

12/3/2025 ORDINANCE REVIEW COMMITTEE MEETING MINUTES

Summary:

Ordinance Review & Update Process

- Reviewed process for amending ordinances: ORC recommends changes → Council → relevant subcommittees for debate and amendments. Any Council member, board, committee, or resident may propose an ordinance change.
- Zoning amendments must go through a Planning Board public hearing before Council action.

Documentation & Municode Issues

- Noted missing, outdated, or incorrect ordinances in Municode. The Clerk's office is actively working with Municode to resolve issues.
- Some updated ordinances (e.g., parking, short-term rentals) will be added to the new system, with website disclaimers about potential outdated content while the Clerk's office works with Municode.
- Department heads should submit ordinance *ideas* or *issues* rather than drafting language; legal staff will refine proposals.

Parking Regulations & Enforcement

- Ongoing challenges with parking enforcement and clarity of rules (driveways, metered areas, multi-unit properties, residential permits).
- Reviewed meter tampering issues, street sweeping timing, and residents' confusion about when to move cars after sweeping. The ordinance states cars should remain off the streets until after 3:00pm. Considered whether certain issues are public education vs. ordinance changes.
- Discussed Revere's ordinance denying parking stickers for 6+ unit buildings and its potential legal concerns.
- Discussed the use of tech tools (e-meters, license plate readers, payment apps) and associated costs.

Parking Requirements, Development, and CBD Issues

- Current requirement of 2 off-street spaces per unit is often impractical in older neighborhoods with small lots.
- High-cost CBD parking spaces (\$20,000+) have seen very limited uptake. Consider removing it when updating the parking ordinance.
- Parking for new developments, daycare facilities, and mixed-use buildings continues to present challenges.

Health & Safety Regulations

- Identified overlaps and unclear responsibilities across multiple boards.
- Considered inviting the Board of Health to help reorganize and clarify roles.
- Discussed enforcement roles such as Bonnie Carroll's work as tobacco control officer.
- Need to align local ordinances with state law and the town charter.

Governance Structure & Document Organization

- Highlighted contradictions across town documents and the need for a clear hierarchy.
- Discussed using technology or AI to identify redundant or conflicting rules.
- Suggested leveraging graduate students (e.g., Harvard Kennedy School) for analysis and consulting at no cost.
- Goal to reduce legal expenses by improving document clarity and organization.

Parking Studies & Future Planning

- Planning Board requested a new parking study for the Center Business District.
- Concerns that previous studies were outdated or included private property.
- Agreement to use parking as a pilot project before taking on broader governance issues.

Next Steps

- Continue detailed parking discussions at the next meeting on **December 11**.
- Prepare for a comprehensive ordinance review by **April**.
- Explore public hearings to gather community input on parking policy changes.