



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

Office of the Mayor

May 12, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Eliud Alcalá to the Council on Aging Board for a three-year term to expire March 1, 2023. Mr. Alcalá will fill the remainder of the term of Julie Carver, who has stepped down from the board. Please join me in thanking Ms. Carver for her dedicated service to our community, to Salem's older adults, and to our Council on Aging.

For the last eight years Mr. Alcalá has served as a business engagement specialist for the Executive Office of Labor and Workforce Development. Prior to that he worked as a human resources coordinator for Bridgewell. Mr. Alcalá holds a doctorate in Family Counseling from Universidad Nuestro Pacto Internacional and a Master's in Theology and Family Counseling from Miami International Seminary. He is a volunteer with the Make-a-Wish Foundation and a board member of the Lynn Hispanic Scholarship Fund, Neighbor to Neighbor, and the Lynn Community Health Center.

I strongly recommend confirmation of Mr. Alcalá's appointment to the board. We are fortunate that he is willing to serve our community in this important role and lend his dedication and insights to the board and its work.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

May 12, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, John Boris of 5 Bedford Street to the Housing Authority for a term of 5 years to expire May 24, 2027.

I recommend confirmation of this reappointment and ask that you join me in thanking Mr. Boris for his continued dedicated service and commitment to our community.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

May 12, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Lynda Coffill of 56 Bellevue Avenue to the Council on Aging for a term of 3 years to expire May 23, 2025.

I recommend confirmation of this reappointment and ask that you join me in thanking Ms. Coffill for her continued dedicated service and commitment to our community.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

May 12, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Darleen Melis of 115 Federal Street to the Tree Commission for a term of 3 years to expire May 23, 2025.

I recommend confirmation of this reappointment and ask that you join me in thanking Ms. Melis for her continued dedicated service and commitment to our community.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

May 12, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Naomi Cottrell of 55 Warren Street to the Tree Commission for a term of 3 years to expire May 23, 2025.

I recommend confirmation of this reappointment and ask that you join me in thanking Ms. Cottrell for her continued dedicated service and commitment to our community.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

Ordered:

May 12, 2022

That the sum of Eighteen Thousand Dollars (\$18,000.00) is hereby transferred from the Building Department's "FT Salaries" account (12411-5111) to the Building Department's "Electricity" account as provided below to cover payment associated with electric bills for April, May, and June 2022 for City Hall, City Hall Annex, and the Council on Aging, in accordance with the recommendation of Her Honor the Mayor.

Description	Fund	Amount
Electricity	11962-5211	\$ 18,000
		\$ 18,000



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

May 12, 2022

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:


Enclosed herewith is a request to transfer Eighteen Thousand Dollars (\$18,000.00) from the Building Department's "FT Salaries" account (12411-5111) to the Building Department's "Electricity" account.

Description	Fund	Amount
Electricity	11962-5211	\$18,000.00

This transfer is to cover payment associated with electric bills for April, May, and June 2022 for City Hall, City Hall Annex, and the Council on Aging.

I recommend passage of the accompanying Order.

Very truly yours,


Kimberley Driscoll
Mayor



KIMBERLEY DRISCOLL
MAYOR

CITY OF SALEM, MASSACHUSETTS

BUILDING DEPARTMENT
98 WASHINGTON STREET, 2ND FLOOR
TEL. (978) 745-9595

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTY/BUILDING COMMISSIONER

April 19, 2022

Mayor Kimberley Driscoll
City of Salem
93 Washington Street
Salem, MA 01970

Dear Mayor Driscoll,

I am requesting funds from the Payroll account (12411-5111) be transferred to fund the Electricity account (11962-5211). Additional funds of \$18,000 are needed to cover the electric bills for City Hall, City Hall Annex and Council on Aging for the balance of this fiscal year.

Attached is the completed Budget Transfer Request Form for your review and approval.

Thank you for your attention in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas St. Pierre", is written over a horizontal line.

Thomas St. Pierre
Director of Inspectional Services

Enclosure

CITY OF SALEM - Finance Department

Free Cash, W & S R/E, R/Res & Budget Transfer Request Form

From: Inspectional Services
Department


Department Head Authorizing Signature

April 14, 2022
Date

Budget or R/Res

Budget Amt: \$61,600

Transfers To : 11962-5211
(Org/Object)

Desc: Electricity

Balance: \$1,422.87

From : 12411-5111

Desc: Personnel

Budget Amt: \$613,049.00

Balance: \$174,685.62

(*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)

Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

Free Cash or To : _____
Retained Earnings (W/S) (Org/Object)

Desc: _____

Budget Amt: _____

Balance: _____

Raise & Appropriate

Please circle one

Amount Requested: \$ 18,000.00

Reason (Be Specific) Additional funds requested to cover City Hall, City Hall Annex, and Council on Aging electric bills for April, May and June of 2022.

For Finance Department and Mayor's Use Only:

☒ Budget Transfer

☐ Mayor Approval

☐ City Council Approval

☐ Free Cash Appropriation - City Council Approval - Gen Fund \$ _____

Free Cash Balance

☐ R/E Appropriation - Water \$ _____

R/E Balance

☐ R/E Appropriation Sewer \$ _____

R/E Balance

☐ Receipts Reserve - City Council Approval

\$ _____

R/Res Fund Balance

☐ Raise & Appropriate

☐ Other 

Recommendation: ☒ Approved ☐ Denied

Finance Director

Completed: Date: _____ By: _____ CO # _____ JE#: _____ Transfer #: _____



CITY OF SALEM

In City Council,

Ordered:

May 12, 2022

That the sum of Eight Thousand Dollars (\$8,000.00) is hereby transferred and appropriated from the Receipts Reserved funds listed below to the Department of Public Services Burial Account (14112-5383) in accordance with the recommendation of Her Honor the Mayor.

From		To		Amount
2430-4800	R/Res Sale of Lots	14112-5383	DPS Burial	\$ 4,000.00
2431-4800	R/Res Sale of Vaults	14112-5383	DPS Burial	4,000.00
Total				\$ 8,000.00



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

May 12, 2022

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Eight Thousand Dollars (\$8,000.00) from the "Receipts Reserved" funds listed below to the Department of Public Services Burial Account (14112-5383).

FROM			TO	AMOUNT
2430-4800	R/Res Sale of Lots	14112-5383	DPS Burial	\$ 4,000.00
2431-4800	R/Res Sale of Vaults	14112-5383	DPS Burial	\$ 4,000.00
Total:				<u>\$8,000.00</u>

This appropriation is necessary to purchase burial boxes for burial services for the cemetery.

I recommend passage of the accompanying Order.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Kim Driscoll", is written over the printed name.

Kimberley Driscoll
Mayor



KIMBERLEY DRISCOLL
MAYOR

DAVID KNOWLTON P.E.
DIRECTOR OF PUBLIC SERVICES

CITY OF SALEM, MASSACHUSETTS

DEPARTMENT OF PUBLIC SERVICES

5 JEFFERSON AVENUE - FACILITY LOCATION
98 WASHINGTON STREET - MAILING ADDRESS
SALEM, MASSACHUSETTS 01970

TEL. (978) 744-3302
FAX (978) 744-6820
DKNOWLTON@SALEM.COM

April 22, 2022

The Honorable Mayor Kimberly Driscoll
City of Salem
93 Washington Street
Salem, Massachusetts 01970

Subject: Burial Services for Q4 FY22

Dear Mayor Driscoll,

We respectfully request an appropriation of funds in the amount of Eight Thousand, (\$8,000) from the following account:

24301-4800: Sale of Lots – \$4,000
24311-4800: Sale of Vaults - \$4,000

to be transferred into the Public Service Burial Services line – 14112-5383. This appropriation will allow for the burial services and operations for the fourth quarter of Fiscal year 2022.

Respectfully yours,

A handwritten signature in black ink, appearing to read "David Knowlton".

David Knowlton
Director of Public Services

Cc: Anna Freedman
Robert LeBlanc
File Copy

Department **CITY OF SALEM - Finance Department**
Free Cash, W/S, R/E, & Budget Transfer Request Form

From: DPS Department [Signature] Department Head Authorizing Signature 4/25/22 Date

Budget or R/Res Transfers To: 14112-5383 (Org/Object) Desc: Bural Services Budget Amt: 12,506.94 Balance:

From: 24301-4800 Desc: Sale of lots Budget Amt: 1 Balance: 14,293
 (*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)

Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

Free Cash or Retained Earnings (W/S) (Org/Object) To: _____ Desc: _____ Budget Amt: _____ Balance: _____
 Raise & Appropriate
 Please circle one

Amount Requested: \$ 4,000
 Reason (Be Specific) Transfer needed for Bural Services
@ Cemetery

For Finance Department and Mayor's Use Only:

☐ Budget Transfer ☐ Mayor Approval ☐ City Council Approval
☐ Free Cash Appropriation - City Council Approval - Gen Fund \$ _____ Free Cash Balance
☐ R/E Appropriation - Water \$ _____ R/E Balance ☐ R/E Appropriation Sewer \$ _____ R/E Balance
☒ Receipts Reserve - City Council Approval \$ _____ R/Res Fund Balance
☐ Raise & Appropriate ☒ Other Sale of lots transfer

Recommendation: ☒ Approved ☐ Denied [Signature] Finance Director

Completed: Date: _____ By: _____ CO# _____ JEN: (C) + _____ Transfer #: Completed

CITY OF SALEM - Finance Department

Free Cash, W & S R/E, R/Res & Budget Transfer Request Form

From: DPS
Department

[Signature]
Department Head Authorizing Signature

4/24/22
Date

Budget or R/Res Transfers

To: 14112-5383
(Org/Object)

Desc: Burial Services

Budget Amt: _____
Balance: 12,506.94

From: 024311-4800

Desc: Sale of vaults

Budget Amt: _____
Balance: 9476.39

(*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)

Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

Free Cash or To: _____

Desc: _____

Budget Amt: _____
Balance: _____

Retained Earnings (W/S) (Org/Object)

Raise & Appropriate
Please circle one

Amount Requested:

\$ 4000

Reason (Be Specific)

Transfer needed for Burial Services @ Cemetery

For Finance Department and Mayor's Use Only:

_____ Budget Transfer _____ Mayor Approval _____ City Council Approval

_____ Free Cash Appropriation - City Council Approval - Gen Fund \$ _____
Free Cash Balance

_____ R/E Appropriation - Water \$ _____
R/E Balance

_____ R/E Appropriation Sewer \$ _____
R/E Balance

☒ Receipts Reserve - City Council Approval

\$ _____
R/Res Fund Balance

_____ Raise & Appropriate

☒ Other Sale of vaults transfer

Recommendation: ☒ Approved _____ Denied

[Signature]
Finance Director

Completed: Date: _____ By: _____ CO # _____ JE #: _____ Transfer #: _____



CITY OF SALEM

In City Council,

Ordered:

May 12, 2022

That the sum of Three Thousand Dollars (\$3,000.00) is hereby transferred from the Elections and Registrations Department's "Seasonal Election Workers" account (11621-5118) to the Elections and Registrations Department's "Voting Machine Services" account as provided below to cover payment associated with replacing a damaged ballot drop box in accordance with the recommendation of Her Honor the Mayor.

Description	Fund	Amount
Voting Machine Services	11622-5386	\$ 3,000.00
		\$ 3,000.00



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

May 12, 2022

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is an order for Three Thousand Dollars (\$3,000.00) from the "Elections and Registration" Seasonal Election Workers" account (11621-5118) to the Elections and Registrations Departments' "voting Machine Services" account.

Description	Fund	Amount
Voting Machine Services	11622-5386	\$3,000.00

This request is necessary to cover the cost of a damaged ballot drop box.

I recommend passage of the accompanying Order.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kim Driscoll", is written over a horizontal line.

Kimberley Driscoll
Mayor

CITY OF SALEM – Finance Department

Free Cash, W & S R/E, R/Res & Budget Transfer Request Form

From: City Clerk Department Noree Simons Department Head Authorizing Signature 4/25/06 Date

Budget or R/Res Budget Amt: 17,400
Transfers To: 116 22-5386 Desc: voting machine svcs Balance: 3128.86
 (Org/Object) electronics Budget Amt: 52,320
 From: 116 21-5118 Desc: Seasonal workers Balance: 10,916.74
 (*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)

Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

Free Cash or To: _____ Desc: _____ Budget Amt: _____
Retained Earnings (W/S) (Org/Object) Balance: _____
Raise & Appropriate
 Please circle one

Amount Requested: \$ 3,000.00

Reason (Be Specific) to cover cost of a new ballot drop box that was destroyed by a Salem Fire truck backing into the box at Fire Headquarters - Lafayette St

For Finance Department and Mayor's Use Only:

☒ Budget Transfer _____ Mayor Approval _____ City Council Approval

_____ Free Cash Appropriation – City Council Approval – Gen Fund \$ _____
 Free Cash Balance

_____ R/E Appropriation – Water \$ _____ R/E Appropriation Sewer \$ _____
 R/E Balance R/E Balance

_____ Receipts Reserve – City Council Approval \$ _____
 R/Res Fund Balance

_____ Raise & Appropriate _____ Other _____

Recommendation: ☒ Approved _____ Denied

[Signature]
 Finance Director

Completed: Date: _____ By: _____ CO # _____ JE#: _____ Transfer #: _____



CITY OF SALEM

In City Council,

Ordered:

May 12, 2022

That the sum of Two Thousand Two Hundred Fifty Dollars (\$2,250.00) is hereby transferred from the Building Department's "FT Salaries" account (12411-5111) to the Building Department's "Telephone" account as provided below to for payment of invoices for seven municipal phone lines in accordance with the recommendation of Her Honor the Mayor.

Description	Fund	Amount
Telephone	11962-5341	\$ 2,250.00
		\$ 2,250.00



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

May 12, 2022

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request to transfer Two Thousand Two Hundred Fifty Dollars (\$2,250.00) from the Building Department's "FT Salaries" account (12411-5111) to the Building Department's "Telephone" account.

Description	Fund	Amount
Telephone	11962-5341	\$2,250.00

This transfer is to cover payment for invoices for seven municipal phones lines for the balance of the Fiscal Year.

I recommend passage of the accompanying Order.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kim Driscoll", is written over the printed name.

Kimberley Driscoll
Mayor



KIMBERLEY DRISCOLL
MAYOR

CITY OF SALEM, MASSACHUSETTS

BUILDING DEPARTMENT
98 WASHINGTON STREET, 2ND FLOOR
TEL. (978) 745-9595

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTY/BUILDING COMMISSIONER

April 19, 2022

Mayor Kimberley Driscoll
City of Salem
93 Washington Street
Salem, MA 01970

Dear Mayor Driscoll,

I am requesting funds from the Payroll account (12411-5111) be transferred to fund the Telephone account (11962-5341). An additional \$2,250 is requested to cover seven municipal phone lines for the balance of this fiscal year.

Attached is the completed Budget Transfer Request Form for your review and approval.

Thank you for your attention in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas St. Pierre".

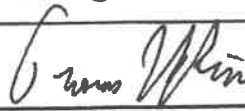
Thomas St. Pierre
Director of Inspectional Services

Enclosure

CITY OF SALEM – Finance Department

Free Cash, W & S R/E, R/Res & Budget Transfer Request Form

From: Inspectional Services
Department


Department Head Authorizing Signature

April 14, 2022
Date

Budget or R/Res

Budget Amt: \$7,800.00

Transfers

To : 11962-5341
(Org/Object)

Desc: Telephone

Balance: \$ 393.28

From : 12411-5111

Desc: Personnel

Budget Amt: \$613,049.00

Balance: \$174,685.62

(*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)

Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

Free Cash or

To : _____

Desc: _____

Budget Amt: _____

Balance: _____

Retained Earnings (W/S) (Org/Object)

Raise & Appropriate

Please circle one

Amount Requested:

\$ 2,250.00

Reason (Be Specific) Additional funds requested to cover seven municipal phone lines.

For Finance Department and Mayor's Use Only:

☒ Budget Transfer _____ Mayor Approval _____ City Council Approval

_____ Free Cash Appropriation – City Council Approval – Gen Fund \$ _____
Free Cash Balance

_____ R/E Appropriation – Water \$ _____
R/E Balance

_____ R/E Appropriation Sewer \$ _____
R/E Balance

_____ Receipts Reserve – City Council Approval

\$ _____
R/Res Fund Balance

_____ Raise & Appropriate

_____ Other _____

Recommendation: ☒ Approved _____ Denied


Finance Director

Completed: Date: _____ By: _____ CO # _____ JE#: _____ Transfer #: _____



CITY OF SALEM

In City Council, May 12, 2022

Ordered:

The City of Salem hereby accepts Section 3D of Massachusetts General Laws, Chapter 64G, subsection (a) which will allow the City to impose a community impact fee of not more than 3 per cent of the total amount of rent upon each transfer of occupancy of a professionally managed unit located within the City, with 35 per cent of such fees collected dedicated to affordable housing or local infrastructure projects. A professionally managed unit is 1 of 2 or more short-term rental units that are located in the same city or town, operated by the same operator and are not located within a single-family, two-family or three-family dwelling that includes the operator's primary residence



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

May 12, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Orders accept the necessary provisions of the Massachusetts General Laws to enable the City to collect a community impact fee (CIF) of 3.0% from two types of short-term residential rental properties:

- Professionally-Managed Units: one of two or more short-term rental units that are located in the same city or town, with the same operator so long as the unit is not in a dwelling that includes the operator's primary residence. Salem has seven such units.
- 2-family and 3-family dwellings that include the operator's primary residence. In Salem's Code these are referred to as "owner-adjacent units." Salem has approximately 80 such units.

According to state law the Council must vote separately on accepting the CIF law for each of these two types of short-term rental properties and on approving the 3.0% rate; therefore, three separate Council Orders are enclosed. Per MGL, 35% of the CIF revenues will be directed to a receipts reserved for appropriation account intended for affordable housing; this component of the law is intended to help mitigate the impact of lost long-term rental units on our overall housing portfolio. The remainder of CIF revenues are considered general fund revenues and will help offset increased costs to the City from community impacts associated with short-term residential rentals, including police, fire, and inspectors, visitor impacts and public amenities, and marketing information to encourage non-disruptive visitation.

I recommend adoption of the enclosed Orders and invite you to contact Assistant Solicitor Vickie Caldwell and Finance Director Anna Freedman should have any questions regarding them.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem

ALM GL ch. 64G, § 3D

Current through Chapter 41 of the 2022 Legislative Session of the 192nd General Court

Annotated Laws of Massachusetts > PART I ADMINISTRATION OF THE GOVERNMENT (Chs. 1 - 182) > TITLE IX TAXATION (Chs. 58 - 65C) > TITLE IX TAXATION (Chs. 58 — 65C) > Chapter 64G Room Occupancy Excise (§§ 1 — 18)

§ 3D. Community Impact Fee.

- (a) A city or town that accepts section 3A may, by a separate vote and in the same manner of acceptance as set forth in said section 3A, impose a community impact fee of not more than 3 per cent of the total amount of rent upon each transfer of occupancy of a professionally managed unit that is located within that city or town.
- (b) A city or town that votes to impose a community impact fee under subsection (a) may, by a separate additional vote and in the same manner of acceptance as set forth in section 3A, also impose the community impact fee upon each transfer of occupancy of a short-term rental unit that is located within a two-family or three-family dwelling that includes the operator's primary residence.
- (c) An operator shall pay the community impact fees imposed under this section to the commissioner at the same time and in the same manner as the excise due to the commonwealth under section 3. All sums received by the commissioner under this section as excise, penalties or forfeitures, interest, costs of suit and fines shall, not less than quarterly, be distributed, credited and paid by the state treasurer upon certification of the commissioner to the city or town. A city or town shall dedicate not less than 35 per cent of the community impact fees collected under this section to affordable housing or local infrastructure projects.

History

2018, 337, § 6, effective March 28, 2019.

Annotated Laws of Massachusetts
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CITY OF SALEM

In City Council, May 12, 2022

Ordered:

The City of Salem hereby accepts Section 3D of Massachusetts General Laws, Chapter 64G, subsection (b), which will allow the City to impose a community impact fee of not more than 3 per cent of the total amount of rent upon each transfer of occupancy of a short-term rental unit located within a two-family or three-family dwelling that includes the operator's primary residence, with 35 per cent of such fees collected dedicated to affordable housing or local infrastructure projects.



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

May 12, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Orders accept the necessary provisions of the Massachusetts General Laws to enable the City to collect a community impact fee (CIF) of 3.0% from two types of short-term residential rental properties:

- **Professionally-Managed Units:** one of two or more short-term rental units that are located in the same city or town, with the same operator so long as the unit is not in a dwelling that includes the operator's primary residence. Salem has seven such units.
- **2-family and 3-family dwellings that include the operator's primary residence.** In Salem's Code these are referred to as "owner-adjacent units." Salem has approximately 80 such units.

According to state law the Council must vote separately on accepting the CIF law for each of these two types of short-term rental properties and on approving the 3.0% rate; therefore, three separate Council Orders are enclosed. Per MGL, 35% of the CIF revenues will be directed to a receipts reserved for appropriation account intended for affordable housing; this component of the law is intended to help mitigate the impact of lost long-term rental units on our overall housing portfolio. The remainder of CIF revenues are considered general fund revenues and will help offset increased costs to the City from community impacts associated with short-term residential rentals, including police, fire, and inspectors, visitor impacts and public amenities, and marketing information to encourage non-disruptive visitation.

I recommend adoption of the enclosed Orders and invite you to contact Assistant Solicitor Vickie Caldwell and Finance Director Anna Freedman should have any questions regarding them.

Sincerely,

A handwritten signature in black ink, appearing to read "Kim Driscoll", is written over a horizontal line.

Kimberley Driscoll
Mayor
City of Salem

ALM GL ch. 64G, § 3D

Current through Chapter 41 of the 2022 Legislative Session of the 192nd General Court

Annotated Laws of Massachusetts > **PART I ADMINISTRATION OF THE GOVERNMENT (Chs. 1 - 182)** >
TITLE IX TAXATION (Chs. 58 - 65C) > **TITLE IX TAXATION (Chs. 58 — 65C)** > **Chapter 64G Room**
Occupancy Excise (§§ 1 — 18)

§ 3D. Community Impact Fee.

- (a) A city or town that accepts section 3A may, by a separate vote and in the same manner of acceptance as set forth in said section 3A, impose a community impact fee of not more than 3 per cent of the total amount of **rent** upon each transfer of occupancy of a professionally managed unit that is located within that city or town.
- (b) A city or town that votes to impose a community impact fee under subsection (a) may, by a **separate** additional vote and in the same manner of acceptance as set forth in section 3A, also impose the community impact fee upon each transfer of occupancy of a short-term rental unit that is located within a two-family or three-family dwelling that includes the operator's primary residence.
- (c) An operator shall pay the community impact fees imposed under this section to the commissioner **at** the same time and in the same manner as the excise due to the commonwealth under section 3. All sums received by **the** commissioner under this section as excise, penalties or forfeitures, interest, costs of suit and fines shall, **not less than** quarterly, be distributed, credited and paid by the state treasurer upon certification of the commissioner **to the city or town**. A city or town shall dedicate not less than 35 per cent of the community impact fees collected **under this section** to affordable housing or local infrastructure projects.

