PLANNING & COMMUNITY DEVELOPMENT

TOWN OF ARLINGTON
REDEVELOPMENT BOARD

2019 JUL 16 A 11:19

Application for Special Permit In Accordance with Environmental Design Review Procedures (Section 3.4 of the Zoning Bylaw)

Docket No. _____

1. Property Address 108 Summer St.
   Name of Record Owner(s) Food Link, Inc. Phone 781-819-4225
   Address of Owner 17 Brattle St, Unit 17 (Street), Arlington, MA 02476 (City, State, Zip)

2. Name of Applicant(s) (if different than above) DeAnne Dupont, representing Food Link, Inc.
   Address 17 Brattle St, Unit 17; Arlington, MA 02476 Phone 781-819-4225
   Status Relative to Property (occupant, purchaser, etc.) Owner

3. Location of Property Map 52 - Block 3 - Lots 1 & 2
   Assessor's Block Plan, Block, Lot No.

4. Deed recorded in the Registry of deeds, Book 71880, Page 192, 198 (2 lots);
   -or- registered in Land Registration Office, Cert. No. _____, in Book _____, Page _____.

5. Present Use of Property (include # of dwelling units, if any) Offices, retail , accessory space.

6. Proposed Use of Property (include # of dwelling units, if any) Offices

7. Permit applied for in accordance with the following Zoning Bylaw section(s)

section(s)	title(s)
3.4.2-A	Environmental Design Review (Bikeway Adjacent)
6.1.5	Parking Reduction In Business Zone

8. Please attach a statement that describes your project and provide any additional information that may aid the ARB in understanding the permits you request. Include any reasons that you feel you should be granted the requested permission.

See attached.

(In the statement below, strike out the words that do not apply)

The applicant states that Food Link, Inc. is the owner ~~-or- occupant -or- purchaser under agreement~~ of the property in Arlington located at 108 Summer St. which is the subject of this application; and that ~~unfavorable action -or-~~ no unfavorable action has been taken by the Zoning Board of Appeals on a similar application regarding this property within the last two years. The applicant expressly agrees to comply with any and all conditions and qualifications imposed upon this permission, either by the Zoning Bylaw or by the Redevelopment Board, should the permit be granted.

DeAnne Dupont, President, FoodLink

Signature of Applicant(s)

17 Brattle St, Unit 17; Arlington, MA 02476 — Address

781-819-4225 — Phone

Town of Arlington Redevelopment Board
Application for Special Permit in accordance with
Environmental Design Review (Section 3.4)

Required Submittals Checklist

Two full sets of materials and one electronic copy are required. A model may be requested. Review the ARB's Rules and Regulations, which can be found at arlingtonma.gov/arb, for the full list of required submittals.

- X Dimensional and Parking Information Form (see attached)
- X Site plan of proposal
- ____ Model, if required
- X Drawing of existing conditions
- X Drawing of proposed structure
- X Proposed landscaping. May be incorporated into site plan
- X Photographs
- X Impact statement
- X Application and plans for sign permits
- X Stormwater management plan (for stormwater management during construction for projects with new construction

FOR OFFICE USE ONLY

_____ Special Permit Granted Date: _____

_____ Received evidence of filing with Registry of Deeds Date: _____

_____ Notified Building Inspector of Special Permit filing Date: _____

TOWN OF ARLINGTON
REDEVELOPMENT BOARD
Petition for Special Permit under Environmental Design Review (see Section 3.4 of the Arlington Zoning Bylaw for Applicability)

For projects subject to Environmental Design Review, (see Section 3.4), please submit a statement that completely describes your proposal, and addresses each of the following standards.

1. Preservation of Landscape. The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal, and any grade changes shall be in keeping with the general appearance of neighboring developed areas.

2. Relation of Buildings to Environment. Proposed development shall be related harmoniously to the terrain and to the use, scale, and architecture of existing buildings in the vicinity that have functional or visual relationship to the proposed buildings. The Arlington Redevelopment Board may require a modification in massing to reduce the effect of shadows on abutting property in an R0, R1 or R2 district or on public open space.

3. Open Space. All open space (landscaped and usable) shall be so designed as to add to the visual amenities of the vicinity by maximizing its visibility for persons passing the site or overlooking it from nearby properties. The location and configuration of usable open space shall be so designed as to encourage social interaction, maximize its utility, and facilitate maintenance.

4. Circulation. With respect to vehicular, pedestrian and bicycle circulation, including entrances, ramps, walkways, drives, and parking, special attention shall be given to location and number of access points to the public streets (especially in relation to existing traffic controls and mass transit facilities), width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, access to community facilities, and arrangement of vehicle parking and bicycle parking areas, including bicycle parking spaces required by Section 8.13 that are safe and convenient and, insofar as practicable, do not detract from the use and enjoyment of proposed buildings and structures and the neighboring properties.

5. Surface Water Drainage. Special attention shall be given to proper site surface drainage so that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Available Best Management Practices for the site should be employed, and include site planning to minimize impervious surface and reduce clearing and re-grading. Best Management Practices may include erosion control and storm water treatment by means of swales, filters, plantings, roof gardens, native vegetation, and leaching catch basins. Storm water should be treated at least minimally on the development site; that which cannot be handled on site shall be removed from all roofs, canopies, paved and pooling areas and carried away in an underground drainage system. Surface water in all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic, and will not create puddles in the paved areas.

