

**SCOPE OF WORK****Project Scope Summary**

The Metropolitan Area Planning Council (MAPC) will provide analysis and visualization services to explore zoning modifications, specifically variations in maximum height, at 59 Walden Street near Concord Center.

**Project Context**

The existing office building at 59 Walden Street has been vacant for some time. The owner has been seeking zoning changes to improve the ability to lease the space or redevelop the property. The surrounding neighbors, including the Friends of Historic Walden Street, have expressed concern for zoning modifications, specifically new uses, as they may lead to unintended consequences and impact the role of zoning transition and buffer that this property performs between Concord Center and the historic Walden Street neighborhood. Another zoning modification under consideration is increasing the allowable building height. This change would need to be better understood in terms of its consequences and impacts. The exploration of modifying maximum building height as described in *Project Outcomes* below will be used to advance the conversation around this property by providing more information on the potential visual impacts and implications for redevelopment for this particular zoning modification.

**Project Outcomes**

MAPC will provide focused professional services for the following tasks to explore zoning modifications to the dimensional characteristics of the property at 59 Walden Street:

- Create a three-dimensional digital diagram of the existing property at 59 Walden Street and the immediate surrounding context (approximate radius of 200 feet around the property). This would include parcel boundaries, buildings, paved areas, and trees on the properties at 59 Walden Street, 69 Walden Street, 77 Walden Street, 51 Walden Street, 33 Walden Street, 82 Walden Street, 74, Walden Street, and 54 Walden Street. Existing building heights will be approximated using information and photographs available online (e.g. assessor's property information and Google street view).
- Create three-dimensional digital diagrams of variations in potential maximum height. In addition to the existing building, at 59 Walden Street, (2) two possible variations in new building height will be drawn as a three-dimensional diagram. One new building height at 27 ½ feet (the current height limitation of existing zoning for Limited Business #2 at 59 Walden Street) and another at 35 feet. The Zoning Bylaw defines height measured as the vertical distance from the mean ground level of each side of the building to either the highest point of the exterior in the case of a flat roof or to the mean average finished grade between the plate and the ridge in the case of a pitched roof. Each height would be drawn with both a flat roof and a pitched roof.
- Create a PowerPoint presentation showing the results of the visualizations
- Attend (1) meeting and present the results of the visualizations.

**Partners and Responsibilities**

MAPC will work with the Town of Concord Planning Division to coordinate this work. The following aspects of coordination would be the responsibility of the Town:

- Coordinating the transmittal of GIS information to provide current shape files of the area of study for use as the base for three-dimensional digital modeling.
- Review draft work plan, visualizations and draft products to provide feedback and any additional information that would assist in the completion of the work.
- Provide the public notice, outreach and advertisement of the meeting MAPC would be a part of to present this work and discuss with stakeholders.

## PROJECT WORK PLAN

### Task 1: Existing Conditions

**Subtask 1.1 Initial Coordination** – Initial phone call and/or email exchange to confirm scope of work and details of the approach and to coordinate the exchange of GIS base information.

**Subtask 1.2 Existing Conditions** – Creating a base digital model of the existing conditions of the subject property and surrounding context (approximate radius of 200 feet around the property). This would include parcel boundaries, buildings, paved areas, and trees on the properties at 59 Walden Street, 69 Walden Street, 77 Walden Street, 51 Walden Street, 33 Walden Street, 82 Walden Street, 74, Walden Street, and 54 Walden Street.

**Meetings:** (1) Coordination Call with Town Staff

**Deliverables:**

- 3-D digital diagram of existing property and surrounding context

**Timeline:**

1 week

**Task Estimate**

**(Fee and direct costs)**

\$750

**Task Level of Effort**

**(Estimate of Hours)**

7.5

### Task 2A: Variations in Potential Height

**Subtask 2A.1 Developing Height Variations** – Potential maximum heights of 27 ½ feet and 35 feet will be tested with a diagram for both a flat roof and pitched roof redevelopment. For each variation a bird's eye view, street view, and building section will be created.

**Subtask 2A.2 Selecting Views** – For each variation in height, (1) bird's eye overview, (1) street view, and (1) building section will be provided. The views will be created with simple building massing models that depict roof forms, window patterns, and simple color variations (see attached example from the Town of Holbrook).

**Meetings:** (1) Coordination Call with Town Staff

**Deliverables:**

- (2) sets of visualizations with (3) views for each set

**Timeline:**

2 weeks

**Task Estimate**

**(Fee and direct costs)**

\$1,500

**Task Level of Effort**

**(Estimate of Hours)**

15

### Task 2B: Variations in Other Characteristics (OPTIONAL)

**Subtask 2B.1 Analyzing Other Variations** – The interplay between building height and other dimensional requirements may also be important to consider for redevelopment potential. Specifically, the open space requirements and parking requirements may impact the ability to achieve a maximum building height on a property. This optional task would select two possible variations for parking requirements from the current requirement and two possible variations in open space requirements from the current requirement, for a total of up to (6) possible variations.

**Subtask 2B.2 Selecting Views** – For each variation, (1) bird's eye overview, (1) street view, and (1) building section will be provided. The views will be created with simple building massing models that depict roof forms, window patterns, and simple color variations (see attached example from the Town of Holbrook).

**Meetings:** none

**Deliverables:**

- Up to (6) sets of visualizations with (3) views for each set

**Timeline:**

2 weeks

**Optional Task Estimate**  
**(Fee and direct costs)**  
 \$3,000

**Optional Task Level of Effort**  
**(Estimate of Hours)**  
 30

**Task 3: Presentation**

**Subtask 3.1 Presentation** – MAPC will prepare a PowerPoint presentation showing the results of the three-dimensional model and visualizations. MAPC will present this information at a meeting to be determined by the Town of Concord. It is anticipated that this presentation will be given as part of an agenda of a standing town board or committee, such as part of a Planning Board meeting.

**Meetings:** (1) Meeting (To be determined by Town of Concord)

**Deliverables:**

- PowerPoint presentation of visualizations

**Timeline:**

1 week

**Task Estimate**  
**(Fee and direct costs)**  
 \$650

**Task Level of Effort**  
**(Estimate of Hours)**  
 6

**TOTAL FEE**

All task fees and direct costs are estimated at a total of **\$2,900** (not including Optional Task 2B)  
 Total level of effort is estimated at **28.5 hours** (not including Optional Task 2B)

If the Optional Task 2B is included the task fees and direct costs are estimated to total **\$5,900**  
 Total level of effort including Optional Task 2B is **58.5 hours**

**SCOPE APPROVAL**

Please sign below and return an executed copy to MAPC.

\_\_\_\_\_  
 Town of Concord

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Metropolitan Area Planning Council (MAPC)

\_\_\_\_\_  
 Date

**Example bird's eye overview**



**Example street view**