History

2018, 337, § 6, effective March 28, 2019.

Annotated Laws of Massachusetts
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End of Document



CITY OF SALEM

In City Council, May 12, 2022

Ordered:

Pursuant to Massachusetts General Law Chapter 64G, Section 3D which permits the imposition of a local community impact fee upon (a) each transfer of occupancy of a professionally managed unit located; and (b) upon each transfer of occupancy of a short-term rental unit within a two-family or three-family dwelling that includes the operator's primary residence, the City shall assess an impact fee of 3%, with 35 per cent of such fees collected dedicated to affordable housing or local infrastructure projects.



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

May 12, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Orders accept the necessary provisions of the Massachusetts General Laws to enable the City to collect a community impact fee (CIF) of 3.0% from two types of short-term residential rental properties:

- Professionally-Managed Units: one of two or more short-term rental units that are located in the same city or town, with the same operator so long as the unit is not in a dwelling that includes the operator's primary residence. Salem has seven such units.
- 2-family and 3-family dwellings that include the operator's primary residence. In Salem's Code these are referred to as "owner-adjacent units." Salem has approximately 80 such units.

According to state law the Council must vote separately on accepting the CIF law for each of these two types of short-term rental properties and on approving the 3.0% rate; therefore, three separate Council Orders are enclosed. Per MGL, 35% of the CIF revenues will be directed to a receipts reserved for appropriation account intended for affordable housing; this component of the law is intended to help mitigate the impact of lost long-term rental units on our overall housing portfolio. The remainder of CIF revenues are considered general fund revenues and will help offset increased costs to the City from community impacts associated with short-term residential rentals, including police, fire, and inspectors, visitor impacts and public amenities, and marketing information to encourage non-disruptive visitation.

I recommend adoption of the enclosed Orders and invite you to contact Assistant Solicitor Vickie Caldwell and Finance Director Anna Freedman should have any questions regarding them.

Sincerely,

A handwritten signature in black ink, appearing to read "Kim Driscoll", is written over a horizontal line.

Kimberley Driscoll
Mayor
City of Salem

ALM GL ch. 64G, § 3D

Current through Chapter 41 of the 2022 Legislative Session of the 192nd General Court

Annotated Laws of Massachusetts > PART I ADMINISTRATION OF THE GOVERNMENT (Chs. 1-182) > TITLE IX TAXATION (Chs. 58 - 65C) > TITLE IX TAXATION (Chs. 58 — 65C) > Chapter 64G Room Occupancy Excise (§§ 1 — 18)

§ 3D. Community Impact Fee.

- (a) A city or town that accepts section 3A may, by a separate vote and in the same manner of acceptance as set forth in said section 3A, impose a community impact fee of not more than 3 per cent of the total amount of rent upon each transfer of occupancy of a professionally managed unit that is located within that city or town.
- (b) A city or town that votes to impose a community impact fee under subsection (a) may, by a separate additional vote and in the same manner of acceptance as set forth in section 3A, also impose the community impact fee upon each transfer of occupancy of a short-term rental unit that is located within a two-family or three-family dwelling that includes the operator's primary residence.
- (c) An operator shall pay the community impact fees imposed under this section to the commissioner at the same time and in the same manner as the excise due to the commonwealth under section 3. All sums received by the commissioner under this section as excise, penalties or forfeitures, interest, costs of suit and fines shall, not less than quarterly, be distributed, credited and paid by the state treasurer upon certification of the commissioner to the city or town. A city or town shall dedicate not less than 35 per cent of the community impact fees collected under this section to affordable housing or local infrastructure projects.

History

2018, 337, § 6, effective March 28, 2019.

Annotated Laws of Massachusetts
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End of Document

City of Salem

In the year Two Thousand and Twenty-Two

An Ordinance to allow short-term rentals in the City of Salem.

Be it ordained by the City Council of the City of Salem, as follows:

AN ORDINANCE AMENDING THE SHORT-TERM RESIDENTIAL RENTAL ORDINANCE

Be it ordained by the City Council of Salem, as follows:

SECTION 1.

An amendment to **City of Salem Code, Ordinances, PART III, Chapter 15, SHORT-TERM RESIDENTIAL RENTALS**, as follows:

Delete the definition of “primary residence” in Section 15-2, Definitions, and replace with the following:

“Primary residence. The residential unit in which the operator resides for at least six months out of a 12-month period. Primary residence is demonstrated by showing that as of the date of registration of the residential unit, the operator has resided in the residential unit for six of the past 12 months, as demonstrated by at least two of the following: utility bill, voter registration, motor vehicle registration, deed, lease, driver’s license, other state-issued identification, or proof of residential exemption.”

Delete subsection (4) in Section 15-4, Ineligible Residential Units, and replace with the following:

“(4) Residential units located within a property subject to any outstanding building, sanitary, zoning, or fire code violations, orders of abatement, stop work orders, unpaid taxes, water/sewer or tax liens, or other existing judgments or penalties imposed by the city so long as the matter remains unresolved. If a violation or other order is issued after the residential unit has been registered, the residential unit’s registration shall be suspended until the violation has been cured or otherwise resolved.”

Delete subsection (9) in Section 15-6, Requirements for Residential Units, and replace with the following:

“(9) *Retention of records.* The operator shall retain and make available to ISD and/or the Health, Police and Fire Departments, upon written request, records to demonstrate compliance with this section, including but not limited to: records demonstrating number of months that operator has resided or will reside in the residential unit and records showing that operator is the owner or valid leaseholder of the residential unit offered as a short-term rental. The operator shall retain such records for a period of three years from the date the residential unit is last registered for a certificate of fitness inspection.”

Delete subsection (10) d. in Section 15-6, Requirements for Residential Units, and replace with the following:

“d. Any listing made by the operator with any booking agent or on any website shall prominently display proof of current registration and receipt of a certificate of fitness within the prior 12 months.”

Delete the first paragraph of Section 15-8, Complaint Process; Violations, and replace with the following:

“Complaints shall be made to the police, fire, health and/or inspectional services department and investigation shall commence within 30 days. Violations may, at the enforcement official’s discretion, result in a warning or an ordinance ticket and the maximum appropriate fine. Three or more such tickets within a six month period will result in the unit no longer being eligible to that operator for use as a short-term rental for a period of six months following the most recent violation.”

Delete Section 15-9, Enforcement, and replace with the following:

“(a) *Enforcement by city.* The provisions of this section may be enforced in accordance with the noncriminal disposition process of M.G.L.A. ch. 40, § 21D, and, if applicable, by seeking to restrain a violation by injunction. A violation of this section shall be sufficient cause for revocation of the right to operate the short-term rental and/or a penalty by a non-criminal disposition, as provided in M.G.L.A. ch. 40, § 21D, in an amount set forth in section 1-10 of this Code. Any person aggrieved by the revocation of the right to operate a short-term rental, or the imposition of a penalty may file an appeal as provided by the general laws.

(b) *Enforcement by booking agent.* The city shall enter into agreements with booking agents for assistance in enforcing the provisions of this section, including but not limited to an agreement, whereby the booking agent agrees to remove a listing from its platform that is deemed ineligible for use as a short-term rental under the provisions of this ordinance and

whereby the booking agent agrees to prohibit a host from listing any short-term rental without proof of registration. Where the City is unable to enter into such agreements, the City shall inform the booking agent of the ineligibility of a listing and if applicable, seek injunctive relief.”

SECTION 2.

This ordinance shall take effect as provided by City Charter.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 12, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Four years ago, the City adopted a far reaching Ordinance to regulate and manage short-term residential rentals in Salem. In the intervening years we have learned more about what parts of the ordinance need to be adjusted to function more effective. Therefore, the enclosed Ordinance has been presented to you to make these changes.

The enclosed Ordinance strengthens the definition of residency for own-occupied units and broadens the role for enforcement of the Code to include police, fire, and health, as well as the currently included building inspectors, to allow for more ability to enforce the provisions of the Ordinance. It also requires that short-term rental listings include proof of registration, as required in the existing Ordinance, and of a Certificate of Fitness (a separate Ordinance has been filed with you separately for this meeting to adjust the Certificate of Fitness Ordinance comparably). Next, it specifies that the City may seek injunctive relief against a booking agent or listing platform if it does not agree to de-list ineligible listings. Lastly, it eliminates the "featured short-term rental" designation, as no owner has sought to avail themselves of the designation, it has not been found to necessarily have induced greater compliance with the existing Ordinance, and it would likely create additional paperwork and workload for City staff if implemented as written.

I recommend adoption of the enclosed Ordinance. If you have any questions regarding it please contact Assistant Solicitor Vickie Caldwell.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem

Chapter 15 SHORT-TERM RESIDENTIAL RENTALS

Sec. 15-1. Purpose.

The purpose of this section is to provide a process through which certain dwelling units may be registered with the city for use as short-term rental units under the stipulations laid out within the ordinance.

(Ord. of 9-27-2018 , § 1)

Sec. 15-2. Definitions.

Booking agent. Any person or entity that facilitates reservations or collects payment for a short-term rental on behalf of or for an operator.

Director. Director of the inspectional services department or a designee.

Home share unit. An entire residential unit offered as a short-term rental that is the operator's primary residence.

ISD. City of Salem Inspectional Services Department.

Limited share unit. A residential unit that is the operator's primary residence, a portion of which is offered as a short-term rental while the operator is present. Occupancy shall be limited to three bedrooms including the bedroom of the operator in a limited share unit.

Non-owner occupied unit. An entire residential unit where the operator or owner does not live in either the unit or the building and it is not the operator's primary residence.

Operator. A natural person who is either the owner or the lawful tenant of the residential unit that they seek to offer as a short-term rental. Only one owner or one tenant may be registered as an operator for a residential unit, and it shall be unlawful for any other person, even if that person is an owner or a lawful tenant and meets the qualifications of primary resident, to offer a residential unit for short-term residential rental.

Owner-adjacent unit. An entire residential unit offered as a short-term rental that is not the owner's primary residence but that is located within the same dwelling or is otherwise within the same property as the primary residence of, and is owned by, said owner.

Primary residence. The residential unit in which the operator resides for at least six months out of a 12-month period. Primary residence is demonstrated by showing that as of the date of registration of the residential unit, the operator has resided in the residential unit for six of the past 12 months ~~or that the operator intends to reside in the residential unit for six of the next 12 months~~, as demonstrated by at least two of the following: utility bill, voter registration, motor vehicle registration, deed, lease, driver's license, other state-issued identification, or proof of residential exemption.

Residential unit. A residential unit is a dwelling unit as defined in the zoning ordinance but excludes the following: a congregate living complex; elderly housing; a group residence; a homeless shelter; temporary dwelling structure; and transitional housing.

Short-term rental(s). The use of a residential unit for residential occupancy by a person or persons for a period of fewer than 30 consecutive calendar days for a fee. A short-term rental may or may not be facilitated through a booking agent.

(Ord. of 9-27-2018 , § 1; Ord. of 5-13-2021 , § I)

Sec. 15-3. Short-term residential rentals in the city.

No residential unit shall be offered as a short-term rental except in compliance with the provisions of this section and any regulations that may be promulgated by the building inspector to carry out the provisions of this section.

(Ord. of 9-27-2018 , § 1)

Sec. 15-4. Ineligible residential units.

(a) The following residential units are not eligible to be offered as short-term rentals:

- (1) Residential units where the operator or owner does not live in either the unit, the building, or within the property and it is not the operator's primary residence, unless it qualifies under the exception for existing non-owner occupied unit, provided in section 15-6 d., below.
- (2) Residential units that are located within properties designated as a "problem property" pursuant to section 2-705 (a) (4) of this Code.
- (3) Residential units that are the subject of three or more findings of violations of this section within a six month period, or three or more violations of any municipal ordinance or state law or code relating to excessive noise, improper disposal of trash, disorderly conduct, or other similar conduct within a six month period. Units found ineligible pursuant to this subsection shall remain ineligible for a six month period immediately following the third violation.
- (4) Residential units located within a property subject to any outstanding building, sanitary, zoning, or fire code violations, orders of abatement, stop work orders, unpaid taxes, water/sewer or tax liens, or other existing judgments or penalties imposed by the city so long as the matter remains unresolved. If a violation or other order is issued after the residential unit has been registered, ~~ISD shall suspend~~ the residential unit's registration shall be suspended until the violation has been cured or otherwise resolved.

(Ord. of 9-27-2018 , § 1)

Sec. 15-5. Residential units not subject to certain provisions of chapter.

- (a) *Currently licensed lodging houses.* A residential unit offered as a short-term rental that is located in a dwelling holding a current and valid certificate of occupancy as a lodging house from ISD and a lodging house license from the Salem Licensing Board as of the effective date of this section shall be subject to the registration and room occupancy excise tax requirements contained herein but shall not be subject to any limitation with respect to the number of days per year that a unit or units may be rented out as a short-term rental.
- (b) *Existing bed and breakfasts.* A residential unit offered as a short-term rental that holds a current and valid certificate of occupancy as a bed and breakfast from ISD as of the effective date of this section shall be subject to the registration and room occupancy excise tax requirements contained herein but shall not be subject to any limitation with respect to the number of days per year that a unit or units may be rented out as a short-term rental.
- (c) *Residential units contracted for hospital stays.* The use of a dwelling unit or portion thereof for which a contract exists between the owner of the dwelling unit and a healthcare facility or government entity or non-

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profit organization registered as a charitable organization with the Secretary of the Commonwealth of Massachusetts or classified by the Internal Revenue Service as a public charity or private foundation that provides for the temporary housing in such unit of individuals who are being treated for trauma, injury, or disease, or their family members, shall not be considered a short-term rental.

- (d) *Residential units used for furnished institutional or business stays.* The use of a residential unit for which a contract or an agreement exists between the building owner, a corporate housing operator and an institution or business for the temporary housing of employees or individuals affiliated with such institutions or business, where the minimum stay is at least ten days, shall not be considered a short-term rental.

(Ord. of 9-27-2018 , § 1)

Sec. 15-6. Requirements for short-term rentals.

An operator may only offer a short-term rental subject to the following provisions:

- (1) *Registration* pursuant to section 2-705. Consistent with section 2-705, every new owner and/or operator is required to complete a new registration form and obtain a new certificate of fitness prior to making the unit available as a short-term rental.¹

To cover the expenses associated with monitoring compliance with the requirements of the ordinance, the director of inspectional services shall be authorized to set an annual registration fee per short-term rental unit, in addition to any fee that may be charged for certificate of fitness inspection(s), not to exceed the pro-rata cost to the city for monitoring and enforcement of this section.

- (2) *Short-term rental of a home share unit.* An operator may use their entire home share unit as a short-term rental without a limitation as to the number of days per year. Individual rooms within home share units may not be offered as separate short-term Rentals.
- (3) *Short-term rental of a limited share unit.* An operator may use their limited share unit as a short-term rental without limitation as to the number of days per year.
- (4) *Short-term rental of a non-owner occupied unit.* An operator may use their non-owner occupied unit as a short-term rental only if the operator was engaged in the short-term rental of the property as of the date this ordinance was filed with the council and provided that the operator obtains a special permit from the zoning board of appeals. Qualifying operators must petition for a special permit within 60 days of the date of passage of this ordinance in order to be eligible for this exception. Rentals of non-owner occupied units must be for the entire unit; individual rooms within non-owner occupied units may not be offered as separate short-term rentals. Non-owner occupied units used for short-term rental under this subsection shall be subject to section 36-6 of the ordinance and required to pay a trash fee, but shall not be eligible for a vacancy waiver pursuant to section 36-6 d.
- (5) *Short-term rental of an owner-adjacent unit.* An operator may use their owner-adjacent unit as a short-term rental without limitation as to the number of days per year. Rentals of owner-adjacent units must be for the entire unit; individual rooms within owner-adjacent units may not be offered as separate short-term rentals.
- (6) *Permission of owner.* An operator must certify at the time of registration that they have the following permissions to offer their residential unit as a short-term rental:

¹ This provision shall take effect on April 15, 2019.

-
- a. Operator is the owner of the residential unit offered as a short-term rental or is a tenant who uses the residential unit as their primary residence and has the permission of the owner; and
 - b. that offering the residential unit as a short-term rental complies with applicable condominium documents, bylaws, leases, or other governing documents.
- (7) *Local contact.* When registering, an operator must provide their name and contact information, and, in the event the operator is not present during the short-term rental, the name and contact information of an individual who is able to respond in person to any issues or emergencies that arise during the short-term rental within two hours of being notified. Contact information must include a telephone number that is active 24 hours per day to tenants, short-term rental occupants, and public safety agencies. This phone number shall be included in the registration of the short-term rental unit at the time of registration.
- (8) *Compliance and interaction with other laws.* The operator shall comply with all applicable federal, state, and local laws and codes, including but not limited to the Fair Housing Act, M.G.L.A. ch. 151B and section 2-2055 of this Code, and all other regulations applicable to residential dwellings. The residential unit offered as a short-term rental shall continue to be subject to the requirements of section 2-705 of this Code to obtain a certificate of fitness and the applicable requirements of the state sanitary code. Occupancy limits contained in the zoning ordinance and the state building and sanitary codes shall apply. A residential unit offered as a short-term rental may also be subject to annual fire prevention inspection.
- (9) *Retention of records.* The operator shall retain and make available to ISD and/or the Health, Police and Fire Departments~~ISD~~, upon written request, records to demonstrate compliance with this section, including but not limited to: records demonstrating number of months that operator has resided or will reside in the residential unit and records showing that operator is the owner or valid leaseholder of the residential unit offered as a short-term rental. The operator shall retain such records for a period of three years from the date the residential unit is last registered for a certificate of fitness inspection.
- (10) *Notifications.*
- a. The operator shall furnish each guest with a community information card containing, at a minimum, (a) emergency telephone numbers for the Salem Police Department and Salem Fire Department, (b) a description of the regulations, if any, relative to on-street parking at the address and fines for parking violations, (c) a description of the city's trash and recycling requirements, including the date of trash and recycling collection at the address, and (d) a copy of the city's noise ordinance. A current copy of the unit's community information card should be furnished to the city at the time of registration or inspection. The operator shall also post a sign on the inside of the residential unit providing information on the location of all fire extinguishers in the unit, and, if applicable, the location of all fire exits and pull fire alarms in the dwelling.
 - b. The ~~o~~Operator, upon listing a short-term rental with a booking agent, or modifying an existing listing shall file with the city an exact duplicate of the listing, including property address. Listings must specify the quantity of off-street parking, if any, and whether or not the address is located in a resident-parking zone, including the October resident-parking zone. The city shall maintain a list of the address and unit type of all short-term rentals on file with the city that are currently being offered.
 - c. The operator must have on file with the city the name and contact information for the operator if local or, if not local, the name and telephone number of an individual who can respond in person to any issues or emergencies at the property within two hours of being notified.

~~d. Any listing made by the operator with any booking agent or on any website shall prominently display proof of current registration and receipt of a certificate of fitness within the prior 12 months.~~

~~d. A booking agent with any listings in the city shall provide to the city on a quarterly basis an electronic report, in a format to be determined by the city. The report shall include a breakdown of where the listings are located, whether the listing is for a room or a whole unit, the number of nights each unit was reported as occupied during the applicable reporting period, and the operator's name and full contact information.~~

(Ord. of 9-27-2018 , § 1; Ord. of 10-11-2018 , § 1; Ord. of 5-13-2021 , § I)

Sec. 15-7. Room occupancy excise.

Any short-term rental units to which the Commonwealth extends any excise or surcharge, and the city extends a local option of such, shall comply with the provisions of said statutes. However, where allowable operators may use a booking agent and the booking agent may enter into an agreement with the city for the collection and remittance of such tax. If the operator does not use a booking agent to do so, the operator is solely responsible for collecting and remitting the applicable tax.

(Ord. of 9-27-2018 , § 1)

Sec. 15-8. Complaint process; violations.

Complaints shall be made to the police, fire, health and/or inspectional services department and investigation shall commence within 30 days. Violations may, at the enforcement official's ~~building inspector's~~ discretion, result in a warning or an ordinance ticket and the maximum appropriate fine. Three or more such tickets within a six month period will result in the unit no longer being eligible to that operator for use as a short-term rental for a period of six months following the most recent violation.

Violations may include any failure to abide by this ordinance including, but not limited to, offering an ineligible unit, failure to furnish copy of booking agent listing or include required parking information in such listing, failure to furnish a community information card to guests or furnishing one without the required minimum information, or failure to remit any required excise tax or surcharge as required by law. Unpaid taxes or surcharges shall also be lien against the property.

(Ord. of 9-27-2018 , § 1)

Sec. 15-9. Enforcement.

- (a) *Enforcement by city.* The provisions of this section may be enforced in accordance with the noncriminal disposition process of M.G.L.A. ch. 40, § 21D, and, if applicable, by seeking to restrain a violation by injunction. A violation of this section shall be sufficient cause for revocation of the right to operate the short-term rental and/or a penalty by a non-criminal disposition, as provided in M.G.L.A. ch. 40, § 21D, in an amount set forth in section 1-10 of this Code. Any person aggrieved by the revocation of the right to operate a short-term rental or the imposition of a penalty may file an appeal as provided by the general laws.
- (b) *Enforcement by booking agent.* The city shall enter into agreements with booking agents for assistance in enforcing the provisions of this section, including but not limited to an agreement, whereby the booking agent agrees to remove a listing from its platform that is deemed ineligible for use as a short-term rental under the provisions of this ordinance and whereby the booking agent agrees to prohibit a host from listing

any short-term rental without proof of registration. Where the City is unable to enter into such agreements, the City shall inform the booking agent of the ineligibility of a listing and if applicable, seek injunctive relief.

~~Any booking agent that fails to enter into such agreements to actively prevent, remove or de-list any ineligible listings shall be prohibited from conducting business in the city.~~

- ~~(c) *Featured Short-Term Rental Status.* An Operator who is able to certify that there are no health, building, zoning, or other violations (including police citations) in the prior 12 months associated with the property, is current on all excise and property taxes, and who has filed the booking agent listing and a copy of the community information card with the city for the past 12 months, shall be eligible for listing as a 'Featured short-term rental.'~~

(Ord. of 9-27-2018 , § 1)

City of Salem

In the year Two Thousand and Twenty-Two

An Ordinance to amend the enforcement of and penalties for violations of the short-term residential rental ordinance in the City of Salem.

Be it ordained by the City Council of the City of Salem, as follows:

AN ORDINANCE AMENDING CHAPTER 1, GENERAL PROVISIONS, SEC. 1-10. NONCRIMINAL DISPOSITION OF ORDINANCE VIOLATIONS.

Be it ordained by the City Council of Salem, as follows:
SECTION 1.

An amendment to City of Salem Code, Ordinances, Sec. 1-10. Noncriminal Disposition of Ordinance Violations, as follows:

Add the following language to the Ordinance in subsection (c):

“Chapter 15, Short-Term Residential Rentals

Penalty:

First offense \$100.00

Second offense 200.00

Third offense 300.00

Enforcing persons: Inspectional services personnel, health department personnel, police department personnel, fire prevention personnel.”

SECTION 2.