   In accordance with Section 3.3.4, the Board may require from any applicant, after consultation with the Director of Public Works, security satisfactory to the Board to insure the maintenance of all storm water facilities such as catch basins, leaching catch basins, detention basins, swales, etc. within the site. The Board may use funds provided by such security to conduct maintenance that the applicant fails to do. The Board may adjust in its sole discretion the amount and type of financial security such that it is satisfied that the amount is sufficient to provide for the future maintenance needs.

6. Utility Service. Electric, telephone, cable TV and other such lines and equipment shall be underground. The proposed method of sanitary sewage disposal and solid waste disposal from all buildings shall be indicated.

7. Advertising Features. The size, location, design, color, texture, lighting and materials of all permanent signs and outdoor advertising structures or features shall not detract from the use and enjoyment of proposed buildings and structures and the surrounding properties. Advertising features are subject to the provisions of Section 6.2 of the Zoning Bylaw.

8. Special Features. Exposed storage areas, exposed machinery installations, service areas, truck loading areas, utility buildings and structures, and similar accessory areas and structures shall be subject to such setbacks, screen plantings or other screening methods as shall reasonably be required to prevent their being incongruous with the existing or contemplated environment and the surrounding properties.

9. Safety. With respect to personal safety, all open and enclosed spaces shall be designed to facilitate building evacuation and maximize accessibility by fire, police, and other emergency personnel and equipment. Insofar as practicable, all exterior spaces and interior public and semi-public spaces shall be so designed as to minimize the fear and probability of personal harm or injury by increasing the potential surveillance by neighboring residents and passersby of any accident or attempted criminal act.

10. Heritage. With respect to Arlington's heritage, removal or disruption of historic, traditional or significant uses, structures, or architectural elements shall be minimized insofar as practicable, whether these exist on the site or on adjacent properties.

11. Microclimate. With respect to the localized climatic characteristics of a given area, any development which proposes new structures, new hard-surface ground coverage, or the installation of machinery which emits heat, vapor, or fumes, shall endeavor to minimize, insofar as practicable, any adverse impact on light, air, and water resources, or on noise and temperature levels of the immediate environment.

12. Sustainable Building and Site Design. Projects are encouraged to incorporate best practices related to sustainable sites, water efficiency, energy and atmosphere, materials and resources, and indoor environmental quality. Applicants must submit a current Green Building Council Leadership in Energy and Environmental Design (LEED) checklist, appropriate to the type of development, annotated with narrative description that indicates how the LEED performance objectives will be incorporated into the project. [LEED checklists can be found at http://www.usgbc.org/DisplayPage.aspx?CMSPageID=220b]

In addition, projects subject to Environmental Design Review must address and meet the following Special Permit Criteria (see Section 3.3.3 of the Zoning Bylaw):

1. The use requested is listed as a special permit in the use regulations for the applicable district or is so designated elsewhere in this Bylaw.

2. The requested use is essential or desirable to the public convenience or welfare.

3. The requested use will not create undue traffic congestion or unduly impair pedestrian safety.

4. The requested use will not overload any public water, drainage or sewer system or any other municipal system to such an extent that the requested use or any developed use in the immediate area or in any other area of the Town will be unduly subjected to hazards affecting health, safety or the general welfare.

5. Any special regulations for the use as may be provided in this Bylaw are fulfilled.

6. The requested use will not impair the integrity or character of the district or adjoining districts, nor be detrimental to the health, morals, or welfare.

7. The requested use will not, by its addition to a neighborhood, cause an excess of the particular use that could be detrimental to the character of said neighborhood.

TOWN OF ARLINGTON
Dimensional and Parking Information
for Application to
The Arlington Redevelopment Board

Docket No. _____

Property Location 108 Summer St.

Zoning District B2

Owner: Food Link, Inc

Address: 17 Brattle St, Unit 17; Arlington, MA 02476

Present Use/Occupancy: No. of Dwelling Units:

Offices + Retail

Uses and their gross square feet:

Offices: 2315 gsf, Retail: 2315 gsf, Retail accessory + mechanical: 2315 gsf

Proposed Use/Occupancy: No. of Dwelling Units:

Offices, 3 or 4 separate tenants (including owner)

Uses and their gross square feet:

Office + Office Accessory: 7075 gsf

	Present Conditions	Proposed Conditions	Min. or Max. Required by Zoning for Proposed Use
Lot Size	7659 sf	7659 sf	min. NA
Frontage	500.6'	500.6'	min. 50'
Floor Area Ratio	0.91	0.92	max. 1.0
Lot Coverage (%), where applicable	NA	NA	max. NA
Lot Area per Dwelling Unit (square feet)	NA	NA	min. NA
Front Yard Depth (feet)	0	0	min. 0
Side Yard Width (feet) right side	49'-6"	34'-10"	min. 0
left side	293'-9"	259'	min. 0
Rear Yard Depth (feet)	5-3/4"	5-3/4"	min. 18'
Height			min.
Stories	2	2	stories 2.5
Feet	24'-9"	25'-6"	feet 35
Open Space (% of G.F.A.)	20	20	min. 10
Landscaped (square feet)	1562	1562	(s.f.) 766
Usable (square feet)	NA	NA	(s.f.) 0
Parking Spaces (No.)	8	8	min. 14
Parking Area Setbacks (feet), where applicable	NA	NA	min. NA
Loading Spaces (No.)	1	1	min. 1
Type of Construction	Type VB		
Distance to Nearest Building	>100'	>100'	min. NA

