



AGENDA PACKET

EVERETT CITY CLERK'S OFFICE
REC'D 2026 JUN 15 PM 2:57

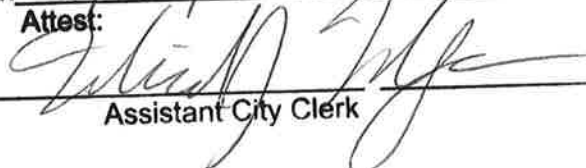
**CITY COUNCIL'S COMMITTEE ON LEGISLATIVE AFFAIRS & ELECTIONS
MONDAY, JUNE 22, 2026 6:30 PM**

**EVERETT CITY HALL, 484 BROADWAY, CITY COUNCIL CHAMBERS, 3RD FLOOR
EVERETT, MA 02149**

Posted in accordance with the
provisions of Mass. General Laws
Chapter 30A- Sections 18-25

on 6/15/2026 at 2:57 PM

Attest:


Assistant City Clerk



AGENDA

CITY COUNCIL'S COMMITTEE ON LEGISLATIVE AFFAIRS & ELECTIONS MONDAY, JUNE 22, 2026 6:30 PM

EVERETT CITY HALL, 484 BROADWAY, CITY COUNCIL CHAMBERS, 3RD FLOOR
EVERETT, MA 02149

ROLL CALL

PLEDGE OF ALLEGIANCE

UNFINISHED BUSINESS

1. **C0161-26** Ordinance/s/ Councilor Katy L. Rogers

An ordinance promoting environmental sustainability by reducing single-use plastic service ware and single-use packaged condiments

2. **C0167-26** Ordinance/s/ Councilor Stephanie V. Smith, as President

An ordinance amending Section 4.1 - Building Permit Fees of the Revised Ordinances the City of Everett

ADJOURNMENT

www.cityofeverett.com

(All agendas and reports can be obtained on City of Everett Website)

Respectfully submitted:

David R. Flood

Legislative Research / Systems Analyst
Everett City Council Office



C0161-26

To: Mayor and City Council

From: Councilor Katy L. Rogers

Date: June 22, 2026

Agenda Item:

An ordinance promoting environmental sustainability by reducing single-use plastic service ware and single-use packaged condiments

Background and Explanation:

An ordinance promoting environmental sustainability by reducing single-use plastic service ware and single-use packaged condiments

Attachments:

**AN ORDINANCE PROMOTING ENVIRONMENTAL SUSTAINABILITY BY
REDUCING SINGLE-USE PLASTIC SERVICE WARE AND SINGLE-USE PACKAGED
CONDIMENTS**

/s/ Katy Rogers

WHEREAS, the City of Everett is committed to environmental stewardship and the reduction of plastic pollution that impacts our local waterways, parks, and waste management systems; and

WHEREAS, billions of single-use plastic utensils, straws, and condiment packets are discarded annually in the United States, many of which are provided to customers automatically and thrown away unused; and

WHEREAS, the production and disposal of single-use plastics and condiments contribute significantly to greenhouse gas emissions and environmental degradation; and

WHEREAS, local food service establishments face rising operational costs, and the automatic distribution of unwanted accessories represents an unnecessary financial burden on Everett’s small business community; and

WHEREAS, "Skip the Stuff" initiatives have been successfully implemented in various municipalities across the Commonwealth, proving that an "as-requested" model effectively reduces environmental waste while providing immediate cost savings to businesses; and

WHEREAS, Earth Day 2026 serves as a vital reminder of our collective responsibility to implement common-sense policies that balance convenience with conservation.

NOW, THEREFORE, be it ordained by the Everett City Council as follows:

Section 1. Purpose. The purpose of this ordinance is to reduce the distribution of single-use service ware and single-serving packaged condiments to promote environmental sustainability and minimize cost reduction on the City’s small businesses. This ordinance advances the City’s health and environmental goals by reducing plastic waste and mitigating the City’s carbon footprint associated with single-use materials.

Section 2. Definitions.