This ordinance shall take effect as provided by City Charter.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

May 12, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Ordinance amends the fines section of the Code of Ordinances to include fines for the violation of the short-term rental Ordinance and to specify who is authorized to enforce that section of the Code.

It sets the first offense for violations at \$100.00, second offenses at \$200.00, and third offenses at \$300.00. Furthermore, it allows for enforcement by inspectors, health department personnel, fire prevention, and police officers.

I recommend adoption of the enclosed Ordinance and invite you to contact Assistant Solicitor Vickie Caldwell should you have any questions regarding it.

Sincerely,

A handwritten signature in black ink, appearing to read "Kim Driscoll", is written over a light blue horizontal line.

Kimberley Driscoll
Mayor
City of Salem

Sec. 1-10. Noncriminal disposition of ordinance violations.

- (a) Any person who violates a provision of these ordinances or of any ordinance of the city, whether included in these ordinances or any hereafter enacted, whereby any act or thing is enjoined, or prohibited or required, shall unless other provision is expressly made, be liable for a penalty as set forth in subsection (c) herein for each offense; provided, however, that whenever a higher penalty is permitted under the General Laws of Massachusetts, such higher penalty shall be the maximum penalty for each offense; and provided, further, that this section shall not preclude the city from proceedings to restrain the violation of any provision of these ordinances by injunction where such proceeding is more apt. In all instances, except as otherwise provided, each day a violation continues shall constitute a separate offense.
- (b) Without intending to limit the generality of subsection (a), whoever violates any provision of these ordinances, the violation of which is subject to a specific penalty, may also be penalized by a noncriminal disposition, as provided in M.G.L.A., c. 40, § 21D. The noncriminal method of disposition may also be used for violations of any rule or regulation of any municipal officer, board or department which is subject to a specific penalty. In addition to police officers, who shall in all cases be considered enforcing persons for the purpose of this section, the municipal personnel listed in subsection (c), if any, shall also be enforcing persons for such section.

In the absence of a specific schedule of penalties, as provided for below in subsection (c), all ordinances whether included in these ordinances or any hereafter enacted, may be enforced by police officers through noncriminal disposition as deemed appropriate, according to the following schedule:

General schedule of noncriminal fines

First offense \$50.00

Second offense \$150.00

Third offense \$300.00

- (c) Notwithstanding the provisions of section (a) or (b) of this section, it is the intention of this subsection that the following ordinances and regulations are to be included within the scope of the noncriminal disposition for violations of ordinances according to Chapter 40, section 21D of the General Laws. The specific penalties, as listed herein, shall apply in such cases.

Chapter 2, Article IV, Division 3, Board of Health

Regulation 3, Incorporating 105 CMR 590.000, Minimum Standards for Food Establishments, State Sanitary Code.

Penalty:

First offense Up to \$50.00

Second offense Up to 75.00

Third offense Up to 100.00

Enforcing persons: Board of health personnel, police department personnel.

Regulation 6, Incorporating State Minimum Standards of Fitness for Human Habitation, section 4, garbage and rubbish, and section 8, responsibilities of owners and occupants.

Penalty:

First offense Up to \$50.00

Second offense Up to 75.00

Third offense Up to 100.00

Enforcing persons: Board of health personnel, city engineer or city engineer's designee.

Regulation 7, Collection, disposal of garbage and refuse.

Penalty:

First offense Up to \$50.00

Second offense Up to 75.00

Third offense Up to 100.00

Enforcing persons: Board of health personnel, city engineer or city engineer's designee.

Regulation 28, rules and regulations affecting the use of possession of tobacco products on school property:

First violation,\$25.00

Second violation,50.00

Third and subsequent violations,75.00

Enforcing person(s): Salem High School Principal or Vice Principal(s).

Section 2-706, Unauthorized collection of solid waste.

Penalty:

First offense\$50.00

Second offense150.00

Third offense300.00

Enforcing persons: Health department personnel, city engineer or city engineer's designee, police department personnel.

Chapter 4, Article II, Signs

Section 4-46, Penalties.

Penalty:

First offense\$50.00

Second offense150.00

Third offense300.00

Enforcing persons: Building inspector(s).

Chapter 8, Article II, Dogs

Section 8-31, License.

Penalty:\$25.00

Enforcing persons: Dog constable, animal control officer.

Section 8-35, Dog restraint.

Penalty:

First offense\$25.00

Subsequent offenses50.00

Enforcing persons: Dog constable, animal control officer, or police department personnel.

Section 8-36, Disposal of waste.

Penalty:\$50.00

Enforcing persons: Dog constable, animal control officer, or police department personnel.

Section 8-37, Security and guard dogs.

Penalty:\$50.00

Enforcing person: Dog constable.

Section 8-38, Dogs and cats rabies vaccination; revaccination.

Penalty:\$50.00

Enforcing person(s): Animal control officer or police department personnel.

Section 8-39, Dangerous dogs.

Penalty:

First offense\$25.00

Subsequent offenses100.00

Enforcing persons: Animal control officer, or police department personnel.

Chapter 12, Building, Electrical and Plumbing Regulations

Section 12-1, Violations of State Building Code.

Penalty:

First offense\$50.00

Second offense150.00

Third offense300.00

Enforcing persons: Building inspector(s).

Section 12-127, Compliance with electrical code.

Penalty:

First offense\$50.00

Second offense150.00

Third offense300.00

Enforcing persons: City electrician.

Section 12-232, Compliance with code.

Penalty:

First offense\$50.00

Second offense150.00

Third offense\$300.00

Enforcing persons: Plumbing inspector.

Chapter 12, Division 3, Regulating the Maintenance of Abandoned and Foreclosing Residential and Commercial Properties.

Penalty:\$300.00 per offense

Enforcing person: Director of inspectional services.

[Chapter 15, Short-Term Residential Rentals](#)

[Penalty:](#)

[First offense \\$100.00](#)

[Second offense 200.00](#)

[Third offense 300.00](#)

[Enforcing persons: Inspectional services personnel, health department personnel, police department personnel, fire prevention personnel.](#)

Section 22-31, General prohibitions for radios, boom boxes, tape cassettes, disc players, etc.

Penalty:

First offense\$50.00

Subsequent offenses100.00

Enforcing persons: Dog constable, health department personnel, police department personnel.

Chapter 24, Offenses and miscellaneous provisions

Section 24-9, Throwing, depositing refuse on streets, vacant lots, etc.

Penalty:

First offense\$50.00

Second offense150.00

Third offense300.00

Enforcing persons: Health department personnel, police department personnel, building inspector(s).

Section 24-16, Smoking prohibited on off-road, paved bicycle route.

Penalty:

Per offense\$50.00

Enforcing person: Police officers and health agent or health agent's designee.

Section 24-17, Cigarette vending machines.

Penalty:\$25.00

Enforcing persons: Health department personnel, licensing board or their designee.

Section 24-21, Keeping of unregistered, abandoned or discarded motor vehicles, trailers or boats.

Penalty:\$50.00

Created: 2022-04-01 15:14:29 [EST]

(Supp. No. 25, Update 1)

Enforcing persons: Fire inspector, fire chief or police department personnel, building inspector(s).

Section 24-22, Repairing or dismantling motor vehicles on public ways.

Penalty:\$50.00

Enforcing persons: Fire inspector, fire chief, or police department personnel.

Chapter 26, Parks and Recreation

Section 26-36, Adoption of rules and bylaws, public parks.

1. No dogs allowed High Street Playground.

Penalty:\$50.00

Enforcing persons: Animals control officer, police department, park superintendent or park superintendent's designee.

Chapter 32, Article III, Security Alarm Systems

Section 32-95, False alarms; for each false alarm in excess of two per year.

Penalty:\$25.00

Enforcing persons: Fire inspector, fire chief, or police department personnel.

Chapter 34, Article III, Sidewalk and Yard Sales

Section 34-126, Penalty for violation of article.

Penalty:

First offense\$25.00

Second offense50.00

Third offense100.00

Enforcing persons: Police department personnel.

Chapter 38, Streets and Sidewalks

Section 38-5, Numbering of buildings, dwellings.

Penalty:\$25.00

Enforcing persons: Building inspector(s), fire inspector(s), city electrician, health department personnel, and police department personnel.

Section 38-13, Removal of snow from sidewalks.

Penalty:\$25.00

Enforcing persons: Building inspector(s) and police department personnel.

Section 38-14, Removal of ice from sidewalks.

Penalty:\$25.00

Enforcing persons: Building inspector(s) and police department personnel.

Chapter 40, Tourism and Public Market

Section 40-26, Public guide licenses.

Penalty:

Created: 2022-04-01 15:14:29 [EST]

First offense\$25.00

Second offense50.00

Third and subsequent100.00

Enforcing persons: Police, licensing inspector.

Chapter 42, Traffic

Commercial vehicles prohibited from parking in residential districts.

Penalty:\$25.00

Chapter 44, Article II, Taxicabs

Sections 44-32 through 44-43, inclusive.

Penalty: Up to \$300.00

Enforcing persons: Police department personnel.

Zoning Ordinance of the City of Salem

Penalty for violations of Zoning Ordinance.

Penalty:

First offense\$50.00

Second offense150.00

Third offense300.00

Enforcing persons: Building inspector(s).

(Code 1973, § 1-10; Ord. of 6-1-99, §§ I, II; Ord. of 7-15-99, § 1; Ord. of 3-30-2000, § 1; Ord. of 7-20-2000, § I; Ord. of 5-8-2003, § 1; Ord. of 6-12-2003, § 1; Ord. of 9-26-2013; Ord. of 2-22-2018, § I; Ord. of 5-13-2021, § I)

City of Salem

In the year Two Thousand and Twenty-Two

An Ordinance to amend the certificate of fitness requirements in the City of Salem.

Be it ordained by the City Council of the City of Salem, as follows:

AN ORDINANCE AMENDING CHAPTER 2, ARTICLE IV, DIVISION 3, SECTION 2-705, CERTIFICATE OF FITNESS OF RENTED DWELLING UNIT, APARTMENT OR TENEMENT

Be it ordained by the City Council of Salem, as follows:

SECTION 1.

An amendment to **City of Salem Code, Ordinances, Chapter 2, Article IV, Division 3, Section 2-705** as follows:

Delete Section (a) (3), and replace with the following:

“(a)(3) *Short-term rentals.* A certificate of fitness shall also be required for any owner of residential property who rents or leases a dwelling or any portion of a dwelling on a short-term basis pursuant to Chapter 15 of the Ordinance. “Short-term” shall be defined as a rental or rentals of fewer than 30 days in one calendar year. Owners who intend to offer such short-term rentals to tourists must notify the board of health to register the property as such and schedule an inspection to receive a certificate of fitness. This registration and certificate must be renewed every year or upon a change in ownership, but not upon any change in the short-term tenancy.”

Delete Section (e), and replace with the following:

“(e) *Posting of certificate.* Upon issuance of such certificate, it shall be posted in a conspicuous place in which the unit is located or a copy of it shall be given to any person occupying the unit. For short-term rentals, proof of a current certificate shall be included in any listing of the property.”

SECTION 2.

This ordinance shall take effect as provided by City Charter.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

May 12, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Ordinance makes a number of housekeeping adjustments to the existing Certificate of Fitness ordinance, specifically relative to the City's short-term rental ordinance.

First, it corrects the definition of "short-term rental" in the Certificate of Fitness ordinance so that it aligns with the same definition in the short-term rental ordinance. Second, it requires that proof of a currently valid Certificate of Fitness be included in any short-term rental listing. Lastly, it increases the fines for violations of the Ordinance from \$50.00 to \$100.00, to help deter intentional violations.

I recommend adoption of the enclosed Ordinance and invite you to contact Assistant Solicitor Vickie Caldwell should you have any questions regarding it.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem

Sec. 2-705. Certificate of fitness of rented dwelling unit, apartment or tenement.

- (a) *Purpose.* To ensure that all rental units within the city are fit for human habitation and meet the requirements of the sanitary code, all rented dwelling units, apartments, or tenements, other than those in a hotel or motel or otherwise exempted from this ordinance, shall be required to obtain a certificate of fitness at least every three years and every time a new tenant occupies a rental unit.
- (1) *Three-year inspection requirement.* Every three years, each rental unit, excluding those in owner occupied two- and three-family homes or those which have provided proof of passing a HUD inspection within the previous three years, shall be inspected to ensure compliance with the state sanitary code and city ordinances. Any dwelling unit, apartment, or tenement which has not been found in violation of any sanitary or building code provisions and has not received any disorderly house citations in the three-year period since last inspected will be subject to inspection every five years, provided there has been no change of ownership or tenancy. The three-year inspection requirement shall not apply to any owner-occupied unit regardless of the number of units in the building.
- (2) *Inspection upon change of tenancy.* Each rented dwelling unit, apartment, or tenement, including those in owner occupied two- and three- family homes, shall be subject to inspection whenever they are vacated by the occupant thereof or prior to such vacancy. The owner or lessor of such residential property shall be responsible for notifying the board of health of such vacancy and for scheduling an inspection required by this section. A change in tenancy shall not include circumstances where the change results in an owner becoming the new occupant of the unit.
- (3) *Short-term rentals.* A certificate of fitness shall also be required for any owner of residential property who rents or leases a dwelling or any portion of a dwelling on a short-term basis pursuant to Chapter 15 of the Ordinance. "Short-term" shall be defined as a rental or rentals of fewer than 30 days in one calendar year. 14 days in any one year. Owners who intend to offer such short-term rentals to tourists must notify the board of health to register the property as such and schedule an inspection to receive a certificate of fitness. This registration and certificate must be renewed every year or upon a change in ownership, but not upon any change in the short-term tenancy.
- (4) *Problem property.* Any rental dwelling unit, apartment, or tenement located at an address to which the police department has been called to not fewer than four times within the preceding 12 month period for any incident involving any arrestable offense including, but not limited to, disturbing the peace, trespassing, underage drinking or assault; or where the inspectional services department and/or the board of health have received no fewer than four sustained complaints within the preceding 12 month period, may be deemed a "problem property" and subject to annual inspection at the discretion of the director of inspectional services or the board of health agent.
- (b) *Certification required; fee.* Such unit must be inspected and certified by the board of health or its agents as meeting 105 CMR 410.000, State Sanitary Code, Chapter II, Minimum Standards of Fitness for Human Habitation, as promulgated and from time to time amended by the state department of public health. The fee for such an inspection shall be \$50.00 per unit.
- (c) *Refusal of certification.* If, after any inspection by the board of health or its agents pursuant to this section, an inspector refuses to issue a certificate of fitness, such inspector shall issue a written order or copy of the inspection form setting forth the violations of chapter 11 of the state sanitary code existing in the unit, which must be corrected before a certificate of fitness may be issued. It shall be the responsibility of the owner or lessor receiving such order to notify the board of health when such violations have been corrected. The initial inspection fee shall cover the cost of the initial inspection and one re-inspection of the unit. An additional fee of \$50.00 shall be imposed for the third and any subsequent inspections.

-
- (d) *Time of inspections.* The board of health or its agents shall make such an inspection within ten working days of notification from the owner as to a change of tenancy or the intent to establish a short-term rental. If the inspection shall not have been made within ten working days, the owner or lessor may proceed to rent the unit provided the owner arranges for an inspection to occur within 30 days of notification. The health agent, in consultation with the director of inspectional services, shall establish a schedule for the inspections required under this provision.
 - (e) *Posting of certificate.* Upon issuance of such certificate, it shall be posted in a conspicuous place in which the unit is located or a copy of it shall be given to any person occupying the unit. For short-term rentals, proof of a current certificate shall be included in any listing of the property.
 - (f) *Appeal procedure.* The appeal procedure from any decision of the board of health shall be same as that set forth in chapter 11 of the state sanitary code.
 - (g) *Records.* Owners shall keep a register listing the names of tenants and dates of tenancy for the previous five years, including any short-term tenants, and make such record available for to the board of health inspector upon request. The owner's register shall not be retained by the board of health and shall not be a public record under the law. Whether or not a certificate of fitness has been issued by the board of health for a particular unit shall be a matter of public record.
 - (h) *Penalties.* Any owner or lessor of such property used for dwelling purposes failing to comply with this section shall be subject to a fine of ~~\$100.50~~.00 each and every day that they allow any person to live, occupy, or inhabit the premises without having received a certificate of fitness from the board of health for a particular unit upon a change in tenancy or upon failure to comply with the inspection requirement.
 - (i) *Certification requirement limited.* Absent a change in tenancy or ownership, no rented dwelling unit, apartment, or tenement shall be required to be certified for occupancy more than once in any consecutive three-year period, unless the property has been determined by the director of inspectional services or the board of health agent to meet the criteria for designation as a problem property so as to be subject to annual inspection.
 - (j) *Exemptions.* Exemptions from this section shall include property owned and managed by the city housing authority. Also exempted from this section is property consisting of 100 or more rental units that is subject to periodic inspections by the state housing finance agency, the Metropolitan Housing Assistance Program, the Department of Housing and Urban Development, and/or the city housing authority. Any new construction completed less than five years prior to the date on which the rented dwelling unit, apartment, or tenement becomes vacant shall not be required to be inspected under this section unless it has been designated as a problem property as provided above.
 - (k) *Right to inspect.* Notwithstanding the foregoing, the board of health reserves the right to inspect any dwelling unit, apartment, or tenement in accordance with the provisions of the state sanitary code.
 - (l) *Other remedies.* This section shall not be construed to impair any common law or statutory cause of action or legal remedy therefrom of any person for injury or damage arising from any violation of this section or from other law.

(Code 1973, § 2-344; Ord. of 7-17-2008, § 1; Ord. of 12-7-2017 ; Ord. of 5-13-2021 , § l)



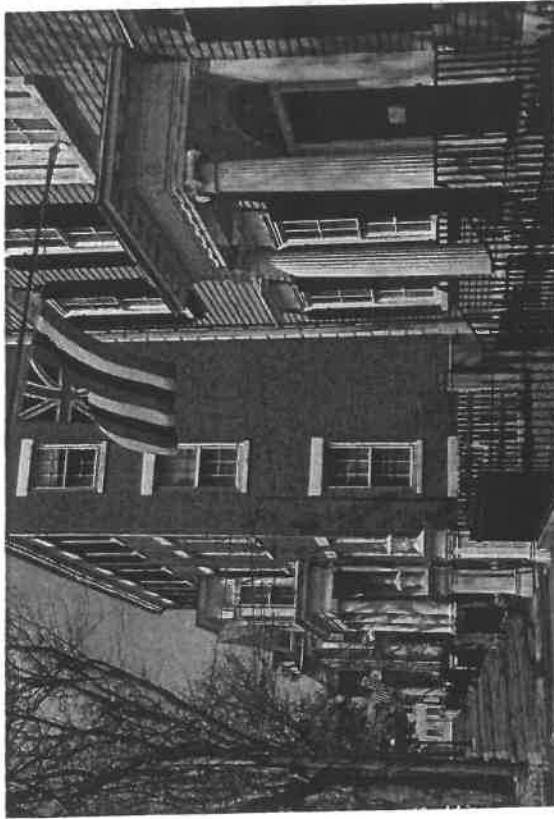
CITY OF SALEM

In City Council,

May 12, 2022

Ordered:

That the monthly financial report for FY2022 dated March 2022 be received and filed



City of Salem

FY 2022 MONTHLY FINANCIAL REPORTS

March 2022

REPORTS

REVENUE STATEMENT

CIP, SALE OF CITY PROPERTY & RETIREMENT STABILIZATION

FREE CASH, ENTERPRISE RE

DEPARTMENTAL BUDGET REPORTS

FUND BALANCES

STABILIZATION \$ 14,228,954.71

CAPITAL OUTLAY \$ 6,137,054.24

SALE OF CITY PROP \$ 43,092.06

RETIREMENT STAB \$ 342,405.94

OPEB \$ 5,197,511.10

*FREE CASH \$ 6,330,685.53

*WATER & SEWER R/E \$ 3,239,564.00

*TRASH R/E \$ 343,181.00

CITY OF SALEM
March 31, 2022
REVENUE STATEMENT

	RECAP FY 2022	ACTUAL MONTH TO DATE	ACTUAL YEAR TO DATE	Y-T-D % COLLECTED	VARIANCE Y-T-D + (-)
GENERAL FUND					
REAL AND PERSONAL (NET)	109,262,390	410,889	82,876,528	75.85%	(26,385,862)
MOTOR VEHICLE	4,500,000	1,676,757	3,676,491	81.70%	(823,509)
HOTEL EXCISE	550,000	289,699	1,521,924	276.71%	971,924
MEALS TAX	850,000	268,402	1,062,100	124.95%	212,100
OTHER	500,000	-	-	0.00%	(500,000)
VESSEL EXCISE*	30,000	6,171	62,699	209.00%	32,699
CANNABIS CBA	1,000,000	179,206	1,397,809	139.78%	397,809
CANNABIS EXCISE	950,000	216,448	906,930	95.47%	(43,070)
INTEREST ON TAXES	550,000	23,800	379,591	69.02%	(170,409)
PAYMENT IN LIEU OF TAXES (PILOT	700,000	11,740	621,655	88.81%	(78,345)
CHARGES FOR SERVICES	2,370,168	224,882	1,686,452	71.15%	(683,716)
PARKING FEES	2,500,000	260,354	2,714,689	108.59%	214,689
LICENSES AND PERMITS	300,000	51,722	435,828	145.28%	135,828
FINES AND FORFEITS	800,000	125,641	996,757	124.59%	196,757
INVESTMENT INCOME	150,000	13,508	86,611	57.74%	(63,389)
MISCELLANEOUS INCOME	100,000	177,256	562,365	562.37%	462,365
MEDICAID INCOME SCHOOL SPED	450,000	-	589,183.83	130.93%	139,184
NON RECURRING	0	-	0		0
TOTAL LOCAL RECEIPTS	16,300,168	3,525,586	16,701,084	102.46%	400,916
NET MA CHERRY SHEET ASST.	34,868,192	2,971,295	26,388,637	75.68%	(8,479,555)
MSBA REIMBURSEMENTS	0	-	547,125	N/A	547,125
R/RES REDUCE TAX RATE	1,361,195	(1,361,195)	-	0.00%	(1,361,195)
OFS/TRANSFERS IN	476,781	2,830,371	3,307,152	N/A	2,830,371
INDIRECT COSTS from W&S	1,469,176	(1,469,176)	-	0.00%	(1,469,176)
TOTAL OTHER RECEIPTS	38,175,344	2,971,295	30,242,914	79.22%	(7,932,430)
GENERAL FUND TOTAL	163,737,902	6,907,770	129,820,526	79.29%	(33,917,376)
ENTERPRISE FUND					
SEWER RATES	10,547,323	857,865	7,950,589	75.38%	(2,596,734)
SEWER TRANS/OFS	-	-	-		0
WATER RATES	5,729,664	2,003,044	5,956,186	103.95%	226,522
WATER TRANS/OFS	1,523,153	(1,523,153)	-		(1,523,153)
Total Water & Sewer	17,800,140	1,337,756	13,906,776	78.13%	(3,893,364)
TRASH FEES	899,925	3,145,172	3,761,308	417.96%	2,861,383
TRASH General Fund Subsidy/OFS	3,062,519	(3,062,519)	-	0.00%	(3,062,519)
Total Trash	3,962,444	82,653	3,761,308	94.92%	(201,136)
PEG ACCESS	691,250	5,668	438,795	63.48%	(252,455)
Total Peg Access	691,250	5,668	438,795	63.48%	(252,455)
ENTERPRISE FUND TOTAL	22,453,834	1,426,077	18,106,879	80.64%	(4,346,955)
GRAND TOTAL	186,191,736	8,333,847	147,927,406	79.45%	(38,264,331)

*50% of Vessel Excise is transferred to Harbormaster R/Res Fund on 6/30 PER MGL CH60B

**FY 2022
City Council
Stabilization And Capital Outlay
Monthly Fund Balances**

Actual Fund Bal OPEB 8313 Bal Sheet	Actual Fund Bal Stabilization Fund (8301) Bal Sheet	*Net Fund Bal Retirement (8311) Detl Rpt	Actual Fund Bal Retirement (8311) Bal Sheet	Outstanding Retirement (8311)	*Net FB Capital Outlay (2000) Detl Rpt	Actual FB Capital Outlay (2000) Bal Sheet	Open Balances Capital Outlay (2000)	Sale Of City Prop 2441 Detl Rpt	Actual FB City Prop 2441 Bal Sheet	Outs Bal City Prop 2441
June-FY21 4,914,890.22	10,043,960.01	734,710.61	734,710.61	-	1,175,915.00	3,476,793.00	2,300,878.00	11,791.50	45,818.36	34,026.86
July 4,068,384.88	9,703,250.49	1,085,518.77	1,240,701.85		1,067,580.94	3,368,458.94	2,300,878.00	105,865.20	139,892.06	34,026.86
August 4,068,384.88	9,703,250.49	1,085,518.77	1,208,668.58		994,828.17	3,295,706.17	2,300,878.00	105,865.20	139,892.06	34,026.86
September 4,088,726.08	8,975,003.54	584,223.14	661,888.55		869,355.50	3,170,233.50	2,300,878.00	105,865.20	139,892.06	34,026.86
October 4,088,726.08	8,975,003.54	580,624.82	625,050.82		895,948.96	3,125,890.96	2,229,942.00	105,865.20	139,892.06	34,026.86
November 4,088,726.08	8,815,916.05	499,361.05	587,371.09		789,634.31	3,019,576.31	2,229,942.00	105,865.20	139,892.06	34,026.86
December 4,361,963.97	8,843,828.59	499,465.19	506,163.19		788,614.65	3,018,556.65	2,229,942.00	9,065.20	43,092.06	34,026.86
January 5,184,191.62	14,196,557.81	367,060.03	506,223.37		1,426,021.90	6,294,874.50	4,868,852.60	9,065.20	43,092.06	34,026.86
February 5,184,191.62	14,196,557.81	367,059.01	410,645.81		1,777,047.30	6,265,899.90	4,488,852.60	9,065.20	43,092.06	34,026.86
March 5,197,511.10	14,228,954.71	166,725.98	342,405.94		1,648,201.64	6,137,054.24	4,488,852.60	9,065.20	43,092.06	34,026.86
April										
May										
June										
Council Report										

*Net FB = Actual Fund Balance less approved council order balances

Stabilization Funds with Bartholomew - Interest is recorded quarterly.

