

**Arlington Redevelopment Board**  
**December 4, 2017**  
**Minutes**  
**Town Hall Annex, Second Floor Conference Room – 7:30pm**

This meeting was recorded by ACMi.

**PRESENT:** Andrew Bunnell (Chair), Andrew West, David Watson, Eugene Benson

**ABSENT:** Kin Lau

**STAFF:** Jennifer Raitt

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**Correspondence:** None.

The Chairman opened the meeting at 7:30pm and turned to the first item on the agenda, Zoning Recodification Update/ Special Town Meeting Warrant Article. Staff and board members provided an update on zoning recodification, upcoming community engagement and discussion of the Special Town Meeting Warrant Article. Jennifer Raitt, Planning and Community Development Director, provided the following materials, ATM and STM Warrants email, Warrant Article Submission Instructions, and a draft Zoning Recodification Warrant Article. Ms. Raitt asked the Board to consider placing Zoning Recodification on the warrant for Special Town Meeting and stated that the Zoning Recodification Working Group and staff believe it is ready for presentation at Special Town Meeting. She explained that the warrant article had been prepared with assistance from Town Counsel. Town Counsel consulted with the Attorney General's Office regarding the scope of the warrant article and then drafted three versions that would work for Arlington.

Additional documents provided were a Zoning Recodification outreach meeting schedule and an outreach plan. The outreach meeting schedule included office hours at the Department of Planning and Community Development, the ARB public hearing date, and four neighborhood meetings. The outreach plan showed a variety of outreach tools being used to educate and inform the public about the recodification process.

Mr. Bunnell asked how the meetings will be advertised to the public. Ms. Raitt responded and indicated the following: Town Notices, social media, direct mailings, and press. Mr. Bunnell asked how many of the errors, concerns, and questions found at the October Public Hearing were addressed. Mr. Watson and Ms. Raitt stated that Laura Wiener (Assistant Director of Planning) reviewed all comments received and merged many into an annotated document. Ms. Raitt further stated that the recodification consultant's feedback was included in the final document. Steve Revilak, a member of the Zoning Recodification Group, commented about the more specific changes made as a result of public concern. They included adding back the language, removal of retaining walls, to the definition of structure, restoring the original purpose statement, and stretching out the process which had been extended one month. Mr. Revilak further stated a decision for a red lined version request was still outstanding and will be discussed at the Zoning Recodification Working Group meeting being held on December 6, 2017. Mr. Bunnell asked when the document would be ready for public viewing. Ms. Raitt anticipated it being ready the following week when the notice is published: December 14<sup>th</sup>.

Discussion about hearing and advertising dates occurred and the following schedule was confirmed. The first public hearing will occur on January 8, 2018 with a continued hearing date to January 10, 2018 as well as January 11, 2018, as needed. The Legal Notice will be advertised in the Arlington Advocate for three weeks, December 14, 2017, December 21, 2017 and January 4, 2018.

Ms. Raitt stated that the Warrant opens and closes on December 6, 2017 and asked the Board to vote on the Warrant Article as proposed and reviewed by Town Counsel. Mr. Benson found two formatting inconsistencies and asked for these to be amended. Ms. Raitt will amend before final submission.

Mr. Benson moved to approve the Warrant Article as amended. Mr. Watson seconded. All voted in favor. (4-0).

John Worden, Town Meeting Member, expressed concern that the process was rushed and asked the Board why the document be moved to Special Town Meeting in February. Mr. Watson responded stating that it had been a one year

process with careful regard to resident concerns. He further stated that the Zoning Recodification Working Group and the ARB have been responsive to concerns about timing in the process and extended the time period for review of the second reading draft and the hearing draft of the bylaw.

Mr. Bunnell moved to the second item on the agenda, 2018 Meeting Schedule. A copy of the proposed meeting schedule was provided for Board review, discussion and approval. It was noted that the month of August would have only one meeting and that the second meeting in April was moved to April 23, 2018.

Mr. Bunnell moved to the next item on the agenda, Approval of Meeting Minutes from November 13, 2017. Changes were noted in paragraph one.

Mr. Benson moved to approve the Meeting Minutes of November 13, 2017 as amended. Mr. Watson seconded. All voted in favor. (4-0)

Mr. Bunnell asked if there was any other business. Ms. Raitt informed the Board that a copy of the letter distributed on their behalf to the Conservation Committee was provided to them.

Mr. Benson moved adjourn the Arlington Redevelopment Board Meeting of December 4, 2017, Mr. Watson seconded. All voted in favor.