



LITTLETON STATION AREA PLAN

In March 2018, the Town of Littleton applied for a state grant to study options for development around the Littleton MBTA Station. The Town's funding request called for a market assessment and an economic analysis, a community vision process, an area plan, and new zoning (if needed) to implement the plan. Since Littleton had just completed a comprehensive master plan in 2017 and was already moving ahead with implementing the plan's recommendations for Littleton Common, the Town was poised to succeed with its grant proposal. Accordingly, in June 2018, MassHousing (the funding agency) awarded a \$65,000 grant to Littleton, contingent upon an \$11,250 local match (which the Town had been pledged in its grant application). Shortly thereafter, MassHousing engaged Barrett Planning Group LLC to lead the planning effort.

In deference to the Town's need to focus on Littleton Common over the summer and early fall, the Littleton Station consultants have worked "in the background" to gather and analyze market, demographic, and geographic data, conduct site visits and interviews, and begin to collect usable case studies of suburban transit development. In addition to Barrett Planning Group, the consulting team includes Dodson & Flinker and RKG Associates – all people with prior knowledge of and experience with the Town. Recently the Town formed a working group to help the consultants by providing information and feedback needed to complete our work. Our scope and anticipated project timeline are summarized below. The project will be substantially complete by June 30, 2019. Completed and in-progress tasks are identified with an asterisk.

SCOPE OF WORK

1. Mobilization
 - a. Kickoff meeting with Planning Board*
 - b. Conduct site visits*
 - c. Review of related plans and studies*
 - d. Interviews (in-person and phone)*
 - e. Prepare public participation plan*
2. Social, Economic, and Real Estate Data Collection and Analysis
 - a. Gather applicable social and economic data from public and proprietary sources*
 - b. Prepare a market overview, feasibility study, and opportunity assessment of the study area to understand Littleton Station's potential and limitations for mixed-use development with "play/live/work/stay" components or combinations thereof)

- c. Research/summarize several relevant case studies of suburban mixed-use developments adjacent to commuter train stations in/outside of Massachusetts*
- d. Submit interim report

3. Visioning Process

- a. Design and conduct a community visioning weekend for the study area
- b. Design and administer community survey
- c. Produce draft vision and policies for review/comment by the Planning Board
- d. Evaluate social and economic impact of the vision plan
- e. Analyze and comment on relative merits and drawbacks of available zoning tools to achieve community vision
- f. Prepare and submit second interim report

4. Public Education Component

- a. Design public education materials about the project suitable for Town to distribute in web-based and print formats.