**City of Salem
Stabilization Fund (8301)**

Description	Date	CO Date Approved	C.O. #	Amount	Reason
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Beginning Balance as of: **07/01/21** **10,043,960.01**

Bartholomew Investment	09/30/21		n/a	40,612.18	
Bartholomew Investment	12/31/21		n/a	27,912.54	
Bartholomew Investment	03/31/22		n/a		
Bartholomew Investment	06/30/22		n/a		
Reverse FY21 Unrealized Gains				(340,709.52)	Treasurer 7/20/21 Investment Income Adjustment
CO#421		09/23/21		(612,511.83)	Transportation Enhancement Fund (will replenish with free cash once certified)
CO#425		09/09/21		(41,614.72)	School Medicaid Invoices (will replenish with free cash once certified)
CO#423		09/09/21		(114,732.58)	Retroactive Wages (will replenish with free cash once certified)
CO#590		11/18/21		(159,087.49)	Retroactive Wages (will replenish with free cash once certified)
CO#9		01/13/22		3,288,910.60	Free cash transfer
CO#10		01/13/22		2,063,818.62	Free cash transfer

FY2022 Net Investment Income/(Deficit)
FY2022 Transfer Activity

(272,184.80)
4,424,782.60

Current Balance as of: **03/23/22**

14,196,557.81

CITY OF SALEM, MASSACHUSETTS
FY 2021 Short Term Capital Improvement Program Activity - Fund 2000

Department	Description	Org/Obj	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Repurposed and/or TF In	L-T-D Paid Thru 6/30/22	Encumbrance	Amt Not Used	Date Closed	Date Paid	Available Balance
FY 2018 - Open Projects														
Fire	Bay Floor	20001910-5846AA	5/24/2018		06/14/18	339	75,000.00	(30,000.00)	34,150.54	10,849.00			12/2018, 1/17/19, 2/28/19	0.48
Library	Carpet Replacement	20001914-5846AB	5/24/2018		06/14/18	339	68,000.00		68,000.00				6/20, 9/26/19	-
Rec	Park and Field Improvements	20001917-5846AC	5/24/2018		06/14/18	339	75,000.00		70,328.94	393.41				4,277.65
Planning	Public Art Underpass	20001920-5846AE	5/24/2018		06/14/18	339	50,000.00		-					50,000.00
Police														
	Police Equipment	20001921-5846AF	5/24/2018		06/14/18	339	52,830.00		29,179.33				9/6/18, 10/4, 10/18, 10/25, 11/8, 11/21, 9/5/19, 9/12/19, 9/19/19	23,650.67
	Electric Garage Doors	20001908-5846AM					8,250.00							-
	PKG Bike Racks	20001918-5846AD					5,000.00							-
	PKG Plumbing Repairs	20001918-5846AJ					23,869.25							-
	Sch Bentley Roof Repairs						29,500.00							-
Parking	Elevator - Add'l funding	20001918-5846AH	11/15/2018		11/15/18	676	100,000.00		100,000.00				5/30, 8/29/19, 9/12/19	-
Library	HVAC Project	20001914-5846AI	11/15/2018		11/15/18	677	202,000.00		201,681.65				8/13/19, 7/18, 8/8/19, 9/19/19	318.35
DPW	DPW Facility Repair	20001923-5846AK	12/05/2018		12/05/18	725	24,100.00		18,025.00				3/21/19	6,075.00
Schools	Witchcraft HVAC System	20001925-5846AL	2/14/2019		06/14/18	98	26,000.00		26,000.00					-
Park & Rec	Bethram Field Phase 2 Reno	20001917-5846AN	4/11/2019		04/11/19	230	33,000.00		33,000.00				8/13, 6/27/19, 8/29/19	-
Engineering	Forest River Pool, Bathhouse,	20001929-5846AO	4/11/2019		04/25/19	229	35,723.00		35,723.00				9/29/19	-
FY 2020 - Open Projects														
City Clerk	Vault Storage	20002003-5846BA	5/23/2019		06/25/19		51,125.00		51,125.00					-
Fire	SCBA Equipment	20002010-5846BB	5/23/2019		06/25/19		24,940.00		18,363.64					8,576.36
Fire	Bldg Maint/Upgrades	20002010-5846BC	5/23/2019		08/25/19		30,000.00		21,363.33	8,635.95				0.72
Park & Rec	Golf Course Equip	20002017-5846BD	9/12/2019		08/25/19		55,723.00		55,600.62					122.38
Park & Rec	SHS Tennis Courts	20002017-5846BE	9/12/2019		9/12/2019	511	200,000.00		199,999.96				01/16&02/13&6/30&8/127	0.04
Planning	Gallows Hill Pk Renov Proj	20002020-5846BF	9/12/2019		9/12/2019	510	350,000.00		282,136.44	57,863.56				-
Park & Rec	Naumkeag/Pioneer Study	20002017-5846BG	12/5/2019		12/5/2019	715	100,000.00		100,000.00				02/27&03/12	-
Police	Elevator Repair	20002021-5846BH	2/13/2020		2/13/2020	62	6,746.00		6,746.00					-
Fire	Heating System Replacement/Repair	20002010-5846BI	2/13/2020		2/13/2020	62	23,145.00		23,145.00					-
Fire	Antenna	20002010-5846BJ	2/13/2020		2/13/2020	62	24,250.00		31,928.78	2,871.22				19,450.00
Planning	Highland Ave Study	20002020-5846BK	2/13/2020		2/27/2020	59	40,000.00	(40,000.00)						-
Electric	Leslie Retreat Park	20002008-5846BL	2/27/2020		2/27/2020	137	15,680.59		29,904.89					15,680.59
DPS	Salt Shed Study	20002023-5846BM	3/12/2020		3/12/2020	165	30,000.00		173,621.86					95.01
DPS	Roof Repair	20002023-5846BN	3/12/2020		3/12/2020	163	175,000.00		19,800.00					1,378.14
Health	Mack Park Farm	20002012-5846BO	4/9/2020		4/9/2020	208	20,000.00							200.00
Veterans	Riley Plaza Flag Pole Repair	20002028-5846BP	4/23/2020		4/23/2020	241	2,840.08							2,840.08
Engineering	McGrath Park Soils Investigation	20002029-5846BQ	4/23/2020		4/23/2020	239	20,000.00		19,918.30					81.70
Planning	Beverly-Salem Climate Action Plan	20002020-5846BR	5/28/2020		5/28/2020	274	32,000.00		32,000.00					-
Park & Rec	Bertram Field	20002017-5846BS	6/25/2020		6/25/2020	322	391,140.00		391,140.00					-
Park & Rec	Pioneer Village/Camp Naumkeag relocation Project	20002017-5846BS	7/9/2020		9/10/2020	349	130,000.00		70,216.50	11,491.25				48,292.25
Planning	Common Fence Restoration	20002020-5846BU	7/9/2020		9/10/2020	359	80,000.00		80,000.00					-
FY 2021 - Open Projects														
Library	Main Elevator Repair	20002114-5846CA	11/19/2020		11/19/2020	483	7,458.00		7,458.00					-
Library	Fire Alarm System	20002114-5846CB	1/28/2021		01/28/21	34	4,950.00		4,950.00					-
Engineering	Essex Street Roadway and Sidewalk	20002129-5846CC	2/25/2021		02/25/21	65	200,000.00		2,388.39	193,931.90				3,679.71
School	Bentley Academy Innovation	20002129-5846CD	3/11/2021		03/11/21	112	124,121.00		123,374.36	515.00				231.64
City Council	Furnishing Repairs and Restoration	20002103-5846CE	3/25/2021		03/25/21	143	18,785.00		17,895.00					900.00
Traffic & Parking	Garage Equipment Upgrade	20002118-5846CF	3/25/2021		03/25/21	139	175,000.00							-
Traffic & Parking	Bike Share program equipment	20002118-5846CG	3/25/2021		04/22/21	140	50,000.00		41,893.11	175,000.00				-
P&R	WH Furniture & Fixtures	20002117-5846CH	3/25/2021		03/25/21	142	4,000.00			8,108.88				-
Engineering	WS Emergency	20002129-5846CI	4/22/2021		04/22/21	188	37,441.46		35,353.70					4,000.00
Traffic & Parking	Garage Public Restrooms	20002118-5846CJ	4/22/2021		04/22/21	197	250,000.00		250,000.00					2,087.78
DPS/Engineering	DPS Facility Fuel Canopy	20002129-5846CK	04/22/2021		04/22/21	203	15,875.00		15,875.00					-
Planning	Artist Row Bathroom Upgrade	20002120-5846CL	4/22/2021		04/22/21	200	30,000.00		30,000.00					-
FY 2022 - Open Projects														
Building	Improvements, Upgrades, Repairs and ADA Compliance	20002202-5846CM	6/10/2021		6/10/2021	282	40,000.00		6,043.29	29,481.00				4,475.71
City Clerk	Replacement of Voting Equipment	20002203-5846CN	6/10/2021		6/10/2021	262	55,000.00							55,000.00
Electrical	F350 Utility Truck	20002208-5846CO	6/10/2021		6/10/2021	262	55,000.00			48,049.00				6,951.00

CITY OF SALEM, MASSACHUSETTS
FY 2021 Short Term Capital Improvement Program Activity - Fund 2000

Department	Description	Org/Obj	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Repurposed and/or TF In	L-T-D Paid Thru 6/30/22	Encumbrance	Amt Not Used	Date Closed	Date Paid	Available Balance
Fire	Portable Radios	20002210-5846CP	6/10/2021		6/10/2021	262	20,000.00			13,952.61				6,047.39
Fire	General Building Maintenance/Upgrades/Master Plan	20002210-5846CQ	6/10/2021		6/10/2021	262	50,000.00		26,389.51	4,785.85				18,824.84
HarborMaster	Dockhouse Relocation	20002211-5846CR	6/10/2021		6/10/2021	262	50,000.00		4,187.50	7,802.50				38,000.00
Health	Mack Park Community Farm	20002212-5846CS	6/10/2021		6/10/2021	262	15,000.00		9,400.00					5,600.00
Recreation	Equipment - Golf Course & Winter Island	20002217-5846CT	6/10/2021		6/10/2021	262	87,000.00			85,288.18				1,711.82
Parking	Parking Equipment Install and Maintenance (meters, k	20002218-5846CU	6/10/2021		6/10/2021	262	75,000.00		73,995.00					1,005.00
Planning	Studios, Including Open Space, Harmony Grove Multi-	20002220-5846CV	6/10/2021		6/10/2021	262	100,000.00							75,000.00
Planning	Dickson Chapel Next Phases Design	20002220-5846CW	6/10/2021		6/10/2021	262	30,000.00			25,000.00				30,000.00
Planning	OTH & Artist Row General Upgrades, Improvements,	20002220-5846CX	6/10/2021		6/10/2021	262	30,000.00							30,000.00
Police	Body Worn Cameras, Police Equipment	20002221-5846CY	6/10/2021		6/10/2021	262	90,000.00							90,000.00
Police	Community Cameras	20002221-5846CZ	6/10/2021		6/10/2021	262	45,000.00			38,971.61				8,028.39
Police	Police Headquarters General Repairs, Improvements,	20002221-5846DA	6/10/2021		6/10/2021	262	75,000.00							75,000.00
Public Services	F550 Dump	20002223-5846DB	6/10/2021		6/10/2021	262	88,000.00			62,649.80				6,350.20
School	Motorized Cleaning Equipment	20002225-5846DC	6/10/2021		6/10/2021	262	109,000.00							109,000.00
Building/Public Properties	Office Reconfiguration FF&E	20002202-5846DE	9/23/2021		09/23/21	490	54,755.00		38,091.00	12,000.00				4,664.00
Building/Public Properties	Flagpole Repairs	20002202-5846DJ	2/24/2022		02/24/22	139	3,375.00			3,375.00				-
HarborMaster	Ferry Repairs	20002211-5846DF	1/13/2022		01/13/22	11	650,000.00		-	-				650,000.00
Traffic & Parking	Traffic Calming, Speed Humps	20002218-5846DH	2/24/2022		02/24/22	138	250,000.00		-	118,325.00				131,675.00
Planning	Hertiegate Trail project (landscape, painting, etc.)	20002220-5846DG	2/10/2022		02/10/22	86	40,000.00		-					40,000.00
Planning	Downtown Public Parking Planning	20002220-5846DI	2/24/2022		03/10/22	137	90,000.00		-					90,000.00
Police	Emergency Repair of Dispatch Center A/C	20002221-5846DJ	9/9/2021		09/09/21	426	16,181.00		16,181.00					-
Schools	Witchcraft Heights Tile Floor Replacement	20002225-5846DK	2/24/2022		03/10/22	147	185,822.00		-					185,822.00
Public Services	Gonyea Park LSP services	20002223-5846DM	3/24/2022		03/01/22	213	80,000.00		-					80,000.00

5,893,435.38 (40,000.00) 2,716,852.45 1,187,338.53

Project Ending Available Balance 1,936,093.86
FY21 & prior FC Transfer 934,120.00
FY22 FC Transfer 3,288,910.80
6,158,124.46

Munis Ending Available Balance 6,158,124.46

Variance -

**City of Salem, Massachusetts
FY 2022 Sale Of Property Fund - Fund 2441**

Department	Description	Org/Obj	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Y-T-D Paid	Amt Not Used	Date Paid	Outstanding Balance
DPS	Furlong Park reconstruction/	14122-5320	12/07/21		12/07/21	622	96,800.00				

FY 2022 Beginning Balance 11,791.50
Revenue Collected To Date 94,073.70

FY 2022 Pending CO Total - FY 2022 YTD Balance 9,065.20

Total Open Balances --> 34,026.86

Total Fund Bal --> 43,092.06

**City of Salem, Massachusetts
FY 2022 Retirement Stabilization - Fund 8311**

Department	Description	Org/Obj	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Y-T-D Paid	Amt (Over)/Under Paid	Date Paid
FY 2022 Beginning Balance							734,710.81			
Transfers In							600,000.00			
Building	Marcia Kirkpatrick	83113-5146	06/24/21		06/24/21	329	(21,992.10)	21,992.10	-	07/08/21
HR	Union 2 day buyback	83113-5146	06/24/21		06/24/21	334	(9,050.00)	9,050.00	-	07/08/21
School	Carmella Cote	83113-5146	06/24/21		06/24/21	335	(8,182.45)	8,182.45	-	07/08/21
Schools	Susan Raynes	83113-5146	07/15/21		07/15/21	374	(33,536.00)	33,536.00	-	10/28/21
Schools	Eileen Johnson	83113-5146	07/15/21		07/15/21	374	(20,037.60)	20,037.60	-	07/29/21
Schools	Catherine Connolly	83113-5146	07/15/21		07/15/21	374	(32,036.00)	32,036.00	-	08/26/21
Schools	Sushila Day	83113-5146	07/15/21		07/15/21	374	(34,234.40)	34,234.40	-	09/30/21
Schools	Joanne O'Keefe	83113-5146	07/15/21		07/15/21	374	(37,728.00)	37,728.00	-	11/10/21
Schools	Petra Nicholson	83113-5146	07/15/21		07/15/21	374	(18,144.00)	18,144.00	-	07/29/21
Schools	Susan Marchand	83113-5146	07/15/21		07/15/21	374	(16,607.67)	16,607.67	-	07/29/21
Schools	Lisa Gray Duffy	83113-5146	07/15/21		07/15/21	376	(17,948.40)	17,948.40	-	04/21/21
Police	Michael Levesque	83113-5146	09/09/21		09/09/21	422	(33,553.68)	33,553.68	-	09/30/21
Police	Jonathan Bedard	83113-5146	09/09/21		09/09/21	422	(46,595.12)	46,595.12	-	09/30/21
Police	Edward Vallancourt	83113-5146	09/09/21		09/09/21	422	(45,553.60)	45,553.60	-	09/30/21
Police	Philas Verrelle	83113-5146	09/09/21		09/09/21	422	(57,814.40)	57,814.40	-	09/30/21
Police	Kate DeRosa	83113-5146	09/09/21		09/09/21	422	(45,843.84)	45,843.84	-	09/30/21
Police	James Johnson	83113-5146	09/09/21		09/09/21	422	(32,629.44)	32,629.44	-	09/30/21
Police	Brian Gilligan	83113-5146	09/09/21		09/09/21	422	(67,510.40)	67,510.40	-	09/30/21
Police	Stephen Bona	83113-5146	09/09/21		09/09/21	422	(64,380.00)	64,380.00	-	09/30/21
Police	Frederick Dubiel	83113-5146	09/09/21		09/09/21	422	(9,483.21)	9,483.21	-	09/30/21
Schools	Karen Dombrowski	83113-5146	09/09/21		09/09/21	422	(8,550.00)	8,550.00	-	09/30/21
Schools	Jean Beaulieu	83113-5146	09/09/21		09/09/21	422	(7,685.21)	7,685.21	-	09/30/21
Schools	Deborah Connerty	83113-5146	09/09/21		09/09/21	422	(58,267.50)	58,267.50	-	09/30/21
Schools	Peter Harrington	83113-5146	09/09/21		09/09/21	422	(9,296.99)	9,296.99	-	09/30/21
Schools	Linda Pydynkowski	83113-5146	09/09/21		09/09/21	422	(11,176.80)	11,176.80	-	09/30/21
IT	Eric Berggren	83113-5146	09/09/21		09/09/21	422	(2,955.44)	2,955.44	-	09/30/21
Police	Patrolman Reto Wage	83113-5146	10/14/2021		10/14/21	521	(3,598.32)	3,598.32	-	10/28/21
Schools	Carolyn Townsend	83113-5146	11/18/2021		11/18/21	591	(34,234.40)	34,234.40	-	12/23/21
Schools	Heidi Smith	83113-5146	11/18/2021		11/18/21	591	(36,219.20)	36,219.20	-	12/23/21
Schools	Jeffrey Bachmann	83113-5146	11/18/2021		11/18/21	591	(10,858.44)	10,858.44	-	12/23/21
Fire	John Roth	83113-5146	11/13/2022		01/13/22	13	(45,532.78)	45,532.78	-	02/03/22
Schools	David Adams	83113-5146	11/27/2022		01/27/22	49	(24,071.08)	24,071.08	-	02/17/22
Schools	Susan Hamlin	83113-5146	11/27/2022		01/27/22	49	(36,888.80)	36,888.80	-	02/17/22
Schools	Pamela Short	83113-5146	11/27/2022		01/27/22	49	(6,834.28)	6,834.28	-	02/24/22
Police	Patrolman Reto Wage	83113-5146	11/27/2022		01/27/22	50	(43,175.05)	43,175.05	-	04/07/22
Fire	Paul Gallant	83113-5147	3/24/2022		03/24/22	212	(63,392.79)	63,392.79	-	04/07/22
Fire	Michael O'Donnell	83113-5148	3/24/2022		03/24/22	212	(47,677.30)	47,677.30	-	04/07/22
Fire	Patricia Marfongelli	83113-5149	3/24/2022		03/24/22	212	(23,974.90)	23,974.90	-	04/07/22
Fire	Jeffrey Brown	83113-5150	3/24/2022		03/24/22	212	(22,216.25)	22,216.25	-	04/07/22
School	Patricia Robertie	83113-5151	4/28/2022		04/28/22	310	(66,898.12)	66,898.12	-	
Various	Union buyback - active	83113-5151	4/28/2022		04/28/22	310	(66,898.12)	66,898.12	-	
Various	Union buyback - active	83113-5146	4/28/2022		04/28/22	310	(66,898.12)	66,898.12	-	

Interest earned	619.61		
Add Back Amounts not Used	-		
Pending	(65,898.12)	FY 2022 YTD Balance	99,827.86
Balance Less Pending	33,929.74	Total Fund Bal	33,929.74

Description	Date	Pending	C.O. #	Approved	Reason
	To Council	Free Cash			

\$ 17,444,553.00

[illegible]

