

**Arlington Redevelopment Board
Town Hall Annex
2nd Floor Conference Room
February 5, 2018, 7:30 p.m.
Meeting Minutes**

This meeting was recorded by ACMi.

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

STAFF: Jennifer Raitt

GUESTS: Robert Annese, Attorney for Gold's Gym; Carl K. Toumayan, Attorney for 30 Park Avenue Associates; Christopher Aufiero, Route 2 Athletics; Stuart Pitchal, SRP Sign Corporation

The Chair opened the meeting at 7:30pm and turned to the first item on the agenda, Continued Public Hearing to Re-Open Special Permit Docket #2890 for 30 Park Avenue in accordance with the provisions of MGL Chapter 40A Section 11, Arlington Zoning Bylaw Section 5.04 use 4.10 Health Club, 801(a) Parking Reduction in an Industrial Zone, and 11.06 Environmental Design Review. The request is to allow an expansion of the Health Club Use and continuation of the existing Auto Body Repair, Warehouse/Storage and Distribution Warehouse uses.

On January 8, 2017, the Applicant, 30 Park Ave Associates, sought approval from the Board to allow additional gym space and add a baseball/ softball training facility. Documentation including the application for EDR Special Permit and Impact Statement with supporting documents, including Site Plan, Photographs, Existing Conditions, and Dimensional and Parking Information dated December 4, 2017 were submitted and reviewed. Although the Board members expressed overall satisfaction with the application and supported the proposed expanded use; they continued the Public Hearing to allow the proponent time to create and submit an updated parking plan inclusive of a buffer maintenance plan between all site activities and Mill Brook as well as specific Transportation Demand Management (TDM) measures, for example, more bike parking and membership and employee incentives to encourage alternative means of transportation.

At the February 5, 2018 meeting, Mr. Annese presented supplemental materials laying out their parking plan as well as shared a copy of written communication intended for distribution to clients to encourage alternative means of transportation. Mr. Bunnell asked the Board for comments on the application. Mr. West supported the use and asked if there was a plan to improve the condition of the access point to the bike path. Mr. Toumayan replied that the Applicant would do what the Board deemed fit. Mr. Bunnell stated that he would like the Applicant to improve the access, particularly the fencing. Mr. Lau suggested fixing the current broken fence and adding fence posts to define the entrance to and from the bike path. Mr. Toumayan was amenable to Mr. Bunnell and Mr. Lau's ideas. Mr. Watson asked if there was an additional parking agreement between Arlington Coal and Lumber and Gold's Gym (the Board received a brief letter pertaining to the shared parking as part of the application). Mr. Watson questioned if the letter was sufficient. Ms. Raitt stated that the Board has accepted similar letters in past cases. In this case, she suggested requiring that the Applicant add the phrase "long-term agreement" to the letter.

The following conditions were reviewed.

- Applicant shall maintain all TDM elements in accordance with the parking reduction granted through 8.01(a) as follows: provide and maintain bicycle parking and continue shared parking arrangement;
- Applicant shall provide adequate lighting in parking lots by ensuring that exterior lighting in front and rear of building is maintained and operable;
- Applicant shall move existing dumpsters to a location outside of the Mill Brook buffer; and
- Applicant shall repair existing fencing along perimeter abutting the Minuteman Bikeway and add fence posts to demarcate bikeway access.

Mr. West moved to approve Special Permit Docket #2890 for 30 Park Avenue, with the aforementioned conditions. Mr. Watson seconded. All voted in favor. (5-0)

The Chair moved to the next item on the agenda, Public Hearing Special Permit Docket #3557 for 167A Massachusetts Avenue in accordance with the provisions of MGL Chapter 40A Section 11 and the Arlington Zoning Bylaw Section 11.06 Environmental Design Review to allow the applicant to replace existing signage under Section 7 Signs. Stuart Pitchal, SRP Sign Corporation, presented on behalf of the applicant. Mr. Pritchard was unfamiliar with the EDR process and asked for clarification. Ms. Raitt explained that because of the property location on Massachusetts Avenue and the significant differences between the new sign and previous sign, as well as the use of federal Community Development Block Grant program funding, the Board needed to grant a Special Permit prior to sign installation. Mr. Pritchard thanked Ms. Raitt and shared the plans inclusive of dimensions and materials for the new sign. Mr. Bunnell asked the Board for comments on the application. Mr. West asked if the sign would be lit from behind. Mr. Pritchard responded yes and added that only white lighting would be used. There were no further comments provided to Mr. Pritchard.

