# Large Project Review

### Introduction

Benefits of Large Project Review

- thorough review process, managed by the Boston Planning & Development (BPDA's) Development Review staff, that enables the development of large or special projects which do not fit the existing zoning code but will create significant jobs, housing, or tax revenue
- Professional design review by BPDA staff and Boston Civic Design Commission (BCDC) experts, ensuring that new buildings complement
   existing urban fabric Opportunities for community participation and feedback throughout the review process
- Negotiated community benefits



### **Development Review Stages**

## **Pre-filing Meeting**

PNF

Conversations begin before the Letter of Intent (LOI) is filed. Prospective developers meet with BPDA and City of Boston (COB) staff to outline project intentions and conceptual design, and BPDA staff inform the developers about the Article 80 process. Letter Of Intent Letter of Intent Filed – The filing of this document formally initiates the Article 80 process. The LOI outlines the basic details of the project, including developer, address, intended use, and approximate project size. Impact Advisory Group (IAG) Formed – IAGs are appointed groups of community representatives who review the local impacts of large projects and related mitigation possibilities. Up to 15 members are nominated by local officials. The frequency of the IAG meetings varies with the complexity of the Article 80 project. **Under Review** out the project B staff, T

# veloper Meetin

SPDA Developer Meetings During the 30-day comment period, the developer will continue to meet with BPDA aff and COB departments to discuss the project and potential impacts.

ut the project and its potential impacts. Developers meet frequently with BPDA and 3 staff. The review process offers multiple opportunities for community feedback, uding a public meeting and formal comment periods. The process is iterative and

Project Notification Form (PNF) Filed – Filing Project Notification Form (PNF) Filed – Filing the PNF initiates active review of the project and a 30-day public comment period. PNFs include a project summary and renderings, transportation analysis, and environmental impact analysis. It must also indicate the project's ability to achieve LEED Certification (as of 2006), a Climate Change Preparedness and Resiliency Checklist (2013), and an Accessibility Checklist (2014).

PNF Distribution to COB, City and State Agencies, and the IAG – The BPDA sends the PNF to City and State Agencies, local elected officials, and others. These agencies, the IAG and all interested stakeholders comment during the 30-day public comment period. ţ

1

# ping Session – Scoping sessions are the cial project review "kickoffs" and discussions, include the developer, BPDA staff, interested and State Agencies, and the IAG. All icipants review the PNF prior to the Scoping

TII IAG-Developer Meeting – Developers meet with the IAG prior to hosting a community h the IAG prior to hosting a community eting to discuss project impacts and pos igation and/or community benefits. Mitigation often relates to infrastructure and public realm improvements. Community benefits typically involve funding for 111

Community Meeting – The developer presents the project proposal to the community, during the 30-day public comment period. Developers may meet with community groups prior to this 

bston Civic Design Commission (BCDC) eview – Projects ≥100,000 square feet are viewed by BCDC for impacts on the public BCDC is composed of professional eer architects and meets monthly. I r is advisory, but BCDC approval is

### ng Determination Issued - If the

Scop Scoping Determination Issued – If the comments and meetings demonstrate that the PNF has adequately addressed potential impacts and mitigation, the project will proceed to the BPDA Board for approval and issuance of a Scoping Determination Waiving Further Review. If the BPDA finds that the PNF does not adequately address impacts and mitigation, the DBDA



Scoping Determination and usually includes further study, analysis, mitigation, and community benefits. The DPIR follows the same BPDA and public review process as the PNF, with a public comment period running for 30, 45, or 75 days depending on project size and location.

#### **Final Project Impact**

FPIR

Report (FPIR) Filed – This document addresses impacts and issues raised by the PAD, and usually includes further study, analysis, mitigation and community benefits. Projects rarely reach FPIR, generally they are approved or leave the process by this point. This follows the same BPDA and public review process as the DPIR, with a 30, 45, or 75-day comment period

#### Preliminary Adequ icy Determination (PAD)

Issued – The Adequacy Determination declares whether the DPIR adequately addresses and mitigates the impacts raised by the Scop ing Determination. If the DPIR is found adequate, the project may proceed to the

Adequacy Determination (AD) Issued – The Adequacy Determination declares whether the FPIR adequately addresses and mitigates the impacts raised by the PAD. If the FPIR is found adequate, the project may proceed to the BPDA Board and will be recommended for approval.

BPDA will issue a Scoping Determination requiring supplemental information repre-by the Draft Project Impact Report (DPIR).

Approved or DPIR

BPDA Board for approval. If the DPIR is found inadequate, the BPDA will issue a PAD requiring further information

#### Approved or FPIR

If the FPIR is found inadequate, the BPDA will terminate project review at this stage.

Approved

#### **Board Approved**

Following BPDA and community review, projects must be formally voted on and approved by the BPDA Board. Most often, approval is conditional on ongoing design review. BPDA Board meetings occur monthly. Four of the five board members are appointed by the Mayor and confirmed by the City Council. One member is appointed by the Carvora.

- Article 80 Documents Signed A number of written agreements ensure that all mitigations and community benefits are appropriately recorded.
  Cooperation Agreement This document details mitigations and community benefits to be provided by the developer. IAGs have 15 days to review draft Cooperation Agreements before execution.
  Affordable Housing Agreement Developers may be required to designate a certain percentage of built housing units as affordable through Inclusionary Development
- Development. Boston Residents Jobs Policy A certain percentage of construction jobs created by a project must be filled by Boston residents. Development Impact Project Agreement (Linkage Payments) Office developments may be required to pay into a "linkage" fund towards housing and

Zoning Board of Appeal (ZBA) or Zoning Commission - Projects seeking variance for height, density, setbacks, parking, etc. will require approval from the Zoning Boa Appeal, Projects larger than one acre using Planned Development Areas (PDAs) will ing Board of require approval from the Zoning Commission.

The BPDA Article 80 process concludes upon developer receipt of Certification of Compliance, Article 80 Documents, and stamped construction drawings.

#### **Inspectional Services Department (ISD) Permitting**

#### **Under Construction**

As buildings are constructed, the BPDA Compliance department monitors that developers are complying with the Boston Residents Jobs Policy and along with mitigation and community benefits outlined in the Cooperation Agreement.

#### Construction Complete

Once construction is complete, the developer receives a Certification of Completion from the BPDA.