1	2
5	5

\$ (11,113,887.47)
\$ 6,330,685.53

CITY OF SALEM, MASSACHUSETTS
FY 2021 WATER AND SEWER R/E APPROPRIATIONS

Description	Date To Council	Pending Retained Earnings	Date Approved	C.O. #	Approved Retained Earnings	Reason
CERTIFIED WATER & SEWER RETAINED EARNINGS						
					3,239,564.00	
TOTAL SEWER R/E USED BALANCE					0.00 3,239,564.00	0.00 3,239,564.00
CERTIFIED TRASH RETAINED EARNINGS						
					343,181.00	
TOTAL TRASH R/E USED BALANCE					0.00 343,181.00	0.00 343,181.00

CITY OF SALEM, MA - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2022 09

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
010 ASSESSORS							
1 Personnel	328,792.47	-21,600.00	307,192.47	187,530.90	0.00	119,661.57	61.0%
2 Expenses	39,900.00	22,950.00	62,850.00	48,547.03	6,367.54	7,935.43	87.4%
TOTAL ASSESSORS	368,692.47	1,350.00	370,042.47	236,077.93	6,367.54	127,597.00	65.5%
030 CITY CLERK							
1 Personnel	663,350.00	0.00	663,350.00	494,641.99	0.00	168,708.01	74.6%
2 Expenses	135,631.00	54,329.57	189,960.57	114,762.69	4,049.27	71,148.61	62.5%
TOTAL CITY CLERK	798,981.00	54,329.57	853,310.57	609,404.68	4,049.27	239,856.62	71.9%
040 COLLECTOR							
1 Personnel	249,323.00	1,682.46	251,005.46	185,403.38	0.00	65,602.08	73.9%
2 Expenses	8,300.00	399.87	8,699.87	3,331.46	1,994.57	3,373.84	61.2%
TOTAL COLLECTOR	257,623.00	2,082.33	259,705.33	188,734.84	1,994.57	68,975.92	73.4%
055 SUSTAIN/RESILIENCY							
1 Personnel	184,894.00	0.00	184,894.00	133,611.27	0.00	51,282.73	72.3%
2 Expenses	14,290.00	0.00	14,290.00	1,060.92	6,750.00	6,479.08	54.7%

CITY OF SALEM, MA - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2022 09

ORIGINAL APPROP	TRANS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
TOTAL SUSTAIN/RESILIENCY 199,184.00	0.00	199,184.00	134,672.19	6,750.00	57,761.81	71.0%
060 COUNCIL ON AGING						
1 Personnel	0.00	498,720.00	334,809.28	0.00	163,910.72	67.1%
2 Expenses	630.49	90,530.49	30,079.19	30,918.56	29,532.74	67.4%
TOTAL COUNCIL ON AGING 588,620.00	630.49	589,250.49	364,888.47	30,918.56	193,443.46	67.2%
070 INFORMATION TECHNOLOGY-GIS						
1 Personnel	0.00	788,741.00	512,650.41	0.00	276,090.59	65.0%
2 Expenses	181,946.22	1,029,511.22	895,836.98	103,679.88	29,994.36	97.1%
TOTAL INFORMATION TECHNOLOGY-GIS 1,636,306.00	181,946.22	1,818,252.22	1,408,487.39	103,679.88	306,084.95	83.2%
080 ELECTRICAL						
1 Personnel	0.00	409,740.00	280,146.02	0.00	129,593.98	68.4%
2 Expenses	30,380.51	458,320.51	284,821.85	37,488.07	136,010.59	70.3%
TOTAL ELECTRICAL 837,680.00	30,380.51	868,060.51	564,967.87	37,488.07	265,604.57	69.4%
090 FINANCE/AUDITING						
1 Personnel	-90,000.00	266,175.00	173,375.71	0.00	92,799.29	65.1%

CITY OF SALEM, MA - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2022 09

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
2 Expenses	52,215.00	117,323.06	169,538.06	134,149.94	2,474.78	32,913.34	80.6%
TOTAL FINANCE/AUDITING	408,390.00	27,323.06	435,713.06	307,525.65	2,474.78	125,712.63	71.1%
100 FIRE							
1 Personnel	9,052,600.00	300,000.00	9,352,600.00	6,940,074.04	0.00	2,412,525.96	74.2%
2 Expenses	503,206.00	19,401.99	522,607.99	351,403.56	103,844.95	67,359.48	87.1%
TOTAL FIRE	9,555,806.00	319,401.99	9,875,207.99	7,291,477.60	103,844.95	2,479,885.44	74.9%
110 HARBORMASTER							
1 Personnel	343,681.00	2,744.24	346,425.24	257,830.84	0.00	88,594.40	74.4%
2 Expenses	44,100.00	4,150.73	48,250.73	28,272.16	7,839.09	12,139.48	74.8%
TOTAL HARBORMASTER	387,781.00	6,894.97	394,675.97	286,103.00	7,839.09	100,733.88	74.5%
120 HEALTH DEPT							
1 Personnel	593,180.00	0.00	593,180.00	402,859.88	0.00	190,320.12	67.9%
2 Expenses	85,859.00	2,393.81	88,252.81	27,591.21	11,611.32	49,050.28	44.4%
TOTAL HEALTH DEPT	679,039.00	2,393.81	681,432.81	430,451.09	11,611.32	239,370.40	64.9%
130 HUMAN RESOURCES							

CITY OF SALEM, MA - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2022 09

130 HUMAN RESOURCES ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
1 Personnel ¹ 17,371,063.00	372,280.16	17,743,343.16	12,043,831.67	79,150.57	5,620,360.92	68.3%
2 Expenses 22,500.00	697.45	23,197.45	12,374.34	1,131.46	9,691.65	58.2%
TOTAL HUMAN RESOURCES 17,393,563.00	372,977.61	17,766,540.61	12,056,206.01	80,282.03	5,630,052.57	68.3%
140 LIBRARY						
1 Personnel ¹ 1,095,190.00	0.00	1,095,190.00	774,502.23	0.00	320,687.77	70.7%
2 Expenses 363,902.00	9,525.79	373,427.79	262,881.23	90,173.55	20,373.01	94.5%
TOTAL LIBRARY 1,459,092.00	9,525.79	1,468,617.79	1,037,383.46	90,173.55	341,060.78	76.8%
160 MAYOR						
1 Personnel ¹ 435,887.00	0.00	435,887.00	290,773.27	0.00	145,113.73	66.7%
2 Expenses 174,950.00	28,170.38	203,120.38	105,404.22	7,437.84	90,278.32	55.6%
TOTAL MAYOR 610,837.00	28,170.38	639,007.38	396,177.49	7,437.84	235,392.05	63.2%
170 RECREATION						
1 Personnel ¹ 1,145,156.00	714.03	1,145,870.03	776,287.86	0.00	369,582.17	67.7%
2 Expenses 745,433.00	113,506.15	858,939.15	380,617.96	261,223.85	217,097.34	74.7%
TOTAL RECREATION 1,890,589.00	114,220.18	2,004,809.18	1,156,905.82	261,223.85	586,679.51	70.7%
180 TRAFFIC & PARKING DEPT						

CITY OF SALEM, MA - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2022-09

180 TRAFFIC & PARKING DEPT ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED	
1 Personnel ¹	916,032.00	49,232.68	965,264.68	708,503.84	0.00	256,760.84	73.4%
2 Expenses	430,635.00	43,259.48	473,894.48	329,063.94	105,118.67	39,711.87	91.6%
TOTAL TRAFFIC & PARKING DEPT	1,346,667.00	92,492.16	1,439,159.16	1,037,567.78	105,118.67	296,472.71	79.4%
200 PLANNING							
1 Personnel ¹	693,889.14	0.00	693,889.14	493,754.89	0.00	200,134.25	71.2%
2 Expenses	399,770.00	42,351.61	442,121.61	298,268.03	98,027.52	45,826.06	89.6%
TOTAL PLANNING	1,093,659.14	42,351.61	1,136,010.75	792,022.92	98,027.52	245,960.31	78.3%
210 POLICE							
1 Personnel ¹	10,724,321.00	-273,202.00	10,451,119.00	7,009,289.09	0.00	3,441,829.91	67.1%
2 Expenses	878,207.00	316,744.35	1,194,951.35	575,087.49	239,978.52	379,885.34	68.2%
TOTAL POLICE	11,602,528.00	43,542.35	11,646,070.35	7,584,376.58	239,978.52	3,821,715.25	67.2%
220 PUBLIC PROPERTY							
1 Personnel ¹	645,994.00	0.00	645,994.00	438,150.64	0.00	207,843.36	67.8%
2 Expenses	745,200.00	31,437.77	776,637.77	593,179.00	144,776.69	38,682.08	95.0%
TOTAL PUBLIC PROPERTY	1,391,194.00	31,437.77	1,422,631.77	1,031,329.64	144,776.69	246,525.44	82.7%
230 PUBLIC SERVICES							

CITY OF SALEM, MA - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2022 09									
230 PUBLIC SERVICES		ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED	
1 Personnel	1,984,945.00	0.00		1,984,945.00	1,478,083.01	0.00	506,861.99	74.5%	
2 Expenses	1,938,631.00	491,872.53		2,430,503.53	2,871,164.65	1,196,010.20	-1,636,671.32	167.3%	
TOTAL PUBLIC SERVICES	3,923,576.00	491,872.53		4,415,448.53	4,349,247.66	1,196,010.20	-1,129,809.33	125.6%	
235 ENGINEERING									
1 Personnel	155,077.00	4,107.69		159,184.69	131,125.12	0.00	28,059.57	82.4%	
2 Expenses	19,300.00	99,339.42		118,639.42	25,132.72	79,756.59	13,750.11	88.4%	
TOTAL ENGINEERING	174,377.00	103,447.11		277,824.11	156,257.84	79,756.59	41,809.68	85.0%	
240 PURCHASING									
1 Personnel	178,774.00	0.00		178,774.00	105,956.53	0.00	72,817.47	59.3%	
2 Expenses	105,213.00	5,352.87		110,565.87	62,356.13	37,368.51	10,841.23	90.2%	
TOTAL PURCHASING	283,987.00	5,352.87		289,339.87	168,312.66	37,368.51	83,658.70	71.1%	
250 SCHOOL									
1 Personnel	52,618,987.51	-220,890.00		52,398,097.51	31,619,741.29	0.00	20,778,356.22	60.3%	
2 Expenses	13,844,007.00	1,707,418.99		15,551,425.99	8,694,954.81	2,613,088.39	4,243,382.79	72.7%	
TOTAL SCHOOL	66,462,994.51	1,486,528.99		67,949,523.50	40,314,696.10	2,613,088.39	25,021,739.01	63.2%	
260 SOLICITOR-LICENSING									

CITY OF SALEM, MA - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2022 09

260 SOLICITOR-LICENSING ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
1 Personnel	434,574.00	0.00	260,528.01	0.00	174,045.99	60.0%
2 Expenses	78,700.00	11,365.05	49,752.57	17,399.15	22,913.33	74.6%
TOTAL SOLICITOR-LICENSING	513,274.00	11,365.05	310,280.58	17,399.15	196,959.32	62.5%
270 TREASURER						
1 Personnel	15,228,338.32	3,199.05	14,656,677.03	0.00	574,860.34	96.2%
2 Expenses	19,995,770.75	1,785.69	15,929,210.84	11,428.06	4,056,917.54	79.7%
TOTAL TREASURER	35,224,109.07	4,984.74	30,585,887.87	11,428.06	4,631,777.88	86.9%
280 VETERANS SERVICES						
1 Personnel	122,269.00	2,205.29	90,209.41	0.00	34,264.88	72.5%
2 Expenses	410,800.00	0.00	260,888.43	302.67	149,608.90	63.6%
TOTAL VETERANS SERVICES	533,069.00	2,205.29	351,097.84	302.67	183,873.78	65.6%
900 BUDGET TRANSFERS OUT OF GF						
2 Expenses	650,000.00	0.00	650,000.00	0.00	0.00	100.0%
TOTAL BUDGET TRANSFERS OUT OF GF	650,000.00	0.00	650,000.00	0.00	0.00	100.0%
GRAND TOTAL						
160,271,618.19	3,467,207.38	163,738,825.57	113,800,540.96	5,299,390.27	44,638,894.34	72.7%

** END OF REPORT - Generated by Anna Freedman **

CITY OF SALEM, MA - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2022 09

ACCOUNTS FOR: 6000 Sewer Enterprise Fund		ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
230 PUBLIC SERVICES								
1 Personnel	485,861.70	0.00		485,861.70	266,988.90	0.00	218,872.80	55.0%
2 Expenses	180,000.00	35,140.00		215,140.00	100,611.86	62,190.75	52,337.39	75.7%
TOTAL PUBLIC SERVICES	665,861.70	35,140.00		701,001.70	367,600.76	62,190.75	271,210.19	61.3%
235 ENGINEERING								
1 Personnel	194,857.00	0.00		194,857.00	118,429.92	0.00	76,427.08	60.8%
2 Expenses	750,450.00	105,627.74		856,077.74	178,940.98	266,620.56	410,516.20	52.0%
TOTAL ENGINEERING	945,307.00	105,627.74		1,050,934.74	297,370.90	266,620.56	486,943.28	53.7%
270 TREASURER								
2 Expenses	6,718,301.30	0.00		6,718,301.30	5,226,323.05	0.00	1,491,978.25	77.8%
TOTAL TREASURER	6,718,301.30	0.00		6,718,301.30	5,226,323.05	0.00	1,491,978.25	77.8%
TOTAL Sewer Enterprise Fund	8,329,470.00	140,767.74		8,470,237.74	5,891,294.71	328,811.31	2,250,131.72	73.4%

CITY OF SALEM, MA - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2022 09

ACCOUNTS FOR: 6100 Water Enterprise Fund		TRANS/ADJ SMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
230 PUBLIC SERVICES							
1 Personnel	540,861.00	0.00	540,861.00	315,731.70	0.00	225,129.30	58.4%
2 Expenses	181,650.00	111,315.35	292,965.35	174,239.68	62,983.25	55,742.42	81.0%
TOTAL PUBLIC SERVICES	722,511.00	111,315.35	833,826.35	489,971.38	62,983.25	280,871.72	66.3%
235 ENGINEERING							
1 Personnel	194,857.00	0.00	194,857.00	118,430.40	0.00	76,426.60	60.8%
2 Expenses	593,050.00	42,876.13	635,926.13	356,516.28	164,035.70	115,374.15	81.9%
TOTAL ENGINEERING	787,907.00	42,876.13	830,783.13	474,946.68	164,035.70	191,800.75	76.9%
270 TREASURER							
2 Expenses	4,967,923.61	0.00	4,967,923.61	4,676,266.25	0.00	291,657.36	94.1%
TOTAL TREASURER	4,967,923.61	0.00	4,967,923.61	4,676,266.25	0.00	291,657.36	94.1%
TOTAL Water Enterprise Fund	6,478,341.61	154,191.48	6,632,533.09	5,641,184.31	227,018.95	764,329.83	88.5%

CITY OF SALEM, MA - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2022 09

ACCOUNTS FOR: 6200 Solid Waste Enterprise		TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
235 ENGINEERING							
1 Personnel	79,844.00	0.00	79,844.00	63,238.12	0.00	16,605.88	79.2%
2 Expenses	3,882,600.00	345,792.46	4,228,392.46	2,744,770.76	1,353,508.24	130,113.46	96.9%
TOTAL ENGINEERING	3,962,444.00	345,792.46	4,308,236.46	2,808,008.88	1,353,508.24	146,719.34	96.6%
TOTAL Solid Waste Enterprise	3,962,444.00	345,792.46	4,308,236.46	2,808,008.88	1,353,508.24	146,719.34	96.6%

CITY OF SALEM, MA - LIVE



YEAR-TO-DATE BUDGET REPORT

FOR 2022 09							
ACCOUNTS FOR: 6300 COMCAST PEG ACCESS ENTERPRISE							
	ORIGINAL APPROP	TRANS/ADJSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
260 SOLICITOR-LICENSING							
2 Expenses	691,250.00	0.00	691,250.00	433,127.32	0.00	258,122.68	62.7%
TOTAL SOLICITOR-LICENSING							
	691,250.00	0.00	691,250.00	433,127.32	0.00	258,122.68	62.7%
TOTAL COMCAST PEG ACCESS ENTERPRISE							
	691,250.00	0.00	691,250.00	433,127.32	0.00	258,122.68	62.7%

CITY OF SALEM, MA - LIVE

YEAR-TO-DATE BUDGET REPORT

FOR 2022 '09

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
19,461,505.61	640,751.68	20,102,257.29	14,773,615.22	1,909,338.50	3,419,303.57	83.0%

GRAND TOTAL

** END OF REPORT - Generated by Anna Freedman **





CITY OF SALEM

In City Council May 12, 2022

ORDERED: That the Veteran's Agent raise the flags of the Asian and Pacific Island nations in Riley Plaza on Monday, May 23, 2022 through Sunday, May 29, 2022, in celebration of Asian American and Pacific Islander Heritage Month.

CITY OF SALEM



In City Council May 12, 2022

Resolution: Congratulating the Salem Witch Museum on their 50th Anniversary

WHEREAS: The Salem Witch Museum celebrates its 50th anniversary this May, having first opened its doors in 1972

WHEREAS: During those 50 years, the Salem Witch Museum has employed hundreds of Salem residents, from high school students to senior citizens.

WHEREAS: The Salem Witch Museum has been a loving steward of their own historic building, the iconic East Church, having invested generously in the maintenance of both the structure, its surrounding landscape and sidewalk.

WHEREAS: Staff and leadership of the Salem Witch Museum have supported and been actively engaged in this community for 50 years

WHEREAS: The Salem Witch Museum Education team continues to offer virtual lectures to students from around the world who are learning about the Salem Witch Trials.

WHEREAS: The Salem Witch Museum has played an active role in the academic understanding of the phrase "witch hunt" collecting data from guests since 2013 and sharing it with researchers from the University of Texas.

NOW THEREFORE BE IT RESOLVED: That the Salem City Council do hereby express our congratulations, thanks and appreciation to the staff and leadership of the Salem Witch Museum on the occasion of their 50th anniversary.

AND BE IT FURTHER RESOLVED: That the City Council make this Resolution a matter of record of these proceedings, and that a suitable copy of this Resolution be sent to the Salem Witch Museum, along with a copy of the City Seal, as a token of our very best wishes for continued success.

City of Salem

In the year Two Thousand and Twenty-Two

An Ordinance to amend an ordinance relative to zoning.

Section 1. Amend Section 3.1 *Table of Principal and Accessory Use Regulations* by inserting the following uses within *C. Commercial Uses* and *E. Accessory Uses*:

<i>C. Commercial Uses</i>	RC	R1	R2	R3	B1	B2	B4	B5	BPD	NRCC	I
Medium-Scale Ground Mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Large-Scale Ground Mounted Solar Energy System	PBN	PBN	N	YN	Y	Y	Y	Y	Y	Y	Y
<i>E. Accessory Uses</i>											
<u>Canopy Mounted Solar Energy System</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>-</u>	<u>PB</u>
Roof-Mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Small-Scale Ground Mounted Energy System	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Medium-Scale Ground Mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Section 2. Amend Section 4.1.2 *Notes to Table of Dimensional Requirements* by inserting the phrase “roof-mounted solar energy systems” immediately following the word “ventilators” as it appears in paragraph 7 and further amend this Section by inserting the following new paragraphs:

“8. Small- and medium-scale ground mounted solar energy systems accessory to principal use may be located no closer than ten (10) feet from the front, side, or rear lot line.

9. Lot Coverage-Ground mounted solar energy systems shall not count towards building coverage as defined in Section 10.0 definitions.”

Section 3. Amend Section 5 *General Regulations* by adding the following new sections:

~~“5.4. BICYCLE PARKING~~

~~5.4.1 Purposes.~~ Bicycling infrastructure in Salem is a basic necessity to residents, visitors, and employers and can provide a key “last mile” connection to destinations throughout the city. The purpose of this section is to provide specific guidelines to project proponents to determine the type, location, and amount of bicycle parking required for each development project. The intended result is to require development projects to include bicycle parking that enhances the project’s value and helps to make Salem a more desirable place to live, work, and visit.

~~5.4.2. Requirements.~~

The required minimum quantity of bicycle parking spaces is as outlined below. Additional bicycle spaces are encouraged but are not required beyond the minimum stated:

Single family and two-family residential: none

Residential with three or more units: 1 long-term bicycle space per unit, 1 short-term space per 4 units

Commercial/Industrial/Exempt or Institutional: 1 long-term space per 4 employees.
Number of short-term spaces to be determined by the Planning Board, but shall not be less than 2.

~~5.4.3 Additional Notes.~~ Fractions of spaces shall be rounded up to a whole number. Minimum bicycle storage consists of one double-sided rack. Total employees for this purpose is the maximum number of employees present on premises at one time.

~~Section 5.5 ELECTRIC VEHICLE CHARGING STATIONS~~

~~5.5.1 Purposes.~~ In line with the Massachusetts Decarbonization Roadmap to reduce carbon emissions by at least 85% by 2050 and the City of Salem’s Resilient Together Mobility Goals, the City will encourage use of electric vehicles by further enabling electric vehicle charging. As of 2017, the transportation sector accounted for 42% of greenhouse gas emissions in the Commonwealth and 43% of greenhouse gas emissions in the City of Salem. Electric Vehicles offer the most promising option for replacing internal combustion engine vehicles.

~~5.5.2 Requirements.~~ New developments of 5,000 square feet or larger shall have 25% of parking spaces be installed with Electric Vehicle Supply Equipment; and the remaining 75% of parking spaces shall be Electric Vehicle Ready for future installation.”

Section 4. Amend Section 6 *Special Regulations* by adding the following new section:

~~“Section 6.12-Solar Energy Facilities~~

~~6.12.1 Purpose.~~ The purpose of this section is to accommodate solar energy facilities in appropriate locations, while minimizing any adverse visual, safety, and environmental impacts of the facilities.

6.12.2 Applicability. This section applies to all uses identified as requiring a site plan review per Section 9.5.2 or a special permit for ground mounted solar energy facilities per Section 3.1, Table of Uses.

6.12.3 Siting Preferences. Where a solar facility is sited, as well as placement on the site once selected, is an important consideration. The City strongly discourages locations that result in significant loss of land and natural resources, including farm and forest land, and encourages rooftop siting, as well as locations in industrial and commercial districts, or on vacant, disturbed land. Significant tree cutting is problematic because of the important water management, cooling, and climate benefits trees provide.

6.12.4 Dimensional Regulations

1. Height- For primary uses see Section 4, Table 4.1.1. For accessory uses see Section 4.1.2.7
2. Setbacks- For primary uses see Section 4, Table 4.1.1. For small- and medium-scale ground mounted solar energy systems accessory to principal use may be located no closer than ten (10) feet from the front, side, or rear lot line. All ground-mounted solar energy systems in residential districts shall be installed either in the side yard or rear yard to the extent practicable.
3. Lot Coverage-Ground mounted solar energy systems shall not count towards building coverage as defined in Section 10.0 definitions.