- a. **“Condiment”** means a single-use packet containing relishes, spices, sauces, confections, or seasonings, that requires no additional preparation by the Consumer, and that is used with food or beverages, including, but not limited to, creamer, ketchup, mustard, mayonnaise, soy sauce, wasabi, sauerkraut, salsa, syrup, jam, jelly, salad dressings, salt, sugar, sugar substitutes, pepper, and chili pepper.
- b. **“Consumer”** and **“Customer”** means the individual purchasing Prepared Food for consumption by themselves or others, or where the Prepared Food is provided for free, the individual who will be collecting the Prepared Food for consumption by themselves or others.

- c. “ISD” means the Department of Inspectional Services for the City of Everett.
- d. “ISD Director” means the Director of the Department of Inspectional Services for the City of Everett.
- e. “Food Service Establishment” means a retail establishment that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, including, but not limited to, any establishment required by state law to be licensed by the Board of Health in accordance with the provisions of the State Sanitary Code (105 CMR 590.000), Chapter X “Minimum Sanitation Standards for Food Service Establishments,” in order to prepare and serve food to the general public.
- f. “Online Food Ordering Platform” means a website or mobile application through which a Consumer can place an order for pick-up or delivery of Prepared Food. Such platforms include those operated directly by a Food Service Establishment, by companies that provide delivery of Prepared Food to Consumers from Food Service Establishments, and by online food ordering systems that connect Consumers to a Food Service Establishment directly.
- g. “Prepared Food” means food or beverages that are serviced, packaged, cooked, chopped, sliced, mixed, brewed, frozen, squeezed, poured, or otherwise prepared (collectively “prepared”) in a Food Service Establishment for individual Customers or Consumers. Prepared Food does not include raw eggs or raw, butchered meats, fish, and/or poultry sold from a butcher case, a refrigerator case, or similar retail appliance.
- h. “Single-Use” means designed to be used once and then discarded and not designed for repeated use and sanitizing.
- i. “Single-Use Articles” means all types of items provided alongside Prepared Food that are intended for a Single-Use, including, but not limited to, utensils, Condiments, napkins, straws, stirrers, splash sticks, cocktail sticks, toothpicks, cup sleeves, cup trays, and food trays
- j. “Utensil” means a food contact implement including but not limited to forks, spoons, knives, sporks, chopsticks, tongs, or other instruments used to serve food or to eat food.

Section 3. Regulated Conduct.

- a. *Selection of Single-Use Articles:*
 - i. A Food Service Establishment shall require Customers to specify which Single-Use Articles they want included with their Prepared Food when selecting or ordering Prepared Food in person or on the telephone. Food Service Establishments using an Online Food Ordering Platform shall provide the option to Customers to request Single-Use Articles with a Prepared Food order, when the Online Food Ordering Platform includes selection of Single-Use Articles as a feature.
 - ii. As an alternative to Section 3(a)(i), Food Service Establishments may have Single-Use Articles available at self-service stations or on dining tables for the Customer to select and use.

- b. Providing of Single-Use Articles: Food Service Establishments shall not automatically provide Single-Use Articles with Prepared Food. Such items may only be provided upon request of the Customer. If the Online Food Ordering Platform used by the Food Service Establishment does not include a feature allowing Customers to request Single-Use Articles, the Food Service Establishment shall not include such items with the order.
- c. No Bundling Single-Use Articles: Single-Use Articles provided by Food Service Establishments for use by Customers shall not be bundled or packaged in a manner that prohibits a Customer from taking only the type of Single-Use Article desired without also having to take additional Single-Use Articles. For purposes of this ordinance, each type of Condiment and each type of Utensil shall be considered a separate Single-Use Article, meaning that a Consumer requesting a fork shall not be provided a package containing a fork, knife and spoon.

Section 4. Enforcement. ISD and the ISD Director shall have the authority to administer and enforce this ordinance. The ISD Director or their designee, including but not limited to code enforcement employees of the City, may issue citations under the non-criminal disposition procedure set forth in M.G.L. c. 40, §21D and as specified herein. Each day on which a violation occurs shall constitute a separate offense. Violations issued pursuant to this section may be appealed in accordance with the non-criminal disposition procedures set forth in M.G.L. c. 40, §21D.

