



Diane Nichols Tradd
Assistant City Manager/DPD Director

Craig Thomas
Deputy Director

MEMORANDUM

TO: Eileen M. Donoghue, City Manager

FROM: Diane Tradd, Assistant City Manager/DPD Director

DATE: September 24, 2019

SUBJECT: COUNCIL MOTION OF 08/27/19 BY MAYOR SAMARAS
REQUEST CITY MANAGER HAVE DPD AND INSPECTIONAL SERVICES DEVELOP
A POLICY AND/OR ORDINANCE TO ENCOURAGE TEMPORARY POP-UP SHOPS
AS AN OPTION TO FILL UNDERUTILIZED VACANT STOREFRONTS

The City of Lowell's Master Plan, *Sustainable Lowell 2025*, calls for the "fill(ing) (of) vacant storefronts with pop-up galleries, satellite libraries and/or public art (page 9)," as well as to "repurpose vacant or under-utilized spaces for new, creative uses to eliminate blight that may discourage investment in surrounding properties (page 106)." In keeping with those objectives, and as a means to creatively fill vacant storefronts while supporting startup entrepreneurs, the Department of Planning and Development (DPD) through its Economic Development Office and Division of Development Services has held meetings with the Mayor's office and outside stakeholders to discuss how to better facilitate support for "pop-up" businesses.

Development Services is in the process of producing a draft ordinance that would govern pop-up businesses, partially modeled and inspired by an ordinance already enacted by the City of Chicago. Once the draft is complete, which should be very soon, stakeholders will again convene to review its content, solicit feedback, and make any final adjustments prior to its introduction to the City Council.

DT/ns

cc: Craig Thomas, Deputy Director
Eric Slagle, Director of Development Services
Andrew Shapiro, Director of Economic Development
Christine McCall, Senior Planner