

Boston Zoning Code Article 25A Coastal Flood Resilience Review Procedures and Submittal Requirements LARGE PROJECTS

This document outlines requirements related to project performance and documentation and the role of Article 25A Resilience Review. Please see Boston Zoning Code [Article 25A Coastal Flood Resilience Overlay District](#) (Article 25A) and the [Coastal Flood Resilience Design Guidelines](#) (Design Guidelines) for more information.

Resilience Review occurs in two phases which coincide with the Boston Planning & Development Agency's (BPDA) Article 80B Large Project Review process and Inspectional Services Department's (ISD) permitting process: the Initial Filing, and Design/Building Permit Filing. The following describes each review phase, required documentation, and corresponding review and regulatory actions. **All documents must include the project name, address, date, and page numbers. All filings are to be digital.**

LARGE PROJECT - INITIAL FILING

The following documentation is to be submitted with the first formal submission or substantive project change including a Project Notification Form (PNF), Expanded PNF, Notice of Project Change (NPC), draft or approved Planned Development Area (PDA) Development Plan (DP), Institutional Master Plan Project Notification Form (IMPNF), or similar filing. The Resilience Review approval will be included as an addendum to the Urban Design Letter of Approval.

- Documentation

Please include a [Climate Resilience](#) section within the initial filing. The following must be a part of this section; all elements are understood to be preliminary;

- Resilience Narrative

This section should outline the project's approach to climate resilience, and include the following information as applicable. This information should tie into the Climate Resilience Checklist Report (Resilience Report) and relate directly to the Design Guidelines

- Sea Level Rise Base Flood Elevation and Design Flood Elevation (DFE) listed in Boston City Base (BCB)
- Finished floor heights of the lowest occupiable floor, building entries and ground floor spaces listed in BCB
- Resilience strategies regarding building form and access, including any accessibility and streetscape considerations
- Critical building systems locations and protection strategies
- Wet or dry floodproofing strategies
- Integration with district scale solutions
- Landscape and project site strategies

- **Climate Resilience Checklist Report (Resilience Report)**

The Resilience Report provides a framework for considering present and future climate conditions in the project planning and design. The Resiliency Report is to be completed online with a copy of the Resiliency Report included in the filing. This is also part of the Article 37 submission requirements.

- **BPDA Scoping Session**

All relevant key practice areas of the project team should be represented at the Scoping Session. The team should describe its approach to integrated project planning, design, and construction and preliminary green building, sustainability, climate resilience strategies, and planned outcomes for the proposed project.

- **Climate Resilience Review**

The Resilience Reviewer will review the submitted documents to determine whether the proposed project will be consistent with Article 25A and the Design Guidelines. The Resilience Reviewer will provide comments and may request additional information. Comments, requests, and consistency determination will be provided to the Proponent through the BPDA Project Manager.

LARGE PROJECT - DESIGN/BUILDING PERMIT FILING

The following documents should be submitted to the project's BPDA Project Manager at the conclusion of project design and in conjunction with seeking BPDA Final Design Approval, but prior to applying to ISD for the Building Permit. This should happen in tandem with documentation submission for IGBC review. The Resilient Review approval will be included as an addendum to the Urban Design Letter of Approval.

- **Documentation**

Provide the following, as part of the Urban Design filing, for Climate Resilience Review:

- Updated Resilience Report as part of the Article 37 filing
- Drawings – site plan, complete set of floor plans, building section, elevations, exterior materials, and any drawings or details pertaining to floodproofing
 - Drawings must include finished floor height of all ground floor spaces noted in Boston City Base (BCB) and clear documentation regarding wet or dry floodproofing strategies at any spaces below the DFE.

- **Climate Resilience Review**

The Resilience Reviewer will review the submitted documents to determine whether the proposed project will be consistent with Article 25A and the Design Guidelines. The Resilience Reviewer will provide comments and may request additional information. Comments, requests, and consistency determination will be provided to the Proponent through the BPDA Project Manager.

