



**Town of Arlington, Massachusetts**  
Department of Planning & Community Development  
730 Massachusetts Avenue, Arlington, Massachusetts 02476

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**Public Hearing Memorandum - Update**

*The purpose of this memorandum is to provide the Arlington Redevelopment Board and public with technical information and a planning analysis to assist with the regulatory decision-making process.*

**To:** Arlington Redevelopment Board

**From:** Jennifer Raitt, Secretary Ex Officio

**Subject:** Environmental Design Review, 23 Broadway, Arlington, MA  
Docket #2717, as amended by Docket #2905

**Date:** November 18, 2020

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This memo is provided as an update to the last memo provided on September 30, 2020. The following items have been updated pursuant to this application:

- Letter to Jennifer Raitt, dated November 4, 2020, including a memo from Vanasse & Associates, dated October 22, 2020;
- First Floor Construction Plan, dated June 16, 2020, with no update date, prepared by AEPMI
- Broadway Elevation Metal Screen Wall, prepared by AEPMI;
- Broadway Elevation Window Film Options, prepared by AEPMI;
- Site Plan, dated July 12, 2020, and updated October 16, 2020, prepared by Bohler, including showing ADA access route; and
- Memo from Vanasse & Associates, Inc. responding to the Transportation Advisory Committee memo, dated November 30, 2020.

These items address the following items discussed by the Board:

- Window Treatments on the Broadway elevation;
- Selection of glass block wall at entry;
- Signage on the building and in parking lot;
- Interior bicycle parking;
- Exit drive onto Sunnyside Avenue; and
- Loading dock usage.

The Transportation Advisory Committee (TAC) reviewed the application and provided a memo dated November 20, 2020; their comments are attached. The applicant's response to comments from TAC is also provided.

With regard to the Board's request to provide a parking and queuing plan, an updated LEED scorecard, a determination that the exit stairs onto Broadway are accommodated on private property, and the feasibility of providing a shower or changing room and a breakroom, the updated materials do not address these items. While the memo from Vanasse & Associates, provides an overview of logistics, the applicant will still need to have the Arlington Police Department (APD) review these plans as part of the Memorandum of Understanding the operator will enter into with the APD.

The applicant should provide a more detailed update regarding any of the above items at the continued hearing.

Should the Board make a decision on the EDR application, the following findings and conditions are recommended:

#### Findings

1. The ARB finds that the proposed marijuana retailer meets the standards for Marijuana Uses as identified in Section 8.3.

#### General Conditions

1. The final design, sign, exterior material, landscaping, and lighting plans shall be subject to the approval of the Arlington Redevelopment Board at the time when future operators are identified. Any substantial or material deviation during construction from the approved plans and specifications is subject to the written approval of the Arlington Redevelopment Board
2. Any substantial or material deviation during construction from the approved plans and specifications is subject to the written approval of the Arlington Redevelopment Board.
3. The Board maintains continuing jurisdiction over this permit and may, after a duly advertised public hearing, attach other conditions or modify these conditions as it deems appropriate in order to protect the public interest and welfare.
4. Snow removal from all parts of the site, as well as from any abutting public sidewalks, shall be the responsibility of the owner and shall be accomplished in accordance with Town Bylaws.
5. Trash shall be picked up only on Monday through Friday between the hours of 7:00 am and 6:00 pm. All exterior trash and storage areas on the property, if any, shall be properly screened and maintained in accordance with the Town Bylaws.

6. Upon the issuance of the building permit the Applicant shall file with the Inspectional Services Department and the Police Department the names and telephone numbers of contact personnel who may be reached 24 hours each day during the construction period.

Special Conditions

1. The Applicant shall work with the Arlington Police Department and Town Counsel to execute a Memorandum of Understanding (MOU) to coordinate efforts with a goal of minimizing and eliminating impacts on the neighborhood surrounding the facility at 23 Broadway. Consultation with the Department of Planning and Community Development shall occur to ensure that the MOU is responsive to any decision.
2. The Applicant shall be responsible for the cost of any police details provided by the Arlington Police Department to oversee circulation of vehicles and pedestrians.
3. Queuing shall be prohibited along any public right-of-way on Sunnyside Avenue and Broadway.
4. As part of the Annual Sales Report provided to the Town of Arlington, the Applicant shall report how customers and patients arrive at the establishment.