6.12.5 Special Permit.

1. The Planning Board is hereby designated the Special Permit Granting Authority (SPGA) for solar energy systems. The SPGA shall adopt rules relative to the application for special permits for ground mounted solar plan approval and file a copy with the City Clerk. After notice and public hearing and after due consideration of the reports and recommendations of other city boards, commissions and or departments, the SPGA may grant such a permit. ~~The SPGA shall also impose, in addition to any applicable conditions specified in this section, such applicable conditions as the SPGA finds reasonably appropriate to improve the site design to serve the purposes of this section.~~ The SPGA shall also impose any applicable conditions determined by the SPGA to be reasonably appropriate to improve the site design and to serve the purposes of this section.
2. The Planning Board shall include as part of its special permit review and proceedings all the provisions and requirements of the Site Plan Review standards applicable to large-scale ground-mounted solar energy systems. See Section 9.4 for additional Special Permit Requirements.

6.12.6 Large and Medium Scale Ground Mounted Solar Energy System Site Plan Review

1. Site Plan Documentation Required. In addition to the requirements of Section 9.5, the following items shall be included:

- (a) ~~Blueprints or drawings~~ Scaled drawings or designs of the solar energy system showing the proposed layout of the system, any potential shading from nearby structures, the distance between the proposed solar collector and all property lines and existing on-site buildings and structures, and the tallest finished height of the solar collector;
- (b) Documentation of the major system components to be used, including the panels, mounting system, and inverter(s);
- (c) Additional requirements for large scale ground mounted solar energy systems
 - (i) One or three line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all Massachusetts Electric Code (527 CMR 12.00) compliant disconnects and overcurrent devices;
 - (ii) Documentation of actual or prospective access and control of the project site (see also Solar Design Guideline Document);
 - (iii) An operation and maintenance plan (see Solar Design Guideline Document);
 - (iv) Proof of liability insurance; and
- (d) Decommissioning plan, including details from 6.12.7.2.a-b.

6.12.7 Large and Medium Scale Ground Mounted Solar Energy System Maintenance, Removal, and Abandonment

1. Monitoring and Maintenance.

- (a) Solar Energy System Installation Conditions - The ground-mounted solar energy system owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the Building Commissioner. The owner or operator shall be responsible for the cost of maintaining the solar energy system and any access road(s), unless accepted as a public way.
- (b) Modifications - All material modifications to a ground-mounted solar energy system made after issuance of the required building permit shall require approval by the Site Plan Review Authority.

2. Abandonment or Decommissioning

- (a) Removal Requirements-Any ground-mounted solar energy system which has reached the end of its useful life or has been abandoned consistent with Subsection (b), below of this ordinance shall be removed. The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued

operations. The owner or operator shall notify the Site Plan Review Authority by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:

- (i) Physical removal of all solar energy systems, structures, equipment, security barriers and transmission lines from the site;
- (ii) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.
- (iii) Stabilization ~~or~~ and re-vegetation of the site as necessary to minimize erosion. The Site Plan Review Authority may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

(b) Abandonment-Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the large-scale ground-mounted solar energy system shall be considered abandoned when it fails to operate for more than one year without the written consent of the Site Plan Review Authority. If the owner or operator of the solar energy system fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the ~~town~~ City retains the right, after the receipt of an appropriate court order, to enter and remove an abandoned, hazardous, or decommissioned large-scale ground-mounted solar energy system. As a condition of Site Plan approval, the applicant and landowner shall agree to allow entry to remove an abandoned or decommissioned installation.

(c) Once decommissioning is complete, the owner shall request an inspection from the City within ten (10) days of removal.

6.12.8 Site Plan Review-Roof-mounted and Small-scale Ground-Mounted Solar Energy Systems

1. Applicability-Where these solar energy systems may be accessory to a use allowed through Site Plan Review, the Site Plan Review shall include review of their adequacy, location, arrangement, size, design, and general site compatibility.

6.12.9 Pre-Existing Non-Conforming Uses and Structures

Improvements that do not change the use or the basic exterior characteristics of the building or structure are allowed. Such improvements include but are not limited to the installation or replacement of solar energy systems.”

Section 5. Amend Section 8.4.15 *Site Plan Review* of Section 8.4 *North River Canal Corridor Neighborhood Mixed Use District* by inserting the following additional site plan requirement as the fourth requirement and renumbering the requirements to a total of five:

“4. Adequate net-zero-energy plan;”

Section 6. Amend Section 9.4.2 *Criteria* of Section 9.4 *Special Permits* within Section 9 *Administration and Procedures* by deleting the following:

“5.Impacts on the natural environment including view; and”

and replacing it with the following:

“5.Impacts on the natural environment including greenhouse gas emissions and view; and”

Section 7. Amend Section 9.5.2 *Applicability* of Section 9.5 *Site Plan Review* within Section 9 *Administration and Procedures* by adding the following at the end of paragraph number 2:

“; or

3. Large scale ground mounted solar energy system in the R3, B2, B4, B5, BPD, NRCC, or I district; or
4. Medium scale ground mounted solar energy system in the RC, R1, R2, or R3 district.”

Section 8. Amend Section 9.5.3 *Application* of Section 9.5 *Site Plan Review* within Section 9 *Administration and Procedures* by deleting the phrases “fifteen (15) copies of” and “include fifteen (15) copies of” as they appear in the first paragraph and further amend this Section by adding the following to the end of this Section:

“11. Plans depicting the property lines and physical features, including roads, for the project site;

12. Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation or structures;

13. Locations of active farmland, wetlands, permanently protected open space, Priority Habitat Areas and BioMap 2 Critical Natural Landscape Core Habitat mapped by the Natural Heritage & Endangered Species Program (NHESP) and “Important Wildlife Habitat” mapped by the DEP.

14. Locations of floodplains or inundation areas for moderate or high hazard dams; and

15. Locations of local or National Historic Districts.

16. Location, arrangement, size, and design of roof mounted and small-scale ground mounted solar energy systems.”

Section 9. Amend Section 9.5.4 *Narrative* of Section 9.5 *Site Plan Review* within Section 9 *Administration and Procedures* by inserting the Phrase “, including parking with electric vehicle

charging stations and parking for bicycles;” at the end of paragraph number 2 and further amending this Section by inserting the following after paragraph number 8 and renumbering the requirements to a total of 10:

- “9. Sustainability and resiliency, including energy planning and alignment with local climate mitigation goals;”

Section 10. Amend Section 9.5.5 *Distribution* of Section 9.5 *Site Plan Review* within Section 9 *Administration and Procedures* by replacing the words “his” with “their” as they appear in the first paragraph and further amending the first paragraph of this Section by inserting the phrase “Head of the Sustainability Department or their designee,” immediately preceding the phrases “Board of Health”.

Section 11. Amend Section 9.5.6 *Review Criteria* of Section 9.5 *Site Plan Review* within Section 9 *Administration and Procedures* by adding the following to the end of this Section:

- ~~“14. Adequacy of bicycle parking facilities and number of bicycle parking spaces proposed for each development;~~
- ~~15. Adequacy of electric vehicle charging station;~~
146. Adequacy and general site compatibility of roof mounted and small-scale ground mounted solar energy systems; and
175. Adequacy of a net-zero-energy plan to outline site energy uptake, creation, and consumption.”

Section 12. Amend Section 10 *Definitions* by adding the following new definitions:

~~“Electric Vehicle (EV): Any vehicle that is licensed and registered for operation on public and private highways, roads, and streets and that operates exclusively on electrical energy from an off-board source that is stored in the vehicle’s batteries, producing zero tailpipe emissions or pollution when stationary or operating.”~~

~~Electric Vehicle Supply Equipment (EVSE): Equipment for the purpose of transferring electric energy to a battery or other energy storage device in an electric vehicle.~~

~~Electric Vehicle Ready: Electric Vehicle Ready shall mean providing raceway to every parking space, adequate space in the electrical panel and space for additional transformer capacity to accommodate the future installation of the transformer, if necessary.~~

~~Long-term Bicycle Parking: Long-term Bicycle Parking must be located in an enclosed, limited-access area designed to protect bicycles from precipitation and from theft, such as bicycle lockers, covered bicycle sheds, or bicycle rooms within a building.~~

Net-zero energy site: a site that is optimally efficient, and over the course of a year, generates energy onsite, using clean renewable resources, in a quantity equal to or greater than the total amount of energy consumed onsite.

Net-zero-energy plan: A document outlining a development's energy sources, locations (on or off-site), and consumption. The Plan outlines how the development can become a net-zero energy site, as defined above; or, why achieving net-zero energy site is not possible through renewable resources on-site, given site or other constraints.

Photovoltaic System (also referred to as Photovoltaic Installation): An active solar energy system that converts solar energy directly into electricity.

Rated Nameplate Capacity: The maximum rated output of electric power production of the photovoltaic system in watts of Direct Current (DC).

~~*Short-term Bicycle Parking:* Short-term bicycle parking must be located in a publicly accessible space within 50 feet of pedestrian entrances. Short-term bicycle parking is intended primarily to serve visitors, such as retail patrons making trips of up to a few hours; however, it may serve other bicycle users as needed.~~

Solar Access: The access of a solar energy system to direct sunlight.

Solar Collector: A device, structure or a part of a device or structure for which the primary purpose is to transform solar radiant energy into thermal, mechanical, chemical, or electrical energy.

Solar Energy: Radiant energy received from the sun that can be collected in the form of heat or light by a solar collector.

Solar Energy System: A device or structural design feature, a substantial purpose of which is to provide daylight for interior lighting or provide for the collection, storage and distribution of solar energy for space heating or cooling, electricity generation, or water heating.

Solar Energy System, Active: A solar energy system whose primary purpose is to harvest energy by transforming solar energy into another form of energy or transferring heat from a collector to another medium using mechanical, electrical, or chemical means.

Solar Energy System, Canopy-Mounted: An active solar energy system that creates a roof over an existing parking lot; may be of any size (small, medium, large), so long as it complies with Section 3.2.4 Accessory Buildings and Structures.

Solar Energy System, Grid-Intertie: A photovoltaic system that is connected to an electric circuit served by an electric utility.

Solar Energy System, Ground-Mounted: An Active Solar Energy System that is structurally mounted to the ground and is not roof-mounted; may be of any size (small-, medium- or large-scale).

Solar Energy System, Large-Scale: An Active Solar Energy System that occupies more than ~~40,000~~20,001 square feet of surface area (equivalent to a rated nameplate capacity of about 250kW DC or greater).

Solar Energy System, Medium-Scale: An Active Solar Energy System that occupies more than 1,7501 but less than ~~40,000~~ 20,000 square feet of surface area (equivalent to a rated nameplate capacity of about 10 - 250 kW DC).

Solar Energy System, Off-Grid: A photovoltaic solar energy system in which the circuits energized by the solar energy system are not electrically connected in any way to electric circuits that are served by an electric utility.

Solar Energy System, Passive: A solar energy system that captures solar light or heat without transforming it to another form of energy or transferring the energy via a heat exchanger.

Solar Energy System, Roof-Mounted: An Active Solar Energy System that is structurally mounted to the roof of a building or structure; may be of any size (small-, medium- or large-scale).

Solar Energy System, Small-Scale: An Active Solar Energy System that occupies 1,750 square feet of surface area or less (equivalent to a rated nameplate capacity of about 10 kW DC or less).

Solar Thermal System: An Active Solar Energy System that uses collectors to convert the sun's rays into useful forms of energy for water heating, space heating, or space cooling.”

Section 13. This Ordinance shall take effect as provided by City Charter.

City of Salem

In the year Two Thousand and Twenty-Two

An Ordinance to amend an ordinance relative to zoning.

Section 1. Amend Section 8 Special District Regulations by adding the following new section:

8.7 Bridge Street Neck Overlay District

8.7.1 Purpose. The purpose of Bridge Street Neck Overlay District (BSN) is to enhance the Bridge Street Neck neighborhood by helping to achieve the vision and principles of the Bridge Street Neighborhood Vision Update Plan (2020 or most recent edition), including:

1. Maintain a thriving small and local business district.
2. Encouraging clusters of retail and mixed-use development on Bridge Street.
3. Developing a vibrant, family-friendly neighborhood, affordable to residents across a range of incomes.
4. Developing a sense of place based on the neighborhood's location, unique assets, history, and architecture.
5. Enhancing the public realm through improved site-planning, sidewalk amenities, and open spaces.
6. To provide certainty regarding acceptable land uses and development design.

8.7.2 District Boundaries. The Bridge Street Neck Overlay District shall be established as an overlay district superimposed on all underlying zoning districts within the Bridge Street Neck Overlay District boundaries. The boundary extends to all parcels north of Webb Street that abut Bridge Street, in addition to 2, 4, 6, 8, and 10 Pierce Avenue; 2, 4, 6, 8 and 10 Waite Street; 38 Rear Bridge Street; 3-5, 6, and 7 Cromwell Street; 18 East Collins Street; and 9 Lathrop Street, as shown on the official zoning map.

8.7.3 Eligible Uses.

1. A developer may elect either to develop a project in accordance with the requirements of the Bridge Street Neck Overlay District, or to develop a project in accordance with requirements of the regulations for use, dimension, Section 8.4, and all other provisions of the Zoning Ordinance governing the underlying zoning district(s).
2. If a use is permitted by the Bridge Street Neck Overlay District but not by the underlying zoning, it shall be considered a permitted use and is not eligible for a special permit pursuant to Section 3.3.2 of the Salem Zoning Ordinance.
3. Uses are permitted as set forth in the following Table of Bridge Street Neck Uses. Uses permitted through a Special Permit are granted by the Planning Board.

BRIDGE STREET NECK TABLE OF USES	
Residential	
Dwelling, Two-Family	Y
Dwelling, Multifamily	SP
Dwelling unit above first floor retail, personal service, or office use	Y
Planned unit development	N
Office	
Business or professional office	Y
Medical or dental office	Y
Retail	
Retail store, except department store	Y
Personal service establishment	Y
Restaurant; snack bar	Y
Restaurant	Y
Bank, financial agency	Y
Industrial	
Brewery, distillery, or winery with tasting room	Y
Computer hardware development	SP
Light manufacturing	SP
Publishing and printing	Y
Research, laboratories, and development facilities	SP
Commercial	
Arts and crafts studios and workshops	Y

8.7.4 Administrative Plan Review Applicability. The Director of Planning and Community Development or their designee shall review all Administrative Plan Review applications in accordance with the criteria set forth in 8.7.12, with no testimony or submission of evidence as would be allowed at a public hearing. Each project hereunder shall require an administrative plan review:

1. An addition of less than two thousand (2,000) gross square feet.
2. Façade Improvements.

8.7.5 Site Plan Review Applicability. The Planning Board shall review all such submitted plans in accordance with the provisions of Section 9.5 and 8.7. At the time of filing an application under Section 8.7.13, the applicant shall provide a copy of the application to the City of Salem Design Review Board. Each project hereunder shall require site plan review approval:

1. An addition of more than 2,000 square feet; or,
2. Any project that includes a request for a Development Standard Waiver Special Permit.

8.7.6 Development Standard Waiver Special Permit Applicability. Recognizing that the Development Standards cannot anticipate all circumstances or innovative approaches, a waiver may be requested from the development standards specified in Section 8.7.8.

to provide the ability to create appropriate variations.

8.7.7 Building Design Guidelines

1. Purpose and overview

- A. Building investments should strengthen the neighborhood, reinforce its intimate and historic scale, and contribute to the vitality, activity, and continuity of a walkable place. The following design guidelines are intended to help achieve these goals. Although they are advisory in nature, project applicants are strongly encouraged to incorporate, as applicable. Explanatory diagrams are provided to assist with the various guidelines.
- B. Bridge Street Neck has experienced almost continuous development over its three centuries of existence, resulting in a variety of historic architectural styles present. While new development need not mimic previous buildings or styles, it should be designed in a way that complements and harmonizes with the character of nearby existing properties with respect to architecture, scale, landscaping and screening.
- C. Additions to historic buildings, as defined by having a Form B on the State Massachusetts Cultural Resource Information System (MACRIS) database or listed as a contributing resource in the Bridge Street Neck National Register Historic District, should be clearly subordinate to the historic building.
- D. Historic architectural features should be preserved whenever possible or reproduced as needed. Retention of architectural detailing and inclusion of similar detail in new projects is encouraged.

2. Site and building design

- A. **Building Orientation.** Buildings should be located and oriented towards the street.
- B. **Building Mass.** The historic context of the neighborhood should be respected. Large buildings should be visually reduced by changes in the massing, architectural elements, and other articulations. Generally, larger buildings should be articulated into bays of 40 feet or less.
- C. **Setbacks.** Historically, buildings had minimal front setbacks along Bridge Street. New development should replicate this streetscape pattern with minimal setbacks, as well. Setbacks are appropriate to provide outdoor seating. Setbacks may also be used strategically to set apart signature buildings.
- D. **Reduce Visual Impact of Parking.** Parking should be located in the rear of buildings. Where possible, driveways should be consolidated.
- E. **Sensitive Building Height.** Where appropriate, building height of proposed development should be sensitive to its context, such as through stepping down a portion of the building to meet the height of adjacent buildings, if the adjacent buildings are historic.
- F. **Interesting Rooflines.** No one roof type characterizes the neighborhood's buildings, although the front gable is most common. Roofs of new buildings should respect the styles that currently exist.

The following two diagrams (Figure 1 and Figure 2) provide two views of a hypothetical development to visually represent the provisions of 8.7.7.2.A through 8.7.7.2.F. Figure 1: Site and building design diagram (1 of 2)



Figure 2: Site and building design diagram (2 of 2)



3. Façade Design

- A. Façade Organization. Facades should be divided horizontally into a base, middle, and top with distinct visual cues for each section. The base provides the anchor for the structure, while displaying ground-floor activity. The middle portion reflects uses on upper floors, often with smaller, regularly spaced windows. The top of the building transitions and integrates with the roof.
- B. Active Ground-floor Uses. Activity on the ground floor, facing the street, strengthens the vibrancy of the neighborhood. This activity traditionally includes shops, restaurants,

and other businesses. It may also include residential lobbies, community rooms, exercise rooms, cafes, or gallery spaces.

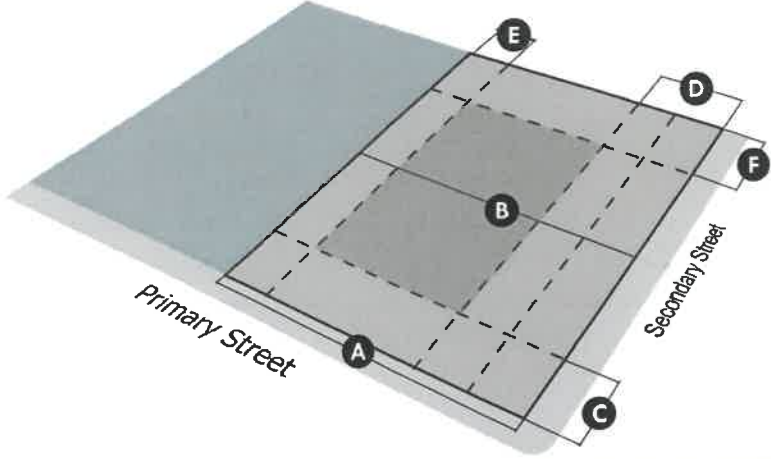
- C. **Ground-floor Windows.** The ground floor of buildings should generally include a higher percentage of window glazing compared to the rest of the building (60% is often a target). Glass should be clear, as opposed to tinted or reflective.
- D. **Canopies and Awnings.** Canopies and awnings can be used to provide a human- scaled element to the ground-floor of buildings by reducing the building's appearance of bulk and mass. They also provide protection from the elements.
- E. **Architectural Details.** Facade details help reinforce the neighborhood's character. Facade details can draw attention to the doors, windows, ground floor levels, cornices,

Figure 6: Facade design diagram (4 of 4)



8.7.8 Development Standards

1. **Lot Standards.** In order to achieve the purpose of this ordinance, all development shall comply with the following standards:



Lot Requirements			Setback Requirements		
--	Minimum lot size	5,000 SF	C	Primary street setback (min/max)	0 ft / 10 ft
A	Minimum frontage	60 ft	D	Secondary street setback (min/max)	10 ft / 20 ft
B	Minimum lot width	60 ft	E	Side setback (min)	10 ft or 0 ft if a common wall
--	Open space	15% if containing residential; 0% otherwise	F	Rear setback (min)	20 ft

- A. Primary street refers to Bridge Street
- B. Secondary street applies to corner lots and refers to the street which intersects Bridge Street
- C. Where a primary street setback is greater than 0 ft, the following standards shall apply:
 - a. Within the front setback, the space shall be used for one or more combination of:
 - i. Outdoor seating associated with a ground-floor establishment.
 - ii. Publicly available open space, such as a plaza or the like.
 - iii. Stoops leading to the building's entryway. In such cases the area outside of the stairs and associated walkway, if any, shall be highly landscaped with a variety of native plants, shrubs, grasses, and trees.

- iv. An enclosed extended shopfront occupying a portion of the building. See standards for extended shopfront in Section [insert].
 - v. Front garden space.
 - b. The Planning Board may allow a waiver for greater setbacks whereby in its judgement, doing so will contribute to an improved public realm. Space within the additional front setback shall not be used for parking purposes.
 - c. Parking is prohibited within the front setback, unless a waiver is granted by the Planning Board. Consideration will be given only in situations where locating parking beyond the front setback is considered impractical or infeasible.
 - d. The setback requirements herein shall not be considered the setbacks for trees in Salem Code of Ordinances Section 43-51. The provisions of Chapter 43, public trees remain applicable.
- D. Open space requirements may include common roof-decks, courtyards, yards, gardens, space for seating associated with eating establishments and other communal spaces. Private balconies and vehicular space, such as parking and driving lanes are excluded from meeting the minimum requirement.

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2. Building Standards

The following table provides standards for new buildings constructed in the BSN.

Building Requirements	
Building height (max)	38 ft for pitched roof building, excluding Mansard 35 ft flat roof building or Mansard
Ground floor height (min)	12 ft commercial; 10 ft otherwise
Second story height (min)	10 ft
Half story height (min)	10 ft
Ground floor glazing (min)	60% commercial 30% other
Maximum number of dwelling units	1,700 sf of lot area per dwelling unit
Space between multiple buildings on the same lot	10 ft or 0 ft if a common wall
Lot coverage (max)	75%
Building length (max)	100 ft
Vertical façade modulation (min)	40 ft

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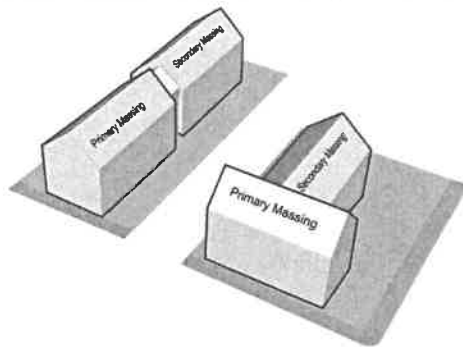
3. Building Design Standards

New buildings and substantial building renovations shall be reviewed with reference to the building design standards. If, in the opinion of the Planning Board, deviations from the standards and

guidelines contained herein would improve the overall design of the proposed project, the standards in question may be waived.