The Climate Resilience Review will not begin its review until a submission is complete. Incomplete submissions are likely to delay approval.

For more information please contact your BPDA project manager or Climate Change & Environmental Planning staff:

[Chris Busch](#), Assistant Deputy Director for Climate Change and Environmental Planning
Amber Galko, Senior Resilience Reviewer

Boston Zoning Code Article 25A Coastal Flood Resilience Review Procedures and Submittal Requirements SMALL PROJECTS

This document outlines requirements related to project performance and documentation and the role of Article 25A the BPDA Climate Change and Environmental Planning Resilience Review. Please see Boston Zoning Code [Article 25A Coastal Flood Resilience Overlay District](#) (Article 25A) and the [Coastal Flood Resilience Design Guidelines](#) (Design Guidelines) for more information.

Resilience Review occurs in two phases which coincide with the Boston Planning & Development Agency's (BPDA) Article 80E Small Project Review process and Inspectional Services Department's (ISD) permitting process: the Initial Filing, and Design/Building Permit Filing. The following describes each review phase, required documentation, and corresponding review and regulatory actions. **All documents must include the project name, address, date, and page numbers. All filings are to be digital.**

SMALL PROJECT - INITIAL FILING

The following documentation is to be submitted with the first formal submission or substantive project change including a Small Project Review Application or similar filing. The Resilience Review approval will be included as an addendum to the Urban Design Letter of Approval.

- Documentation

Provide the following, as part of the initial filing, for Climate Resilience Review:

- Resilience Narrative - This section should outline the project's approach to climate resilience, and include the following information as applicable:
 - Sea Level Rise Base Flood Elevation and Design Flood Elevation (DFE) listed in Boston City Base (BCB)
 - Finished floor heights of the lowest occupiable floor, building entries and ground floor spaces listed in BCB
 - Resilience strategies regarding building form and access, including any accessibility and streetscape considerations
 - Critical building systems locations and protection strategies
 - Wet or dry floodproofing strategies
 - Integration with district scale solutions
 - Landscape and project site strategies
- Drawings – site plan, complete set of floor plans, building section, elevations
 - Drawings must include finished floor height of all ground floor spaces noted in Boston City Base (BCB) and clear documentation regarding wet or dry floodproofing strategies at any spaces below the DFE.

- Climate Resilience Review

The Resilience Reviewer will review the submitted documents to determine whether the proposed project will be consistent with Article 25A and the Design Guidelines. The Resilience Reviewer will provide comments and may request additional information. Comments, requests, and consistency determination will be provided to the Proponent through the BPDA Project Manager.

SMALL PROJECT - DESIGN/BUILDING PERMIT FILING

The following documents should be submitted to the project's BPDA Project Manager at the conclusion of project design and in conjunction with seeking BPDA Final Design Approval, but prior to applying to ISD for the Building Permit. The Resilient Review approval will be included as an addendum to the Urban Design Letter of Approval.

- Documentation

Provide the following, as part of the Urban Design filing, for Climate Resilience Review:

- Drawings – site plan, complete set of floor plans, building section, elevations, exterior materials, and any drawings or details pertaining to floodproofing
 - Drawings must include finished floor height of all ground floor spaces noted in Boston City Base (BCB) and clear documentation regarding wet or dry floodproofing strategies at any spaces below the DFE.

- Climate Resilience Review

The Resilience Reviewer will review the submitted documents to determine whether the proposed project will be consistent with Article 25A and the Design Guidelines. The Resilience Reviewer will provide comments and may request additional information. Comments, requests, and consistency determination will be provided to the Proponent through the BPDA Project Manager.

The Climate Resilience Review will not begin its review until a submission is complete. Incomplete submissions are likely to delay approval.

For more information please contact your BPDA project manager or Climate Change & Environmental Planning staff:

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