Mr. Lau moved to approve Special Permit Docket #3557 for 167A Massachusetts Avenue. Mr. West seconded. All voted in favor. (5-0).

Mr. Bunnell moved to the next item on the agenda, Report to Town Meeting for Zoning Bylaw Amendment/ Recodification. Ms. Raitt shared and summarized the Report to Town Meeting. This report explains the purpose of the Article, summarizes the project background, process, timeline, and team, and outlines public comments. The report includes how the Board, Zoning Recodification Working Group, and staff responded to comments. The report also discusses two comments in greater detail which were mentioned throughout the recodification process: what constitutes a substantive policy issue and should the administrative rules outlined in the Bylaw be moved to the Board rules? The report has a conclusion and the Board vote. Ms. Raitt asked the Board to review the document for changes, modifications, or edits, and sought a vote to move the report to Special Town Meeting. Mr. Benson suggested adding a brief synopsis in an opening paragraph to aide in the understanding of the document. Ms. Raitt agreed to add language.

Additionally, Ms. Raitt stated that an amendment to the vote was handed out earlier addressing typographical issues. There were five concerns that were responded to and should be included as an amendment to the report along with the vote. Ms. Raitt asked the Board members for suggestions and changes and sought a vote to amend the vote taken on January 22, 2018. Mr. Watson stated that the amendments arose from a 31 page revised draft received from the Citizens' Group and reviewed by the Zoning Recodification Working Group.

A member of the public, Mark Migliazzo, 175 Pleasant Street, asked the Board to consider a motion to amend section 5.3.1, Accessory Dwellings, by striking the word front. Mr. Lau asked if the word "front" is in the current Bylaw and felt if it was, removing it from the recodified draft would be considered a substantive change. Mr. Watson stated that this request was reviewed by the Zoning Recodification Working Group and they concluded that it is in the existing Zoning Bylaw. Mr. Bunnell asked for a motion to amend the recommended vote of the ARB under Article 2 for Special Town Meeting. So moved by Mr. Lau. Mr. Watson seconded. All voted in favor. (5-0).

Mr. Bunnell proposed a motion to move the Report as amended to Special Town Meeting. So moved by Mr. Benson. Seconded by Mr. West. All voted in favor. (5-0)

Mr. Bunnell moved to the next item on the agenda, Discussion about Removing Administrative Rules and Regulations from the Zoning Bylaw to Board Rules. Ms. Raitt sought a vote to move the Administrative Rules and Regulations from the Zoning Bylaw to use as Board Rules. She explained that the Zoning Board of Appeals did the same at their January 30, 2018 meeting. Moving these guidelines will allow these boards to establish and update their rules and regulations as statute

allows. Moving these administrative rules and processes also will allow each board to be more responsive and could improve the special permit review process.

Mr. Benson moved to adopt the Rules and Regulations as presented. Mr. Lau seconded. All voted in favor. (5-0).

Ms. Raitt asked for an additional vote for the Report to Special Town Meeting reflecting the adoption of the Board Rules. Mr. Watson moved to amend the Report to Special Town Meeting to reflect the adoption of the Board Rules. Mr. Benson seconded. All voted in favor. (5-0).

Mr. Bunnell moved to the next item on the Approval of Meeting Minutes, from January 8, 2018. Mr. Benson moved to approve the Meeting Minutes from January 8, 2018 as amended. Mr. West seconded. All voted in favor. (5-0).

Meeting adjourned.