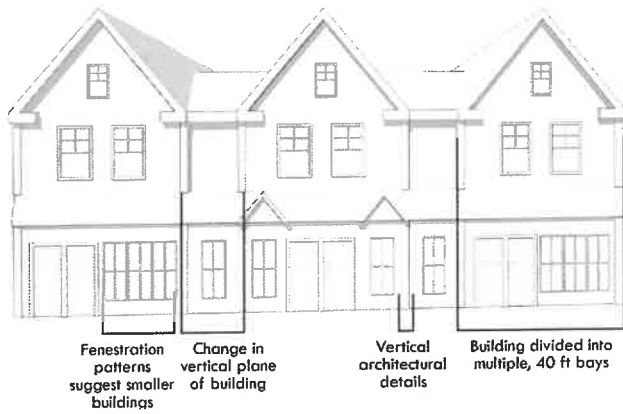
1. The Planning Board may permit multiple buildings and uses on the same lot, provided all standards are met.
2. A building shall be comprised of a primary mass and an optional secondary mass. The primary massing of a building must be of rectangular form. The primary massing may be oriented either with its narrow end or long side toward the front lot line. The building façade must be built parallel to the front lot line.

Examples of primary and secondary building mass assembly



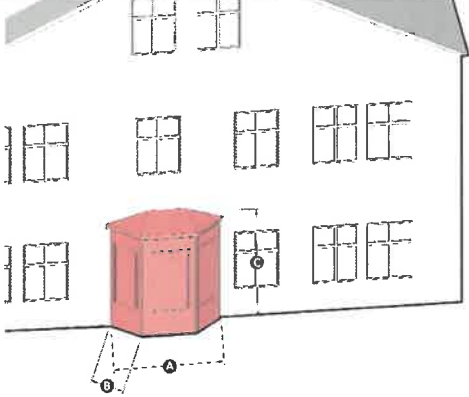
3. Buildings shall have roofs that complement the existing context, including front gable, side gable, hip, Mansard, and flat roofs. The Planning Board may permit additional roof styles where it believes the applicant has demonstrated that the proposed roof will improve the visual character along Bridge Street.
4. Multi-story buildings with ground-floor commercial spaces must have one principal entrance for each commercial space in addition to any principal entrance(s) necessary for upper floors.
5. Unless otherwise noted, façade glazing shall consist of highly transparent, low reflectivity glass. Façade glazing requirements are only applicable to front facades along the primary street. Façade glazing is measured between two feet and twelve feet of the first floor façade.
6. Vertical façade modulation reduces the visual bulk of large buildings by designing buildings to visually read as smaller buildings. To achieve this effect buildings greater than 40 feet in width shall be articulated through changes in the vertical plane of the building (minimum one foot and maximum 4 feet), vertical architectural details such as columns, pilasters, and the like, or fenestration patterns that suggests smaller buildings.

Example of vertical articulation elements

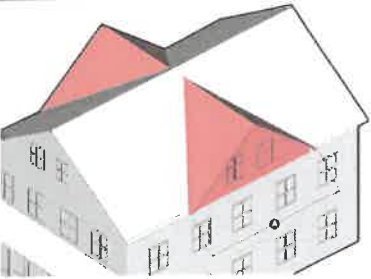


7. Building components are accessory elements integrated into the building's massing that increase a building's usefulness and provide a means for achieving variety and individuality in design.
 - i. The intent of this section is to provide a clear and flexible system for enabling the construction of new buildings and modification of existing buildings in a manner consistent with the neighborhood's character and vision.
 - ii. The following components and associated standards are allowed on buildings with frontage on the primary street.
 - iii. The Planning Board may permit additional building components via special permit if it determines the proposed component further enhances the building's design in relationship to the neighborhood character, is appropriate within the neighborhood context, and is consistent with the Purpose of this Ordinance.

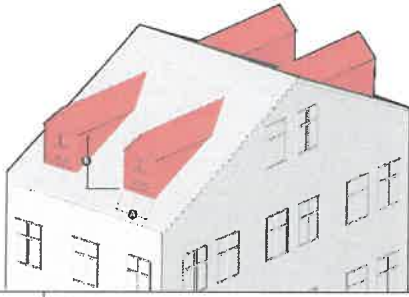
i. Bay window

		Description: an enclosed window assembly extending from the face of a building element to permit increased light, multi-dimensional views, and articulate a building façade.
A	Width (max)	16 ft
B	Projection (min / max)	0.5 ft / 4 ft
C	Top Plate height	Max equal to total number of full building stories
--	Fenestration	30% min
Standards: <ol style="list-style-type: none"> 1. Bay windows must attach to a single building face and may not wrap around corners. 2. Bay windows may be three-sided or curved. 		

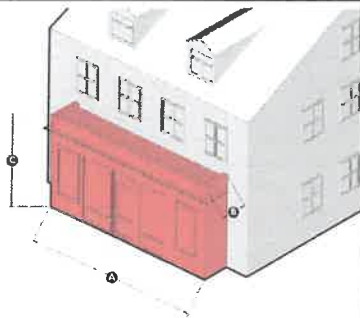
ii. Cross Gable

		Description: a gable roof that projects perpendicular from the roof of the primary building to increase the habitable space within the roof
A	Width	Equal to the width of the narrowest building face
--	Fenestration	20% min
Standards: <ol style="list-style-type: none"> 1. Height may not be higher than the ridge beam of the primary building 2. Two cross gables of equal size and roof pitch may be used together 		

iii. Dormer

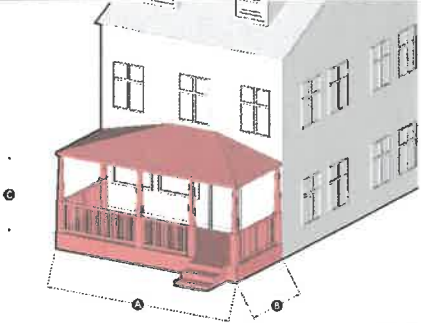
		Description: a window or group of windows with a gable, hip, or shed roof that projects vertically from the roof of a building element, designed to provide increased light and expand the habitable space within a roof.
A	Width (max)	Window(s) width + 18 inches
B	Height (max)	No higher than height of roof
Standards:		
<ol style="list-style-type: none">1. Setback from ridgeline must be 3 ft or greater.2. Setback from side wall must be 1 ft or greater.3. Separation between dormer(s) shall be a minimum of 50% of the dormer width4.		

iv. Extended Shopfront

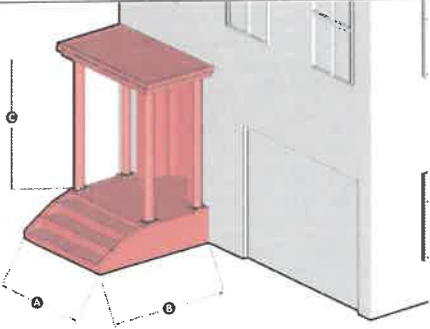
		Description: an extension of the front of a building to provide new or expanded commercial space and a shopfront.
A	Width (max)	No more than the width of the building face to which it attaches
B	Projection (max)	10 ft
C	Height (max)	Equal to the total number of full building stories
--	Fenestration (min)	70% ground floor 30% upper floors
Standards:		
1. Extended shopfronts may wrap around corners of the building face.		
2. An extended shopfront may have a flat roof.		

3. Extended shopfronts are permitted only on new construction.

v. Porch

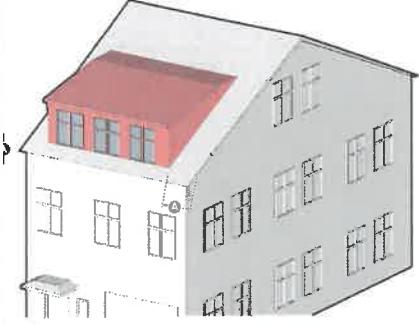
		Description: a raised platform with stairs that provides access to a building entrance.
A	Width (max)	No more than the width of the adjoining building face
B	Projection (min / max)	6 ft / 12 ft
C	Height (min)	7 ft
--	Fenestration (min)	60% when enclosed
Standards: <ol style="list-style-type: none"> 1. Porches may be partially or fully enclosed. 2. Stairs may extend off the front or side of the porch, except when a porch is located on an upper floor in which case the stairs cannot be located along the primary frontage. 3. The space between piles or piers shall be hidden with material or plantings on all sides. 4. 		

vi. Portico

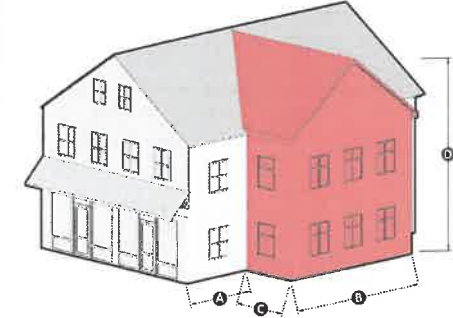
		Description: a roofed structure above a stoop or platform supported on columns or pillars, which shields occupants from inclement weather and provides access to a building entrance.
A	Width (min)	3.5 ft
B	Projection (min / max)	3.5 ft / 6 ft

C	Height (min)	8 ft
Standards:		
<ol style="list-style-type: none"> 1. A portico may not exceed the height of the primary ridge beam on the building element to which it attaches. 2. A portico must be elevated on a platform at least 1' from the ground. 		

vii. Shed Dormer

		Description: a room, or portion of a room with a shed roof that projects vertically from the roof of a building element, designed to provide increased light and expand the habitable space under a roof.
A	Gable end setback (min)	1 ft
--	Fenestration	30% min
Standards:		
<ol style="list-style-type: none"> 1. Windows should be vertically proportioned and no more than 3 ft wide. 2. Shed dormers must have a minimum 4:12 slope. 3. The dormer must not extend beyond the eave line. 		

viii. Side wing

		Description: a multi-story extension from the side walls of a building's primary or secondary massing.
A	Setback from facade (min)	8 ft
B	Width (max)	2/3 width of primary building
C	Projection (max)	12 ft

D	Height	Equal to or less than the height of the primary building
--	Fenestration (min)	20%
Standards:		
<ol style="list-style-type: none"> 1. A primary building mass may have only one side wing per side. 2. Additional building components, e.g. doors and porches, may attach to the side wing. 		

ix. Stoop

		Description: a component featuring a set of stairs with a landing to the entrance of a building.
A	Width (min)	3.5 ft
B	Projection (min)	3.5 ft
C	Height (min)	7 ft
Standards:		
<ol style="list-style-type: none"> 1. Stoops may be recessed into the building façade. 2. Stoop may be built perpendicular or parallel to the building face, but must lead directly to ground level or an abutting sidewalk from the building entrance. 3. Stoops may be configured as a split stair to access a below grade unit. 4. If a stoop is built encroaching onto a sidewalk, it must provide at least 5 ft clear and unobstructed between its outermost face and the face of the curb. 		

4. Parking Standards. Parking areas in the BSN shall meet the following criteria:

A. Parking location

- Parking shall be located to the rear and side of a building where physically feasible.
- Where parking is located on the side of a building and visible from the street or adjacent properties, it shall be screened through densely planted **hedging shrubbery** or fencing, which in the opinion of the Planning Board effectively screens the parking and is of a quality that positively contributes to the character of the neighborhood.

B. Parking ratios

- i. Residential uses shall have 1.0 spaces per unit
- ii. Commercial uses shall have 4 spaces per 1,000 sf of leasable floor space
- iii. Other uses shall have 3 spaces per 1,000 sf of net floor area

C. Parking requirements reduction

- i. The Planning Board may grant a waiver that allows a decrease in the required number of parking spaces through consideration of the following:
 - i. On-Street Parking Off-Set. For commercial uses parking spaces required to meet the minimum off- street parking requirements may include publicly available on- street parking spaces along the building lot frontage on the same side of the street for non-residential uses.
 - ii. Shared Parking and Mixed Use.
 - 1. A combination of uses on-site using shared parking lots with offset peak demand times where: a shared parking agreement with onsite uses where uses have offset peak demand times; uses have a high rate of parking turnover; or evidence of similar uses and location situations operating successfully with lower amounts of parking.
 - 2. In commercial or mixed-use developments where shared parking is proposed, the Planning Board may require an evaluation prepared by the applicant following the procedures of the Urban Land Institute (ULI) Shared Parking Manual (latest edition) or the Institute of Transportation Engineers (ITE) Shared Parking Guidelines (latest addition), or other approved procedures determined by the Planning Board.
 - iii. Car-Sharing Program. The Planning Board may approve a parking reduction where an active car-sharing program is made available to residents and/or employees of a development Site; and where cars for the car-share program are available on the site or within a 700-foot walking distance of the site.

5. Screening requirements

A. Loading Facilities.

- i. Outdoor loading facilities, including all docks and areas used for the storage and staging of good or materials must be screened from view with landscaping or by a wall or fully closed fence , as necessary to sufficiently screen delivery vehicles. If a

wall or fence is used it must be constructed of materials that are compatible with the building in terms of texture, quality, and color.

- ii. Exterior entrances and access to loading facilities that are fully enclosed within a building must have an opaque, self-closing door constructed of materials that are compatible with the principal building in terms of texture, quality, and color.

B. Service Areas

- i. Trash collection, trash compaction, recycling collection and other similar service areas must be fully enclosed within a building or located to the side or rear of the buildings and screened appropriately.
- ii. Exterior entrances and access to service areas that are fully enclosed within a building must have an opaque, self-closing door constructed of materials that are compatible with the principal building in terms of texture, quality, and color.
- iii. Outdoor service areas that are visible from a public street, public space, or abutting properties in the Residence district must be fully screened by a wall or fully closed fence at least six (6) feet in height with self-closing access doors and constructed of materials that are compatible with the principal building in terms of texture, quality, and color.

C. Mechanical Equipment

- i. Roof-mounted mechanical equipment, except sustainable energy systems, and elevator or stairwell penthouses must be set back at least ten (10) feet from the exterior walls of a building.
- ii. New buildings must provide a parapet wall or other architectural element constructed of materials that are compatible with the building in terms of texture, quality, and color that screens the visibility of roof-mounted mechanical equipment from any a public street or public space.
- iii. Wall-mounted mechanical equipment on any surface that is visible from a public thoroughfare (excluding an alley) or civic space must be screened by landscaping or an opaque screen constructed of materials that are compatible with the principal building in terms of texture, quality, and color.
- iv. Ground-mounted mechanical equipment that is visible from a public street or public space must be screened by landscaping, a fence, or a wall constructed of materials that are compatible with the principal building in terms of texture, quality, and color.
- v. Vents attached to a wall must not be located along the façade of the Primary Street and should be painted to blend in with the color of the building façade upon which it is located.
- vi. Screening must be of a height equal to or greater than the height of the mechanical equipment being screened.
- vii. An acoustic study of any relevant mechanical equipment on the effects of abutting properties and the public realm shall be included in the application materials.

8.7.9 Administrative Plan Review Application. Any application for approval of an administrative plan review under this section shall be accompanied by the application requirements of Section 9.5.

8.7.10 Site Plan Review Application. In addition to the application requirements of Section 9.5, the site plan review shall include a narrative of how the project complies with the criteria set forth in Section 8.7.13.

8.7.11 Development Standards Waiver Special Permit Application. Such application shall be accompanied by a narrative that describes of how the project complies with the criteria in Section 8.7.14, despite the request for said Waiver set forth.

8.7.12 Administrative Plan Review Criteria. The Planning Director or their designee shall review all such submitted plans in accordance with the development standards established in Section 8.7.8.

8.7.13 Site Plan Review Criteria.

1. The Planning Board shall review all such submitted plans in accordance with the design guidelines herein and the following criteria:
 - A. The development standards established in Section 8.7.8. unless otherwise waived by special permit from the Planning Board.
 - B. Adequacy of the building layout in a way to create a presence on main corridor street edges.
 - C. Adequacy of the parking facility to be located to the rear or side of the structures whenever physically feasible and adequacy of avoiding large expanses that are unbroken by buildings or substantial landscaped areas.
 - D. Adequacy of the pedestrian connection to streets and pedestrian ways.
 - E. Adequacy of traffic calming measures that discourage cut through traffic in the rear parking lot of any site.
2. The Design Review Board shall review all such submitted plans in accordance with the design guidelines herein and the following criteria:
 - A. Adequacy of the design to complement and harmonize with adjacent land uses (existing and proposed) with respect to architecture, scale, landscaping and screening.
 - B. Adequacy of the use of building materials and details that are consistent with the architectural heritage of surrounding buildings.
 - C. Adequacy of new facade elements on existing buildings to use materials and details that are consistent with the architectural heritage of the buildings on which they are located.

8.7.14 Development Standards Waiver Special Permit Criteria. In the Bridge Street Neck Overlay, no development standard waiver shall be approved unless all the following

criteria, in lieu of those set forth in Section 9.4, are found to exist as part of the granting of a special permit by the Planning Board:

1. The Design Review Board makes a ~~n advisory~~ **positive** recommendation that the deviations from the standards and guidelines contained herein would improve the overall design of the proposed project.
2. The Planning Board finds that the overall design would be more compliant with the intent and purpose of the ordinance and the Bridge Street Neighborhood Vision Update (2020 or most recent edition) than a strict adherence to the guidelines.

8.7.15 Administrative Plan Review Action. The Planning Director or their designee shall approve the plan provided that the plan complies with the review criteria herein. If a project does not comply with the review criteria, the applicant shall be directed to revise the plan or apply for a Site Plan Review and Development Standard Waiver Special Permit.

8.7.16 Site Plan Review Action. The Planning Board shall not take final action on the application until it receives written recommendation on the application from the Design Review Board of the Salem Redevelopment Authority.

8.7.17 Development Standard Waiver Special Permit Action. Action shall not be taken on any plan for a Site Plan Review until it has received a ~~positive~~ recommendation from the Design Review Board of the Salem Redevelopment Authority concerning the design of the project. The Design Review Board shall refer to the Development Standards and Guidelines herein and the Bridge Street Neck Vision Update Plan (2020 or most recent edition) when making their recommendation.

1. The Design Review Board's recommendation shall state the applicable standard(s), whether the alternative design approach meets the Design Guidelines and if a waiver is recommended.
2. The Planning Board must provide a written determination and finding whether the alternative design approach meets the requirements of the Design Criteria. Such determination shall state the applicable standard(s), the reason for granting an alternative, the applicable Design Criteria, and how the alternative meets the Design Criteria.

8.7.18 Administrative Plan Review Appeal. Any appeal of a decision of the Planning Director pursuant to this section shall be appealed to the Planning Board.

8.7.19 Site Plan Review Appeal. Any decision of the Board pursuant to this section shall be appealed in accordance with G.L. c. 40A, s. 17 to a court of competent jurisdiction.

Section 2. Amend Section 2.2 Overlay Districts by inserting the following district:

Bridge Street Neck Overlay District	(BSN)
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Section 3. Amend Section 3.1 TABLE OF PRINCIPAL AND ACCESSORY USE REGULATIONS by inserting three asterisks to Planned Unit Development with the following table note.

TABLE OF PRINCIPAL AND ACCESSORY USE REGULATIONS											
PRINCIPAL USES	RC	R1	R2	R3	B1	B2	B4	B5	I	BPD	NRCC
A. RESIDENTIAL USES											
Planned unit development***	N	N	N	PB	PB	PB	PB	PB	PB	Y	-

***Planned unit development is not permitted in the Bridge Street Neck Overlay District.

Questions contact – Sibhita Mahabier 781-258-9169

Petition of the Massachusetts Electric Company d/b/a National Grid
Of NORTH ANDOVER, MASSACHUSETTS
For Electric conduit Location:

To City Council of Salem, Massachusetts

Respectfully represents the Massachusetts Electric Company d/b/a National Grid of North Andover, Massachusetts, that it desires to construct a line of underground electric conduits, including the necessary sustaining and protecting fixtures, under and across the public way or ways hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan filed herewith marked: Essex St - Salem - Massachusetts.

The following are the streets and highways referred to:
Plan # 30509371 Essex St - National Grid to install beginning at a point approximately 11 feet northwest of the centerline of the intersection of Sewall St and continuing approximately 25 feet in a northeast direction. Installation of 25ft +/- of 2-3" PVC Conduits encased in concrete from MH A92 to handhole in Essex St.

Location approximately as shown on plan attached

Massachusetts Electric Company d/b/a National Grid
BY Robert Coulter
Engineering Department

Dated: April 29, 2022

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a National Grid be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 29th day of April, 2022.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Essex St - Salem - Massachusetts. Plan # 30509371.

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

Norman St - National Grid to install beginning at a point approximately 90 feet southeast of the centerline of the intersection of Norman St and Summer St and continuing approximately 30 feet in a northeast direction. Install 60ft +/- (2), 3" conduits southeast from existing manhole on Norman St.

I hereby certify that the foregoing order was adopted at a meeting of the
....., held on the day of, 20
....., 20

Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
.....

..... hereby certify that on20....., at o'clock,M
at, a public hearing was held on the petition of
Massachusetts Electric Company d/b/a National Grid for permission to construct the underground
electric conduits described in the order herewith recorded, and that I mailed at least seven days
before said hearing a written notice of the time and place of said hearing to each of the owners of
real estate (as determined by the last preceding assessment for taxation) along the ways or parts of
ways upon which the Company is permitted to construct the underground electric conduits under
said order. And that thereupon said order was duly adopted.

.....
.....
.....

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a National Grid be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 29th day of April, 2022.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Essex St - Salem - Massachusetts. Plan # 30509371.

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

Norman St - National Grid to install beginning at a point approximately 90 feet southeast of the centerline of the intersection of Norman St and Summer St and continuing approximately 30 feet in a northeast direction. Install 60ft +/- (2), 3" conduits southeast from existing manhole on Norman St.

I hereby certify that the foregoing order was adopted at a meeting of the
.....
....., held on the day of, 20
....., 20

Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
.....

..... hereby certify that on20....., at o'clock,M
at, a public hearing was held on the petition of
Massachusetts Electric Company d/b/a National Grid for permission to construct the underground
electric conduits described in the order herewith recorded, and that I mailed at least seven days
before said hearing a written notice of the time and place of said hearing to each of the owners of
real estate (as determined by the last preceding assessment for taxation) along the ways or parts of
ways upon which the Company is permitted to construct the underground electric conduits under
said order. And that thereupon said order was duly adopted.

.....
.....
.....