Notwithstanding Section 1-8 of the City of Everett Revised Ordinances, the following penalty schedule shall apply:

- a. First (1st) through third (3rd) offense: written warning
- b. Fourth (4th) offense: \$25.00
- c. Fifth (5th) and each subsequent offense: \$50.00

Section 5. Exemptions. Any Food Service Establishment may seek an exemption from the requirements of this ordinance by filing a request in writing to the ISD Director on the basis of undue hardship. The request must explain why compliance would cause undue hardship to the Food Service Establishment. The ISD Director has the sole authority to waive any or all requirements of this ordinance for an individual Food Service Establishment on the basis of undue hardship for one (1) year from the date of the request. A Food Service Establishment granted a waiver on the basis of undue hardship must re-apply at least 60 (sixty) days prior to the end of the one (1) year exemption period and demonstrate continued undue hardship if the Food Service Establishment wishes to have the exemption extended. The ISD Director's decision to grant or deny an exemption or to grant or deny an extension of a previously issued exemption shall be in writing and shall be final.

Section 6. Exceptions. This ordinance does not apply to items required for food safety, such as single-use beverage lids or single-use heat sleeves for hot beverages.

Section 7. Regulations. ISD may adopt and amend rules and regulations to effectuate the purposes of this ordinance.

Section 8. Severability. If any provision of this ordinance is declared invalid or unenforceable the other provisions shall not be affected thereby.



C0167-26

To: Mayor and City Council
From: Councilor Stephanie V. Smith
Date: June 8, 2026

Agenda Item:

An ordinance amending Section 4.1 - Building Permit Fees of the Revised Ordinances the City of Everett

Background and Explanation:

Attachments:



Office of Mayor
Robert J. Van Campen

June 3, 2026

The Honorable Stephanie Smith
President, Everett City Council
484 Broadway
Everett, MA 02149

Dear Madame President:

I respectfully submit for your consideration a proposed amendment to the City of Everett Municipal Code, Section 4-1, "**Building Permit Fee Schedules**," to update the City's building permit fee schedule for Fiscal Year 2027.

The proposed amendment is intended to ensure that the City's building permit fees remain current and appropriately aligned with the costs associated with administering, reviewing, and inspecting building permit applications. Updating the fee schedule will support the continued effective operation of the City's permitting and inspectional services while providing clear and consistent guidance to residents, property owners, contractors, and developers.

Although the City has previously accepted a statute (M.G.L Chapter 40, Section 22F) that delegates the Council's authority to set reasonable fees and charges for permits, licenses or certificates to the Board or Department head that oversees the issuance of the same, I am submitting the proposed fees to the City Council for your review and approval. Please note that based on the information presently available to us, the current fees may not have been updated in over 5 years and, therefore, do not reflect the true cost to provide the service. This proposed amendment to update the fees seeks to correct this issue.

Accordingly, I respectfully request that the City Council consider the proposed amendment and refer the matter to the appropriate committee for review and recommendation.

Thank you for your attention to this matter.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "R. J. Van Campen".

Robert J. Van Campen
Mayor of the City of Everett



City of Everett

ENROLLED ORDINANCE

PUBLISHED PURSUANT TO CHAPTER 1 SECTION 4.5 OF THE REVISED ORDINANCES OF THE CITY OF EVERETT AND IN COMPLIANCE WITH MASSACHUSETTS GENERAL LAWS Chapter 43, Section 23.

ENROLLED:

DATE OF PROPOSED ORDAINMENT:



CITY COUNCIL**No. C0--- - 26**

IN THE YEAR TWO THOUSAND AND TWENTY-SIX

AN ORDINANCE TO AMEND SECTION 4.1 BUILDING PERMIT FEES – WITHIN THE CITY OF EVERETT REVISED ORDINANCES

Councilor /s/ Stephanie Smith, as President

Whereas: Pursuant to Massachusetts General Law municipalities are authorized to set reasonable fees and charges for permits, licenses, or certificates for any work or services performed; and,

Whereas, the Building Permit Fee Schedule has not been updated in multiple years even as the cost of services as continued to increase;

Now, therefore, by the authority granted to the City Council of the City of Everett, Massachusetts to make ordinances:

Be it Ordained by the City Council of the City of Everett, Massachusetts that the Revised Ordinances of the City of Everett be amended as follows:

1. Amend Municipal Code, Section 4-1, Building Permit Fee Schedules as follows (additions are identified as *red/italics* and deletions are identified as ~~strike-throughs~~):

Building Department Fee Schedule		
Application	Fee	Minimum Fee
1. <i>Residential (1-3 units)</i> C construction, alteration, repairs, demolition and reconstruction of a building or structure	\$15.00 per \$1,000 of estimated cost	\$50.00
2. <i>Commercial (4+ units and non-residential) construction, alteration, repairs, demolition and</i>	<i>\$17.00 per \$1,000 of estimated cost</i>	<i>\$50.00</i>

Building Department Fee Schedule		
Application	Fee	Minimum Fee
<i>reconstruction of a building or structure</i>		
23. Wood <i>or pellet</i> stoves	\$40 50.00	N/A
34. Demolition of buildings	\$15.00 per \$1,000 of estimated cost	\$50.00
1 and 2 motor vehicle garages	\$15.00 per \$1,000 of estimated cost	\$40.00
All other structures	\$15.00 per \$1,000 of estimated cost	\$40.00
45. Moved buildings	\$15.00 per \$1,000 of estimated cost	\$40 250.00
56. Amendments to plans	\$15.00 per \$1,000 of estimated cost	\$40 50.00
67. Wall signs and projection signs	\$15.00 per \$1,000 of estimated cost	\$40 50.00
78. Freestanding ground signs	\$15.00 per \$1,000 of estimated cost	\$100.00
89. Roof signs	\$15.00 per \$1,000 of estimated cost	\$100.00
910. Certificate of Occupancy		N/A
Single One- to Three family	\$50.00 / per unit	
Two family	\$75.00	
Three family	\$100.00	
All others	\$40 50.00 per 1,000 square feet	
1011. Swimming Pools	\$15.00 per \$1,000 of estimated cost	\$40 100.00
1112. Sheds and Similar Structures	\$15.00 per \$1,000 of estimated cost	\$40 50.00
1213. Certificate of Inspections	As prescribed by the Commonwealth of Massachusetts State Building Code. Table 106 Exception: Three-family homes to be inspected every five (5) years, \$75.00, as modified and amended by Section 106.5 of the Massachusetts State Building Code	N/A
1314. Work started without permit	Double the permit fee as a fine, plus the permit fee	N/A
1415. Re-inspection fee per inspection	\$40 50.00	N/A
Plumbing Division Fees		
Application	Current Fee	Minimum Fee
1. Plumbing and gas fitting in new and existing residential and commercial buildings, additions or alterations`	\$40 50.00 for up to 3 fixtures or appliances plus \$10.00 per fixture or appliance thereafter	\$40 50.00

Plumbing Division Fees		
Application	Current Fee	Minimum Fee
	for each unit or separate use	
2. Gas-fired boiler and/or gas-fired furnace/heater permit fee	\$25 30.00 per appliance, exclusive of all other plumbing and gas permit fees	N/A
3. Plumbing and gas inspection fee Any additional inspections required for deficient work by failure to meet the requirements of the Massachusetts Plumbing and Gas Fitting Code or any other applicable codes and regulations or transfer of plumbing and gas permit(s) to another license holder shall require reinspection permit		N/A
Reinspection permit fee	\$40 50.00 per fixture, per visit	
Transfer of permit fee	The cost of the original permit	
4. Rooftop HVAC equipment, commercial air conditioning equipment, split system HVAC equipment and the like Note: A permit is not required for air conditioning units for single rooms 200 square feet in area or less	\$40 50.00 per unit or each condenser and compressor pair	N/A
5. Capping water and sewer prior to demolition (inside or within 10 feet of building)	\$40 50.00	N/A
6. Work started prior to the issuance of a permit	Double the permit fee as a fine, plus the permit fee	N/A

Wire Department Fees		
Application	Current Fee	Minimum Fee
1. Services		
100 AMP Capacity	\$25.00	
Above 100 AMP Capacity – each additional 100 AMP capacity	\$6.00	
Service Alterations	\$30.00	
2. Receptacles, Switches and Fixtures		
1-5	\$10.00	
6-20	\$20.00	

