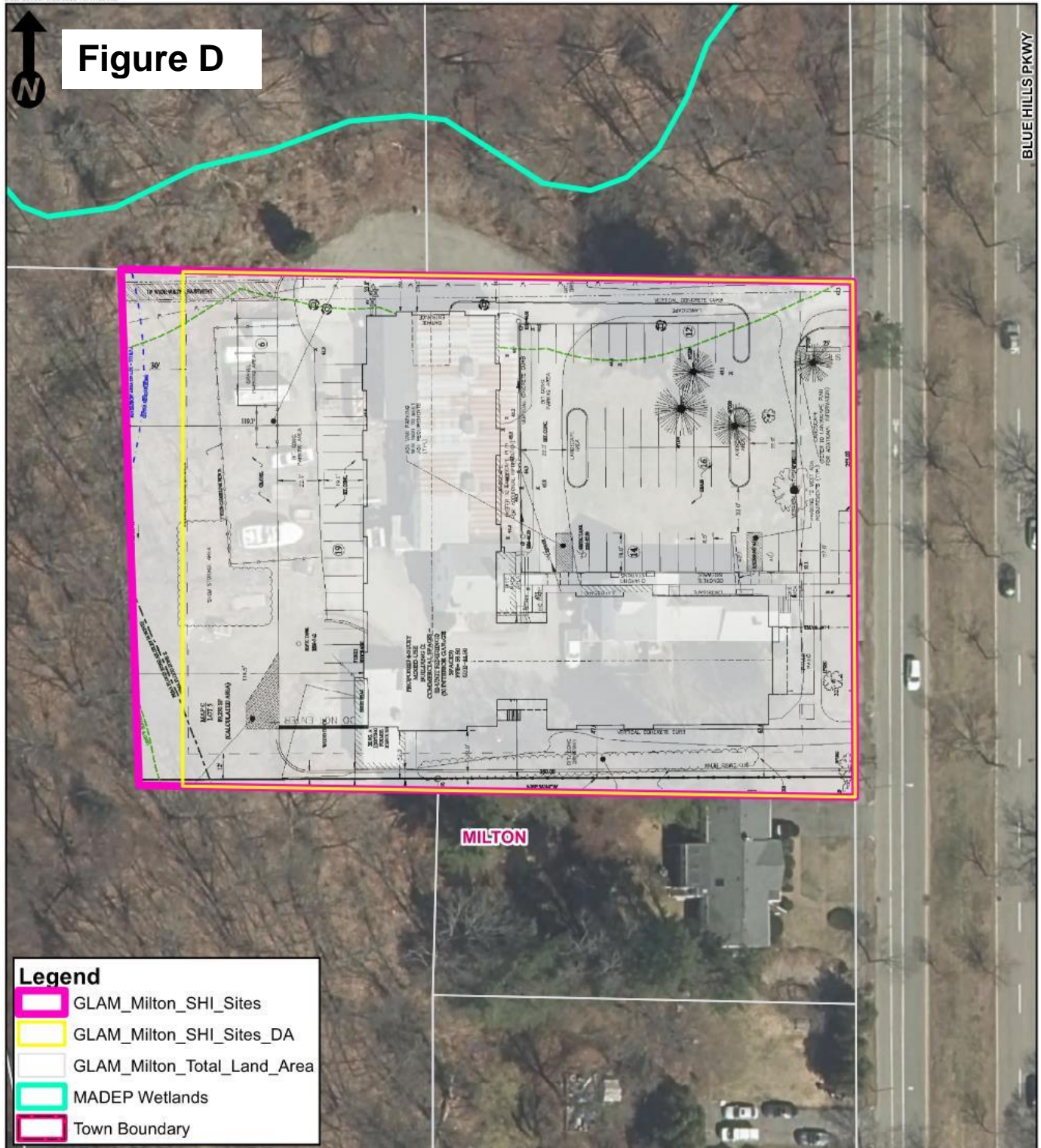
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Scale:

1 inch = 60 feet

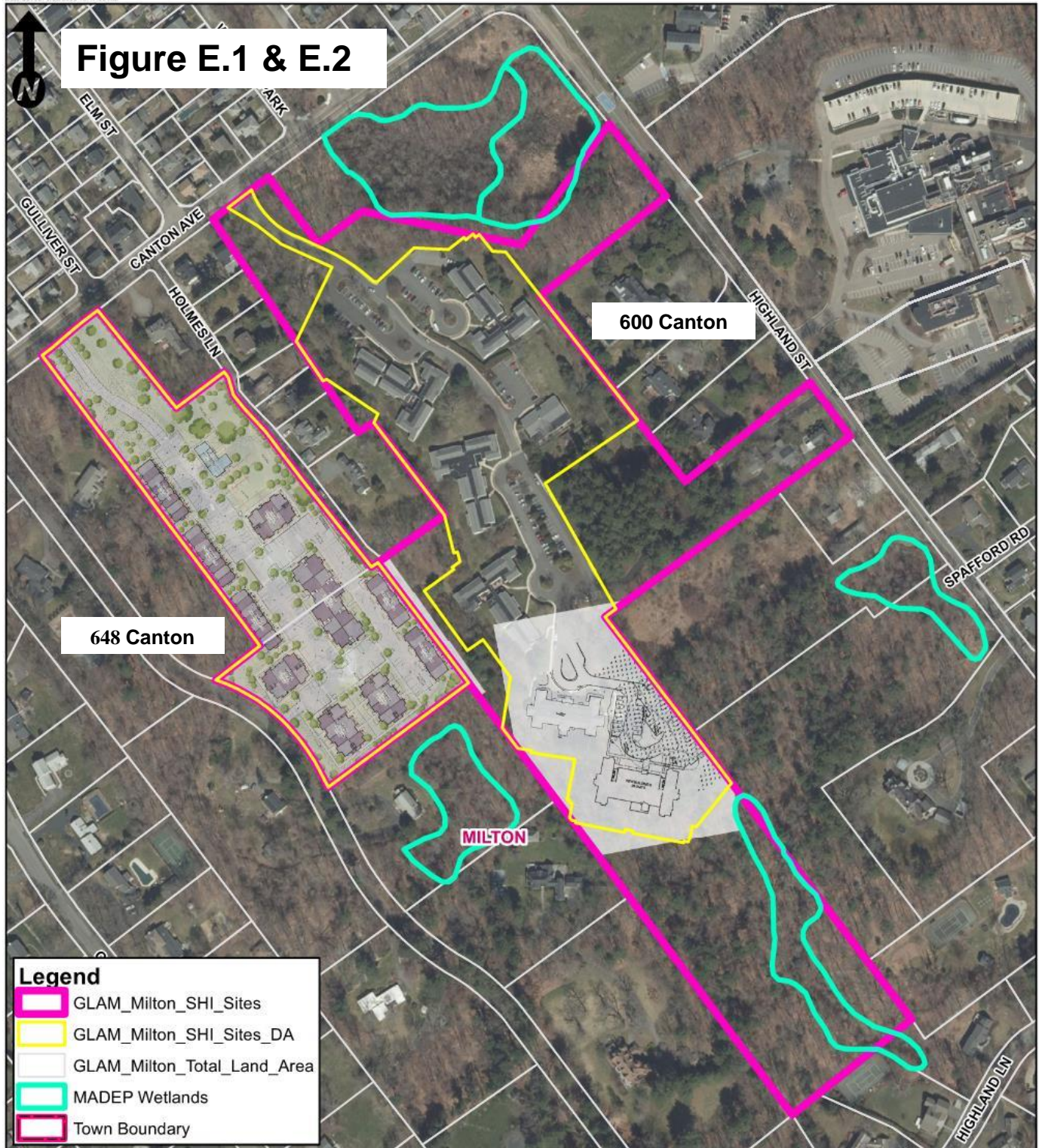
0 30 60
Feet

485-487 BLUE HILLS PWKY
DHCD ID#: 10657

Town of Milton General Land
Area Minimum (GLAM) Report



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Date Saved: 2/23/2011 10:16:39 AM



Scale:

1 inch = 275 feet

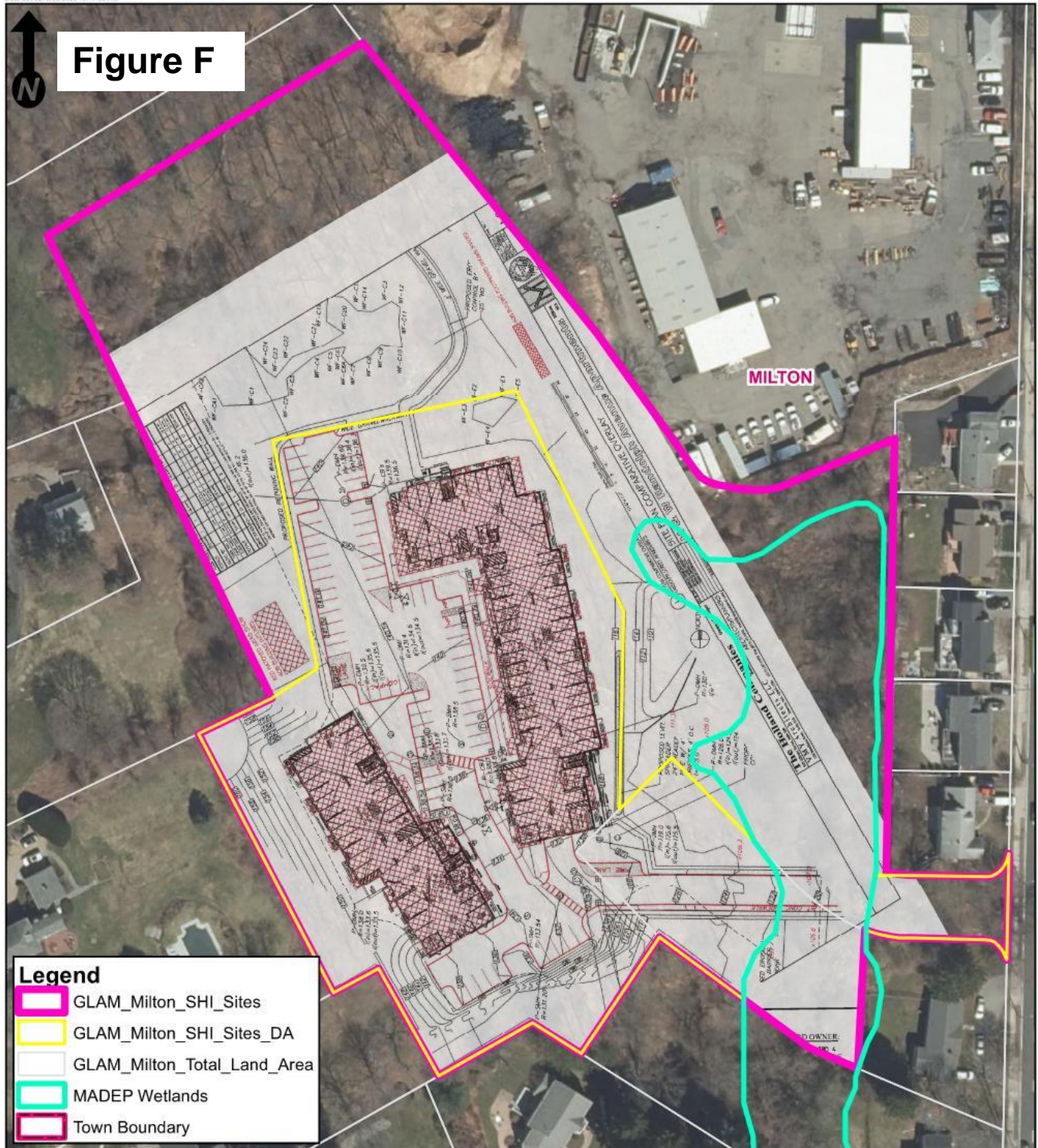
0 140 280
Feet

600 & 648 CANTON AVE
DHCD ID#: 2010 & 2011

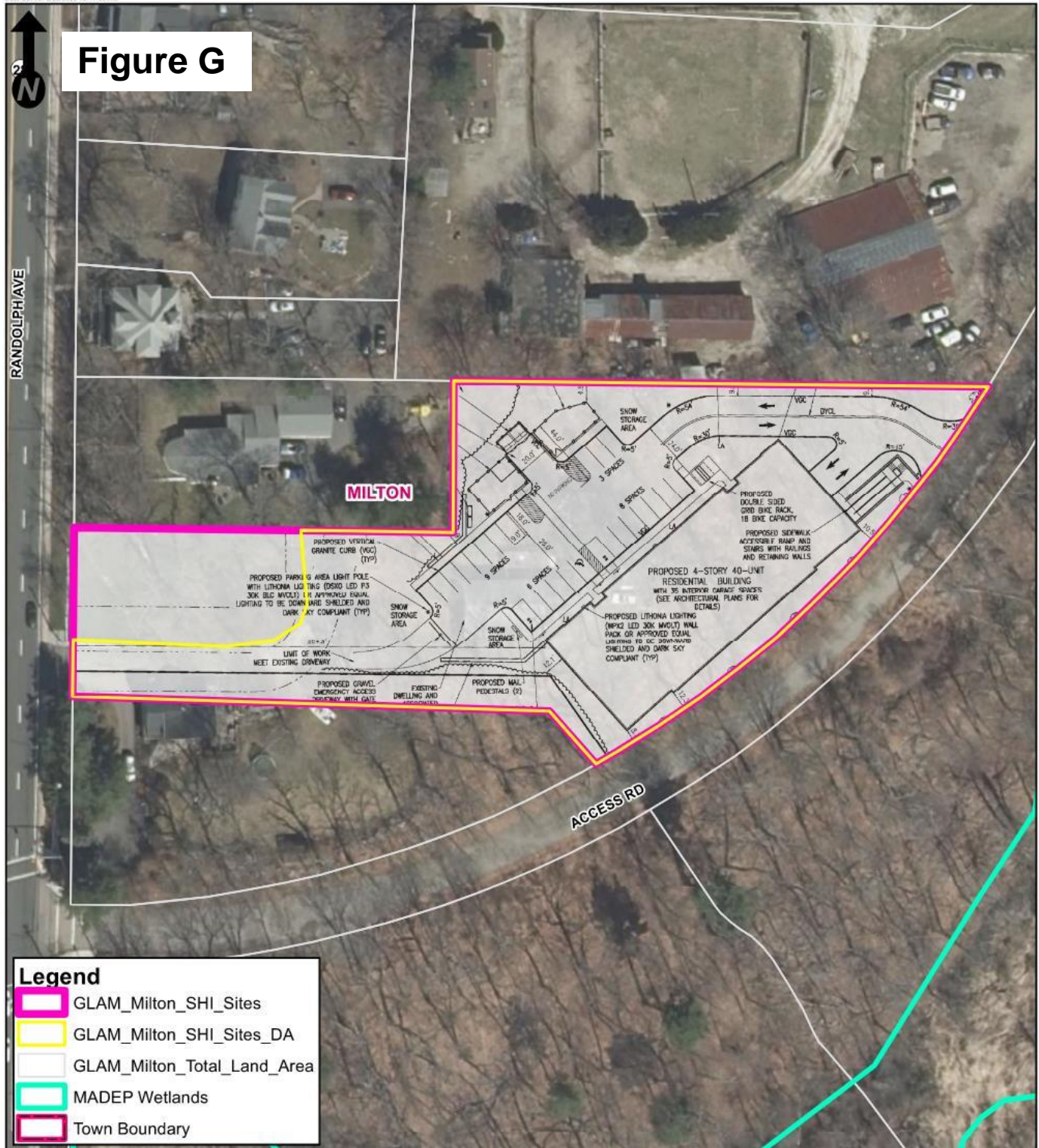
Town of Milton General Land
Area Minimum (GLAM) Report



File Location: \\bsc\work\GIS\WORLD\GIS\7300\Output\Map\GLAM_Milton_8.5x11_Sites_Proposed_DA.mxd
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Date Saved: 02/23/2023 10:14:30 AM



File Location: \\bsc\corporate\GIS\WORLD\GIS\PH\817300\Output\Map\817300\Report\Map\GLAM_Milton_8.5x11_SHI_Sites_Proposed_DA.mxd
Date Saved: 2/23/2023 10:11:20 AM



Scale:

1 inch = 50 feet

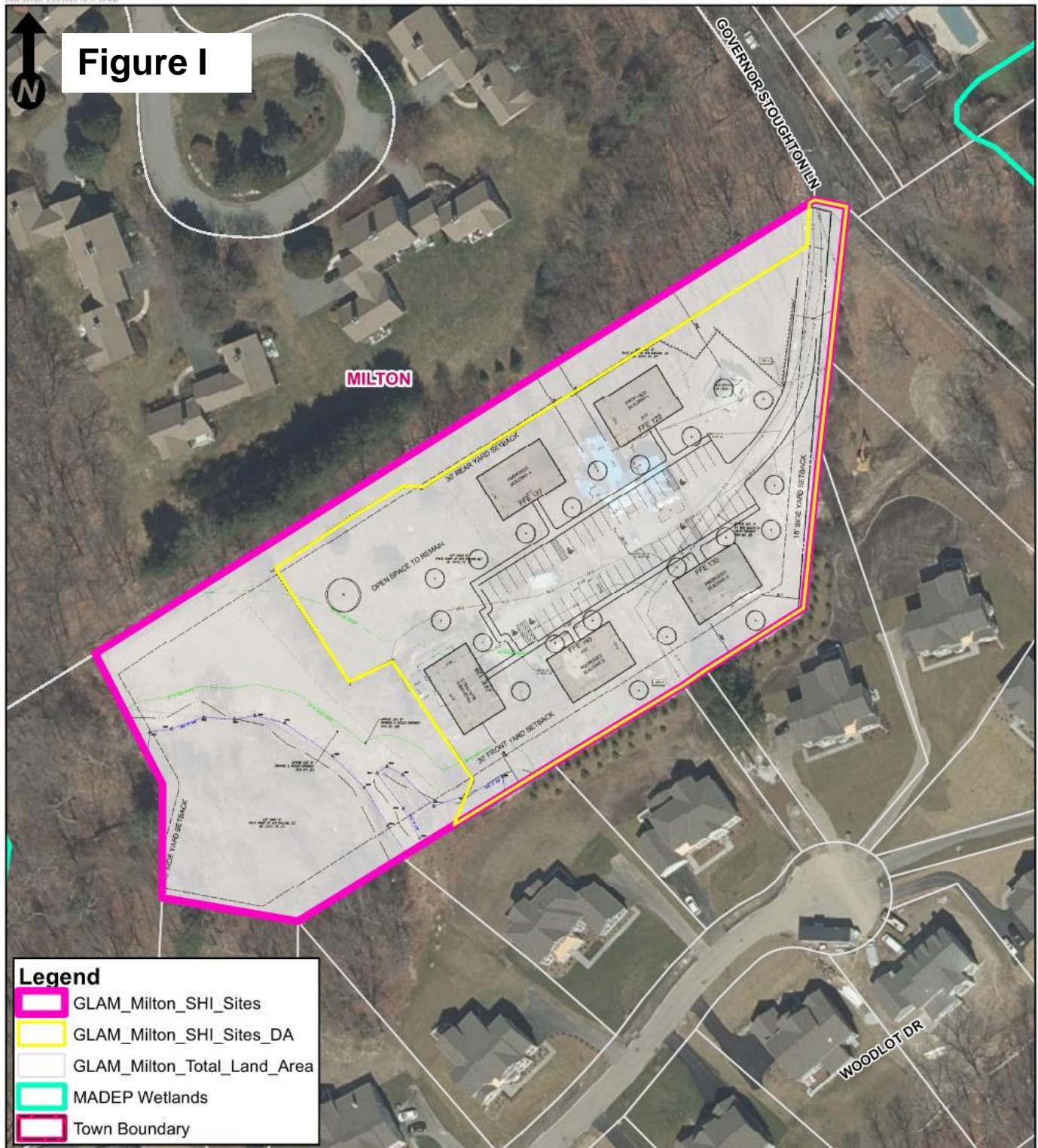
0 25 50
Feet

25 BASSETT ST
DHCD ID#: 10766

Town of Milton General Land Area Minimum (GLAM) Report



File Location: \\bscbox\work\GIS-WOR\GIS\py817360\Output\Map\Map\Report\Map\GLAM_Milton_8.5x11_SHI_Sites_Proposed_DA.mxd
Date Saved: 2/27/2023 10:16:30 AM



Scale:

1 inch = 100 feet

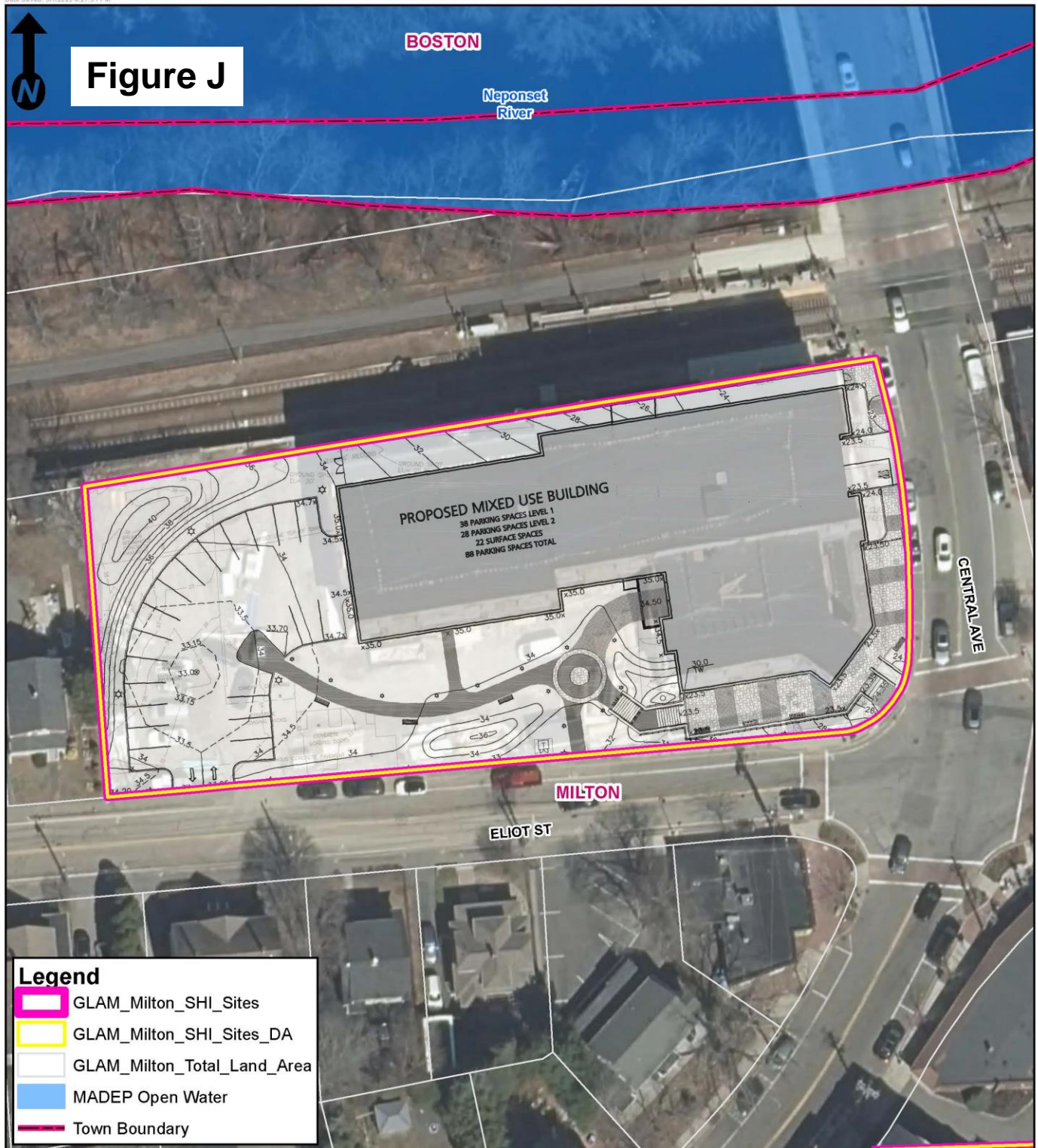
0 50 100
Feet

165 GOV. STOUGHTON LN
DHCD ID#: N/A

Town of Milton General Land
Area Minimum (GLAM) Report



File Location: \\boston\work\GIS-WORK\GIS\Pj6117300\Output\Maps\MXD\Report\Map\GLAM_Milton_8.5x11_SHI_Sites_Proposed_DA.mxd
Date Saved: 3/1/2023 4:27:31 PM



Scale:

1 inch = 50 feet

0 25 50
Feet

131 ELIOT ST
DHCD ID#: N/A

Town of Milton General Land
Area Minimum (GLAM) Report