Parcel ID	Address	Owner	Owner Mailing Address
26-0438-801	284 Essex Street Salem, MA 01970	Salem Young Mens Christian	1 Sewall Street Salem, MA 01970
26-0438-802	292 Essex Street Salem, MA 01970	Salem Housing Authority	37 Charter Street Salem, MA 01970
26-0438-803	1 Sewall Street Salem, MA 01970	Salem Young Mens Christian	245 Cabot Street Beverly, MA 01915
26-0435-0	8 Sewall Street Salem, MA 01970	City of Salem	1 Sewall Street Salem, MA 01970
26-0437-0	270 Essex Street Salem, MA 01970	EMH Realty Trust	25 Mason Street Salem, MA 01970
26-0447-801	275-281 ESSEX STREET UNIT UC1	SALEM REALTY, LLC	P.O. Box 992 Marblehead, MA 01945
26-0447-802	275-281 ESSEX STREET UNIT UC2	SALEM REALTY, LLC	P.O. Box 992 Marblehead, MA 01945
26-0447-803	275-281 ESSEX STREET UNIT UC3	SALEM REALTY, LLC	P.O. Box 992 Marblehead, MA 01945
26-0447-804	275-281 ESSEX STREET UNIT U102	DEMELIS TIA	281 Essex Street U102 Salem, MA 01970
26-0447-805	275-281 ESSEX STREET UNIT U103	PONTE FRANCESCO C	281 Essex Street U103 Salem, MA 01970
26-0447-806	275-281 ESSEX STREET UNIT U201	MAXIM JAMES M	281 Essex Street U201 Salem, MA 01970
26-0447-807	275-281 ESSEX STREET UNIT U202	SPERRY-RICE FAMILY REVOCABLE TRUST	281 Essex Street U202 Salem, MA 01970
26-0447-808	275-281 ESSEX STREET UNIT U203	DANIELS JENNIFER A	10 Merrow Road Lynnfield, MA 0940
26-0447-809	275-281 ESSEX STREET UNIT U204	POLANZAK MARK	275-281 Essex Street U204 Salem, MA 01970
26-0447-810	275-281 ESSEX STREET UNIT U205	BEAUDOIN CHELSEA L	281 Essex Street U205 Salem, MA 01970
26-0447-811	275-281 ESSEX STREET UNIT U206	GREENBERG RUTH	281 Essex Street U206 Salem, MA 01970

26-0447-812	275-281 ESSEX STREET UNIT U301	KONG JIAN-QIANG	275-281 Essex Street U301 Salem, MA 01970
26-0447-813	275-281 ESSEX STREET UNIT U302	AVIGIAN JEFFREY	281 Essex Street U302 Salem, MA 01970
26-0447-814	275-281 ESSEX STREET UNIT U303	MANSFIELD ANDREW	1770 Evergreen Street U22 San Diego, CA 92106
26-0447-815	275-281 ESSEX STREET UNIT U304	CLEARY DAVID M TUCKER RHODA JANICE	P.O. Box 1003 Salem, MA 01970
26-0447-816	275-281 ESSEX STREET UNIT U305	COX MICHAEL	281 Essex Street U305 Salem, MA 01970
26-0447-817	275-281 ESSEX STREET UNIT U306	PETERSSEN KRISTIN	281 Essex Street U306 Salem, MA 01970
26-0447-818	275-281 ESSEX STREET UNIT U401	CGT NOMINEE TRUST Turtle Cheryl G TR	9 Mariners Lane Marblehead, MA 01945
26-0447-820	275-281 ESSEX STREET UNIT U403	JARBOE JULIAN K	281 Essex Street U403 Salem, MA 01970
26-0447-821	275-281 ESSEX STREET UNIT U404	SHARONI SIMONA	275-281 Essex Street U404 Salem, MA 01970
26-0447-822	275-281 ESSEX STREET UNIT U405	DUPREY VICTOR	281 Essex Street U405 Salem, MA 01970
26-0447-823	275-281 ESSEX STREET UNIT U406	GREENBERG RUTH	281 Essex Street U406 Salem, MA 01970
26-0447-819	275-281 ESSEX STREET UNIT U402	KENNEDY KATELIN E	281 Essex Street U402 Salem, MA 01970
26-04550	283-287 Essex Street Salem, MA 01970	City of Salem	1 Sewall Street Salem, MA 01970

North



UNDERGROUND PETITION

<input type="checkbox"/>	MANHOLE (EXISTING)		EDGE OF STREET
<input type="checkbox"/>	PROPOSED MANHOLE		PROPOSED CONDUIT 1-3"
			EXISTING CONDUITS
			PROPERTY LINE

Sketch to Accompany Petition for the Installation of 25ft (+/-) of 2-3" PVC Conduits Encased in Concrete from MH A92 to City of Salem's Handhole at the corner of Sewall St. and Essex St., Salem, MA 01970.

DISTANCES ARE APPROXIMATE

nationalgrid

Date: 04-27-2022

WORK REQUEST: 12-22-30509371

To The: City Of Salem

For Proposed: 2-3" Conduit Encased in Concrete Location: Essex Street

Drawn By: Sibhita Mahabier-Sheehy



City Clerk's Office
Attn: Council President Patricia Morsillo
Salem City Hall
93 Washington Street
Salem, MA 01970

Cc: Ward 2 Councillor, Caroline Watson-Felt

April 27, 2022

Executive Director

Kylie Sullivan

Dear Councillor Morsillo,

Steering Committee

John Andrews
Creative Collective
Beth Debski
Salem Partnership
Gina Flynn
Eastern Bank
Kate Fox
Destination Salem
Carol McLaughlin
Design Committee Chair
Linda Mullen
Grace & Diggs
Rinus Oosthoek
Salem Chamber of Commerce
Mira Riffin
LEAP for Education
Jill Thompson Beach

Salem Main Streets respectfully requests permission to close Front Street to vehicular traffic during the Salem Arts Festival on Saturday, June 4 and Sunday, June 5 from 9:00 a.m. to 7:00 p.m. We also ask to close the Front Street parking lot and Houdini Way between Front Street and the Klop Alley parking lot for safety and programming purposes. The Salem Arts Festival, a Salem Main Streets project in partnership with the Creative Collective, is a free, family-friendly festival celebrating the arts and includes an art show in Old Town Hall, a street fair, live performances, and collaborative art-making activities.

The majority of our activities this year will take place in Derby Square, Front Street, and Artists' Row. Closing the street allows us to increase performance activity and street fair vendors on Derby Square and Artists Row without worrying about crowds crossing the street safely (with good weather, we can see 8,000+ visitors over the course of the weekend). This will be the seventh year we have closed Front Street during the festival, and every year it has been hugely successful for the downtown.

We will be reaching out to Front Street businesses in early May to discuss ways to ensure that the increased foot traffic from the festival continues benefitting them as intended, as well as communication to impacted residents.

If our proposal is approved, we will again work with the Police and Fire departments to implement any security measures that they recommend. We have already secured the appropriate approvals from Licensing for the festival weekend, as well as a supporting vote from the Parking and Traffic Commission for use of the Front Street parking lot.

Thank you for your consideration of this request. If you have any questions or concerns, please contact me at (978)744-0004 x115 or via email at kylie@salemmainstreets.org.

Sincerely,

Kylie Sullivan
Executive Director, Salem Main Streets

City of Salem

In the year Two Thousand Twenty-two

An Ordinance to amend an ordinance relative to zoning and urban agriculture.

Be it ordained by the City Council of the City of Salem, as follows:

Section I. Section 10 of the Zoning Ordinance is hereby amended by deleting the definitions for *Agricultural use, nonexempt; Coop; Customary agricultural, horticultural and floricultural operations; Farm stand, nonexempt; and Urban agriculture* in their entirety and inserting the following new definitions:

“Agriculture, Urban (Urban Agriculture): An umbrella term that describes a range of accessory food and plant growing practices, either for personal use or for sale as an accessory use, that may include composting, the keeping of domestic fowl and honeybees, but does not include other livestock.

Arbor: An accessory Structure consisting of an open frame, freestanding or attached to another structure, with horizontal and/or vertical latticework often used as a support for climbing food or ornamental crops.

Coldframe: A Temporary Structure that is an accessory unheated outdoor Structure built close to the ground, no higher than thirty-six inches (36”) typically consisting of, but not limited to, a wooden or concrete frame and a top of glass or clear plastic, used for protecting seedlings and plants from cold weather.

Composting: A process of accelerated biodegradation and stabilization of organic material under controlled conditions yielding a product which can safely be used as fertilizer.

Coop: An enclosed shelter that houses domestic fowl.

Domestic fowl: A breed of bird specialized for meat production and/or egg laying and specifically excluding roosters.

Commercial Farm, Exempt (noun): Protected by G.L. c. 40A, § 3- meaning the use of land for the primary purpose of commercial agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture, including those facilities for the sale of produce, wine and dairy products, provided that either during the months of June, July, August and September of each year or during the harvest season of the primary crop raised on land of the owner or lessee, 25 per cent of such products for sale, based on either gross sales dollars or volume, have been produced by the owner or lessee of the land on which the facility is located, or at least 25 per cent of such products for sale, based on either gross annual sales or annual volume, have been produced by the owner or lessee of the land on which the facility is located and at least an

additional 50 per cent of such products for sale, based upon either gross annual sales or annual volume, have been produced in Massachusetts on land other than that on which the facility is located, used for the primary purpose of commercial agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture, whether by the owner or lessee of the land on which the facility is located or by another, except that all such activities shall be limited to parcels of 5 acres or more or to parcels 2 acres or more if the sale of products produced from the agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture use on the parcel annually generates at least \$1,000 per acre based on gross sales dollars in area not zoned for agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture. For the purposes of this definition, the term "agriculture" shall be as defined in section 1A of chapter 128, and the term horticulture shall include the growing and keeping of nursery stock and the sale thereof; provided, however, that the terms agriculture, aquaculture, floriculture and horticulture shall not include the growing, cultivation, distribution or dispensation of marijuana as defined in section 2 of chapter 369 of the acts of 2012, marijuana as defined in section 1 of chapter 94C or marijuana or marijuana as defined in section 1 of chapter 94G.

Roof Farm: Urban agriculture, on a roof of a principal or accessory structure with the intent to make personal use of or to sell whole, unprocessed produce, honey and/or eggs as an accessory use or, in the case of a commercial use, to be used in products sold on-site. All sales are subject to compliance with local, state and federal regulations.

Yard Farm: Urban agriculture on a residential Lot with intent to make personal use of or to sell whole, unprocessed produce, honey and/or eggs as an accessory use. All sales are subject to compliance with local, state and federal regulations including Board of Health soil testing requirements.

Farm Stand (Accessory): A Temporary Structure such as a table, stall or tent, operated by a sole vendor for the purpose of selling clean, whole, eggs, or honey, unprocessed produce and plants, all of which must be grown or produced on site.

Farm Structures: Includes, but are not limited to, sheds, compost bins, shade pavilions, trellises or other vertical supports for growing crops, and structures used to extend the growing season such as Greenhouses, Hoop houses, Coops, Coldframes and similar structures.

Garden, home/yard: An accessory use on a residential lot to grow plants and produce for beautification, recreation, and personal consumption. The garden may be outdoors, in an accessory structure or on the roof of a structure. Sales are prohibited.

Greenhouse: A Structure primarily constructed of a frame and transparent plastic material, in which temperature and humidity can be controlled for the cultivation or protection of plants or other agricultural products. All greenhouse structures are subject to setback and building code requirements.

Honeybee: A common domestic bee, *Apis mellifera* species.

Hoop house: An accessory Temporary Structure typically made of, but not limited to flexible PVC piping or other material covered with translucent plastic, constructed in a “half-round” or “hoop” shape, for the purposes of growing food or ornamental crops.

Raised Bed: method of cultivation in which soil is placed over a geotextile barrier, raised and ordinarily formed into three (3) to four (4) foot wide mounds. The soil may be enclosed by a frame generally made of untreated wood. Raised beds are not considered a Structure.

Section II. Section 3.1 Table of Principal and Accessory Use Regulations of the Zoning Ordinance is hereby amended by deleting the following uses: within B. EXEMPT AND INSTITUTIONAL USES: *Facilities for the sale of produce, and wine and dairy products, provided that during the months of June, July, August, and September of every year, or during the harvest season of the primary crop, the majority of such products for sale, based on either gross sales dollars or volume, have been produced by the owner of the land containing more than five acres in area on which the facility is located and Use of land for the primary purpose of agriculture, horticulture, floriculture, or viticulture on a parcel of more than five acres in area;* within , C. COMMERCIAL USES: *Agricultural use, nonexempt and Farm stand, nonexempt;* and within E ACCESSORY USES: *Urban agriculture and Customary agriculture, horticulture and floriculture operation ...* and inserting the following new uses within the Table:

TABLE OF PRINCIPAL AND ACCESSORY USE REGULATIONS											
PRINCIPAL USES	RC	R1	R2	R3	B1	B2	B4	B5	I	BPD	NRCC
B. EXEMPT AND INSTITUTIONAL USES											
Commercial Farm, Exempt ¹ :	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

¹ A Commercial Farm, Exempt operated on a City-owned Lot or by the City on a Lot that is not owned by the City is exempt from the requirement that such use be conducted on parcels of 5 acres or more or parcels 2 acres or more if the sale of products produced from the agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture use on the parcel annually generates at least \$1,000 per acre based on gross sales dollars in area not zoned for agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture, so long as the products produced thereon are to be used for the benefit of the community and any revenue from any sales of those products are used for the sole purpose of sustaining the community farm.

E. ACCESSORY USES	RC	R1	R2	R3	B1	B2	B4	B5	I	BPD	NRCC
Urban Agriculture (Subject to Section 3.2.7):	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Garden, home/yard	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Section III. Section 3.2 - Accessory Uses of the Zoning Ordinance is hereby amended by deleting Section 3.2.7 *Urban Agriculture* and Section 3.2.1 *Customary Agricultural, Horticultural and Floricultural Operations* in their entirety and replacing it with the following:

“3.2.7 Urban Agriculture

Urban Agriculture is allowed as an Accessory Use in all zoning districts, provided that no Urban Agriculture activity shall be conducted, nor Farm Structure erected, except in compliance herewith and with any other applicable laws, rules regulations including without limitation the building code and any requirements of the Salem Board of Health. .

1. Sale of Products

The on-site sale of agricultural products, including whole, unprocessed produce, honey or eggs, is allowed subject to the following provisions:

- a. Retail sale display areas shall not exceed fifty square feet.
- b. One Farm Stand is allowed per lot.
- c. No sales display, sign or Structure, including a Farm Stand, shall be located on a public sidewalk or street or block vehicle and/or pedestrian flow.
- d. Signage shall be limited to one (1) sign and not exceed six (6) square feet; signs shall not be illuminated or require electricity. No off-premises signs are allowed.
- e. All products sold on the Lot must be produced on-site. For purposes of this Ordinance, the term “produced on-site means” grown on the Lot or, in the case of domestic fowl produced on the Lot by the animals kept thereon and in the case of honey, hives must be either be located on the Lot or extracted on the Lot.
- f. Sales of products shall be permitted between the hours of 7:00 am and 6:00 pm., May 1 to October 31st with the exception of Honey, which may be year-round. Sales shall not be permitted more than three days per week and no more than 25 total days per year.

2. Domestic Fowl

- a. Domestic fowl must be owned by a resident or commercial tenant of the location who shall be responsible for the care and control of the fowl.
- b. No roosters shall be kept under an Urban Agricultural use or any other use on lots in Salem.

c. Dimensional Regulations

i. Maximum Height.

1. Coop. Enclosed Coop space shall not exceed eight (8) feet in height.
2. Run. Runs shall not exceed eight (8) feet in height.

ii. Size

1. Coop structures shall meet all building code requirements. Structures exceeding one hundred twenty (120) sq feet or eight (8) feet in height will require building permits and structures with electrical or plumbing shall require appropriate permits. Changes in the building code shall pre-empt this section.
2. Coop and Runs: Adequate housing and runs must be provided for domestic fowl to protect them from wind, weather and predators. Housing shall provide plenty of ventilation, ample space to allow fowl to move freely and an area out of direct sunlight to lay eggs

d. Setback Requirements

- i. No fixed coop or run shall be located nearer than five (5) feet to any principal building, including the principal building on an abutting lot, and no coop or run shall be located nearer than five (5) feet to any side or rear lot line. Side lots in this instance refer to a projected line starting from the front lot line, terminating at the rear lot line parallel five (5) feet from the side lot line.
 - ii. Coops and/or runs are not permitted within 20 feet of a front lot line.
 - iii. Moveable coops (i.e. coops on wheels) and runs are not subject to setback requirements.
 - iv. Any lawfully existing domestic fowl-keeping use or structure in existence prior to the adoption of this Section shall be allowed to continue, as per the zoning code enforcement standards for other pre-existing nonconforming uses and structures. Any future alterations to applicable pre-existing uses or structures shall comply with this section or seek necessary approvals.
 - v. Coop structures shall not interfere with any existing public easements.
- e. Any domestic fowl-keeping use or structure in existence prior to the adoption of this Ordinance shall be allowed to continue, as per the zoning code enforcement standards of other pre-existing nonconforming uses and structures. Any future alterations to applicable pre-existing uses or structures shall seek necessary approvals.

3. Honeybees

- a. Honeybees must be owned, rented, or hosted by a resident, commercial tenant, or owner of the location who shall be responsible for the care and control of the Honeybees.
- b. A maximum of four (4) hives may be kept on a Lot with additional hives pending approval from the Salem Board of Health. Additional Board of Health regulations may further limit the number and/or manner of keeping of honeybees on lot. If an

emergency split or rescue of a swarm results in more than four hives on a lot, the Board of Health must be notified within two business days.

c. Dimensional Regulations

- i. No Hive shall exceed five (6) feet in height and twenty-five (25) cubic feet in size on any Lot or roof.

d. Setback Requirements

- i. Where there is a solid wall, fence or similar barrier between the subject property and abutting property, no setback from the property line is required. Where there is no wall, fence or similar barrier between subject property and abutting property, Hives shall be set back five (5) feet from the property line.
- ii. No Hive shall be located closer than ten (10) feet from the lot line dividing the Lot from a sidewalk or street.

e. Hive Placement and Flyways.

- i. For any ground level Hive that is within twenty (20) feet of the doors and/or windows of the principal building on an abutting Lot, either of the following conditions must exist:
 1. The Hive opening must face away from doors and/or windows of the principal building on an abutting Lot; or
 2. A flyway of at least six (6) feet in height comprising of a solid fence, dense hedge or similar barrier must be established in front of the opening of the Hive such that the honeybees fly upward and away from neighboring properties. The flyway shall be located within three (3) feet of the entrance to the Hive and shall extend at least two (2) feet in width on either side of the Hive opening.

f. Specific Rooftop Beekeeping Requirements.

i. Dimensional Regulations.

1. No Hive shall exceed six (6) feet in height and twenty-five (25) cubic feet in size on any Lot or roof.

ii. Setback Requirements

1. Hives shall be set back six (6) feet from the edge of the roof.

iii. Hive Placement.

1. For any roof level Hive that is within twenty (20) feet of the doors and/or windows of the principal building on an abutting Lot or a shared access space, the Hive opening must face away from doors and/or windows.

4. Yard Farms

- a. Yard farms may be kept on residential properties only.
- b. Ownership, care and control of the farm shall be the responsibility of a resident of the dwelling on the lot.
- c. Land devoted to the Yard Farm shall be well-maintained and free from debris, noxious odor and excessively tall weeds and grass.
- d. Yard farms may include Raised Beds, Arbors, Greenhouses, Hoop Houses and Cold Frames as accessory structures subject to applicable setbacks and dimensional regulations.
- e. All accessory structures shall also be well-maintained in a safe condition.

5. Roof Farms

- a. Ownership, care and control of the roof farm shall be the responsibility of the owner or tenant of Lot.

6. Farm Structures

- a. Farm structures such as arbors, greenhouses, hoop houses and cold frames, shall be allowed as accessory structures subject to the following provisions:
 - i. Green houses are allowed within any rear or side yard up to but not closer than five (5) feet from the Lot line.
 - ii. Arbors, hoop houses and cold frames are allowed within any rear or side yard up to but not closer than one (1) foot from the Lot line.
 - iii. Farm Structures shall not exceed a maximum height of 15 feet and cannot be taller than the principal structure on the Lot; the covers shall be removed and stored when plants are not being cultivated or structure is not being used for an urban agricultural use
 - iv. Farm structures, when combined with other buildings on the property, shall not exceed the maximum lot coverage by all buildings listed in the Table of Dimensional Requirements.
 - v. Farm Structures shall not interfere with any existing public easements.

7. Composting

- a. Composting must be contained within an enclosed bin that does not have direct contact with flammable materials.
- b. Setback Requirements
 - i. Compost bins, structures and windrows shall be set back five (5) feet from all Lot lines.
 - ii. Compost bins, structures and windrows shall not be located in any portion of a yard area that abuts a Street.
- c. Accessory composting shall be used primarily to support onsite operations and shall comprise no more than five (5%) percent of the Lot area.”

Section IV. This Ordinance shall take effect as provided by City Charter.

In City Council April 28, 2022

Adopted for first passage by a roll call vote of 10 yeas, 0 nays and 1 absent

ATTEST:

ILENE SIMONS
CITY CLERK

City of Salem

In the year two thousand and twenty-two

An ordinance to amend an ordinance relative to zoning

Be it ordained by the City Council of the City of Salem, as follows:

Section 1. Section 8.2 – Entrance Corridor Overlay District of Section 8.0 Special District Regulations is hereby amended as follows:

A) Add to the first paragraph Section 8.2.5 – Parking Area - “Trees are a crucial component of the entry corridor, available in a broad range of species and sizes. Shade trees are preferred for their medium to large canopy width and height for a full range of community benefits identified in the tree ordinance, including cooling and stormwater uptake.” Before the sentence “The requirements for such landscaping are as follows:”

B) Delete paragraphs 1 through 3 within Section 8.2.5 Parking Areas in their entirety and replace them with:

“1. Landscaping shall include one (1) medium to large shade tree of three and one-half-inch to four-inch caliper diameter at breast height (DBH) for each three (3) parking spaces unless otherwise waived pursuant to Section 8.2.9 of this section. Trees shall be planted in plant beds bounded by six-inch granite curbing.

2. No plant bed shall be less than fifteen (15) square feet, and no dimension of such plant bed shall be less than forty-two (42) inches, measured from inside face of curb to inside face of curb or wall.

3. A planting strip of no less than forty-two (42) inches wide shall separate vehicles parked face to face in a parking area. Such planting strip shall include one (1) three and one-half-inch to four-inch caliper tree every twenty-seven (27) feet.”

C) Insert a new section

“8.2.9 Design Waivers.

1. Upon the request of the Applicant, the Planning Board may grant a Special Permit pursuant to Section 9.4 to waive the following requirements in the interests of design flexibility and overall project quality, and upon a finding of consistency of such variation with the overall purpose and objectives of the Entrance Corridor Overlay District. Applicants shall annotate plans to identify this distinction prior to approval.

A. In lieu of the standard three and one-half-inch to four-inch caliper DHB shade trees required per Section 8.2.5(1), the Planning Board may grant a waiver to allow up to 20% of the trees located within an ECOD to be smaller two-inch to three-inch caliper DBH ornamental trees and or container grown multi-stem and hedge species with a corresponding applicant payment to the Tree Replacement fund per Salem Code of Ordinances Ch. 43 Sec. 61, amount to be determined by the Tree Warden.”

Section 2. This Ordinance shall take effect as provided by City Charter.

In City Council April 28, 2022

Adopted for first passage by a roll call vote of 11 yeas, 0 nays and 0 absent

ATTEST:

ILENE SIMONS
CITY CLERK

City of Salem

In the year two thousand and twenty-two.

An Ordinance to amend an Ordinance relative to Ch. 44 Vehicles for ~~the~~

Be it ordained by the City Council of the City of Salem, as follows:

Section 1. Chapter 44, Sec. 44-38 Fares Established is hereby amended by replacing the one mile or fraction thereof fare of "\$5.50" with "\$7.00" as it appears in the table within this section.

Section II. This ordinance shall take effect as provided by City Charter.

In City Council April 28, 2022
Adopted for first passage

ATTEST:

ILENE SIMONS
CITY CLERK