



# City of Malden

Malden City Hall  
215 Pleasant Street  
Malden, MA 02148

## Meeting Minutes - Final Rules & Ordinance Committee

*Councillor Winslow, Chair*  
*Councillor Linehan, Vice-Chair*  
*Councillor Crowe*  
*Councillor O'Malley*  
*Councillor Taylor*

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Tuesday, January 14, 2025

5:45 PM

215 Pleasant Street  
Room 105  
Malden, MA 02148

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Watch the meeting with Teams <https://buff.ly/3DLVbqx>

### Roll Call

*Rules and Ordinance Chair Stephen Winslow called the meeting to order at 6:03 PM.*

*Also in attendance was Maria Luise, Michelle Romero, Nelson Miller, Alicia McNeil, Alex Pratt and Councillors Condon, McDonald, Spadafora, and Sica.*

**Present:** 5 - Councillor Stephen Winslow, Councillor Amanda Linehan, Peg Crowe, Ryan O'Malley and Ari Taylor

### Minutes to be Approved

[17-25](#)

Minutes for the meeting of December 10, 2024

**A motion was made by Councillor O'Malley, seconded by Councillor Linehan, that the Committee Minutes be approved. The motion carried by a unanimous vote.**

[18-25](#)

Minutes for the meeting of December 17, 2024

**A motion was made by Councillor O'Malley, seconded by Councillor Linehan, that the Committee Minutes be approved. The motion carried by a unanimous vote.**

### Business

[13-25](#)

Be it ordained by the Malden City Council that the Code of the City of Malden (MCC) Title 12 ZONING is hereby amended to establish requirements and regulations for Accessory Dwelling Units, including definitions and the establishment of Site Plan Review Committee for Accessory Dwelling Units (SPRC ADU) by amending Chapters and Sections 12.030, 16.010, 20.010, 32.060 and by adding new Subsections 12.28.010(K), 32.030(D), 32.030(E)

**Sponsors:** Amanda Linehan

**Attachments:** [ADU Memo Mayor January 2 2025](#)  
[CCP 13-2025 ADU Final Draft 1.2.25](#)  
[ADU Overview 1.7.25](#)  
[CCP 13-2025 Edits Winslow 1.6.2025](#)  
[ADU-Public-Comment](#)  
[CCP 13-2025 Edits OMalley 1.21.2025](#)  
[CCP 13-2025 Edits as voted by R&O 1.21.2025 w Comments](#)  
[760 CMR 71.00 - Final 1-17-25 - REDLINE](#)  
[ADU Memo\\_Mayor 1 27 2025](#)  
[CCP 13 2025 PBR 1.25](#)  
[CCP 13-25 PSR wAtts](#)  
[Public Comment City Council meeting on 1 28 2025 File # 13-25](#)  
[Public Comment Re\\_Accessory Dwelling Units \(ADUs\)](#)

*The purpose for this evening's meeting is to discuss and establish requirements and regulations for accessory dwelling units (ADUs) in the city prior to the law becoming effective state wide on February 2. City Planner Michelle Romero provided a detailed briefing on the proposed changes, including amendments to the city zoning ordinance and the establishment of a Site Plan Review Committee for ADUs. The proposed paper aims to comply with state law requirements for ADUs, including the need for special permits for second or subsequent ADUs.*

*Chair Winslow identified five key topics for discussion as he sees them: intensity use and the reasonableness of dimension controls, relief from dimensional controls, extent of site plan review, parking requirements, and the make up of Site Plan Review Committee.*

*Planner Romero began by reading along to the Summary of Proposed Amendment document as is attached to the history of this paper, entitled "CCP 13-2025 ADU Final Draft 1.2.25", explaining key changes as she went. A scrivener's error was detected in item number two of the document. The 10% Coverage Principal Building as noted in the Table of Intensity Regulations should read 30%.*

*The proposed amendments include changes to the table of use regulations to include new categories for ADUs and to the table of intensity regulations with the inclusion of maximum size limits for ADUs. As the law is currently written, no additional parking would be required for any ADU built within half mile of an MBTA bus route, which is the entire city. Special permits would be required for subsequent ADUs and would follow the same criteria as other residential special permits according to zoning laws. ADUs may not be regulated using dimensional controls that are more strict than what the city requires for single family dwellings.*

*It was noted that the State guidelines on instituting this new law are still fluid and are expected to change. Caution was given not to write anything into the zoning ordinance that would be unwelcome if/when removed from the current State guidelines, such as parking requirements.*

*General requirements for ADUs include compliance with building, fire, and sanitary codes, prohibition of short-term rentals, and adherence to dimensional and parking requirements. Any possible new violations created by the establishment of an ADU must be addressed. The maximum size of ADUs shall be no greater than 900 square feet.*

*The Committee requested further information at the next meeting, to be held on January 21, estimating how much growth the city may expect from this new law with a comparison against other municipalities that have already instituted ADUs.*

**A motion was made by Councillor Linehan, seconded by Councillor Taylor, that the Ordinance be tabled. The motion carried by a unanimous vote.**

## **Adjournment**

**A motion was made by Councillor Taylor, seconded by Councillor O'Malley, that the be adjourned. The motion carried by a unanimous vote.**

**Meeting adjourned at 7:04 PM.**

If you would like to request a reasonable accommodation, please contact Maria Luise, ADA Compliance Coordinator at [mluise@cityofmaiden.org](mailto:mluise@cityofmaiden.org) or 781-397-7000 Ext. 2005

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[www.cityofmaiden.org/captions](http://www.cityofmaiden.org/captions)