Wire Department Fees		
Application	Current Fee	Minimum Fee
<i>Above twenty (20)</i>	<i>\$.50 each</i>	
3. New Work		
<i>Apartment Units</i>	<i>\$60.00 / unit</i>	
<i>Condominium Units</i>	<i>\$60.00 / unit</i>	
4. Motors		
<i>1 hp – 5 hp</i>	<i>\$3.00</i>	
<i>6 hp – 10 hp</i>	<i>\$5.00</i>	
<i>15 hp and above</i>	<i>\$15.00</i>	
<i>Over 25 hp additional</i>	<i>\$1.00</i>	
5. KVA Transformers & Generators		
<i>1 – 5 KVA</i>	<i>\$10.00</i>	
<i>6 – 25 KVA</i>	<i>\$15.00</i>	
<i>Above 25 KVA – each additional unit</i>	<i>\$1.00</i>	
6. Heating Units		
<i>Gas or Oil</i>	<i>\$40.00</i>	
<i>Water Heater</i>	<i>\$40.00</i>	
7. Appliances		
<i>Dishwasher</i>	<i>\$20.00</i>	
<i>Disposal</i>	<i>\$20.00</i>	
<i>Dryer</i>	<i>\$20.00</i>	
<i>Air conditioner – up to one (1) ton</i>	<i>\$20.00</i>	
<i>Over one (1) ton</i>	<i>\$20.00</i>	
<i>Split Systems</i>	<i>\$40.00</i>	
<i>Ranges</i>	<i>\$40.00</i>	
<i>Water Heater</i>	<i>\$40.00</i>	
<i>Ovens</i>	<i>\$40.00</i>	
<i>Sub Panel</i>	<i>\$50.00</i>	
<i>House Panel</i>	<i>\$25.00</i>	
<i>Solar</i>	<i>\$100.00</i>	
<i>Signs</i>	<i>\$50.00</i>	
<i>Hydro Massage Tubs</i>	<i>\$40.00</i>	
<i>Telecomm Devices</i>	<i>\$2.00</i>	
<i>No. of Fans:</i>		

Wire Department Fees		
Application	Current Fee	Minimum Fee
1 – 5	\$10.00	
6 – 20	\$20.00	
Each additional	\$.50	
8. Swimming Pools		
All Types	\$50.00	
Hot Tubs	\$50.00	
9. Electric Heat		
First one thousand (1000) Watts	\$3.00	
Each additional 100 Watts or part of	\$1.50	
10. Siding		
Metal and Vinyl	\$50.00	
11. Annual Permits: January 1 - December		
A fee of	\$100.00	
<i>Shall be paid for a continuous permit issued to licensed representatives or licensed maintenance personnel in INDUSTRIAL AND COMMERCIAL enterprises. Such permit to cover ordinary maintenance, experimental set-ups or relocations of minor devices and equipment.</i>		
12. Temporary Emergency Repairs	\$50.00	
13. Carnivals	\$100.00	
14. Re-Inspections	\$50.00	
15. Duplicate Permits or Certificates	\$30.00	
16. Security Systems (Home and Commercial)	\$50.00	
17. Alarms (All Types)	\$5.00 per device	
<i>Detection, Alerting, and Self-contained devices</i>		
18. Temporary Service & Installation of Trailer to Property	\$40.00	
19. Public Meter	\$15.00	
20. Telephone & Computer Lines	\$25.00	
Master Fire Alarm Service		
<i>1. Every person utilizing the municipal alarm system of the City of Everett, Massachusetts be reason of a connection of the master fire alarm box, to the municipal fire alarm system, shall pay an annual fee of two hundred dollars (\$200.00) per master box.</i>		
<i>2. All non- municipal fire alarm receiving equipment, installed in the Everett Fire Alarm headquarters, shall be subject to the annual fees as described in paragraph one (1).</i>		

Wire Department Fees**Application****Current Fee****Minimum Fee**

3. The City of Everett reserves the right, without notice, to disconnect the master fire alarm box(s) upon failure of payment of annual services charges. If the master fire alarm box is disconnected – a fee of four hundred dollars (\$400.00) will be charged to reconnect the master fire alarm system.

Churches and schools below college grade level will be exempt from payment of the fee provided for under this section.