REVERSE ARCHITECTURE
www.reversearchitecture.com
561 Windsor St. #A304, Somerville, MA 02143 ph/f: 617-440-3622

Date: 7/10/2019

Submission to Arlington Redevelopment Board for Environmental Design Review
Requested Hearing Date: August 12, 2019

PROJECT: Food Link Headquarters

OWNER: Food Link, Inc.

ARCHITECT: Reverse Architecture

CONSTRUCTION MANAGER: Rubicon Builders

ADDRESS: 108 Summer St, Arlington, MA

CONTENTS:

ATTACHMENTS:

1. LEED Checklist.
2. Request for Parking Reduction in Business District, per Section 6.1.5.
3. Food Link 1 Week Parking Study by Vehicle Type.
4. Sign Permit Application.
5. Large format drawings and images (15 sheets).

PROJECT SUMMARY:

Food Link, Inc. is an Arlington-based non-profit community organization that rescues fresh edible food from the waste stream, alleviates hunger, and contributes to environmental sustainability. Food Link recently acquired the property at 108 Summer St and plans to locate their operational headquarters there.

The existing building is an unsightly concrete block building with 2 stories above grade plus a basement. This building formerly housed an automobile parts supply store on the lower 2 floors with office spaces for local businesses on the upper floor. The property is an irregular elongated site which abuts the Minuteman Bikeway to the south. Much of the property is currently paved, with some unmaintained and overgrown landscape on the thin portion to the west. There are two parking areas on the property, located east and west of the building. The western parking area has an existing loading dock and an unused sunken area with exterior access to the basement.

Food Link will occupy more than half of the building with their operations space, including all of the first floor and half of the second floor. The other half of the second floor plus the basement will be tenant office spaces with a total area of 2687 square feet. The main feature of the proposed renovation is a large exterior roof structure which we will refer to as the “canopy.” This is a rigid roof structure that will cover a large area over the loading dock on the west side, wraps around the street façade where it projects over the sidewalk, and extends over a proposed ramp and new accessible entrance on the east side. The canopy will provide a new identity for the building, shelter for the loading dock and ramp, and will allow the exterior of the façade to be insulated at the location of the floor slab. The existing building is uninsulated and the connection of the concrete floor plate to the exterior concrete wall is a significant thermal bridge that siphons heat out of the building and cannot be insulated from the interior. The canopy acts as a marquee at the entrance, provides shelter at the bus stop and houses new Food Link signage on the Summer St façade. The canopy will be clad in wood on the underside with a painted cement board or metal fascia at the upper edge.

New cladding will be added at the loading dock area and under the canopy adjoining the ramp on the eastern façade. The rest of the façade, currently stucco, will be patched and painted. All of the windows will be replaced with high-efficiency triple-glazed windows. A couple of windows at the first floor level will be eliminated. A decorative cornice will be added to the building which will also allow insulation to be added to the exterior where the roof structure meets the exterior wall.

The loading dock will be expanded and enclosed to create an airlock to prevent heat loss during the winter and provide a comfortable interior space for loading and unloading salvaged food. An exterior stair will be added to the side of the loading dock, as well as a deck over the areaway which will provide covered short term bicycle parking. The site will remain largely as it is, with 4 parking spaces on the western side and 4 on the eastern side. Some permeable pavers will be added to replace an area of asphalt on the eastern parking area. A new retaining wall will create a raised terrace at the western edge of the west parking area. This terrace will replace a steeply sloping area of scrub brush adjoining the bikeway. The terrace will provide a space for long term bike storage and an outdoor patio for use by the building occupants.

DESIGN STANDARDS FOR ENVIRONMENTAL REVIEW IMPACT STATEMENT:

1. Preservation of Landscape: The existing site will remain largely as it is, with strategic improvements.
    a. An area of asphalt on the eastern parking lot will be replaced with permeable brick pavers.
    b. A raised terrace will be constructed where there is currently scrub brush and garbage cascading down a 5' slope to the MBTA-owned bikeway. This terrace will have a rusticated concrete block retaining wall that will be visible from the bikeway side. A chain link fence will be installed on top of the retaining wall for safety. The terrace will be paved with permeable brick pavers and will be level to the adjoining parking area. The terrace will have an enclosure for long term bicycle parking and will serve as a small outdoor recreational area for the building occupants.
        i. 6 long term bike parking spaces will be provided here. Under the recently approved amendment to Section 6.1.12 of the zoning code, 3 long term spaces are required.
        ii. 4 short term spaces are also required. 4 short terms spaces will be located at the northwest corner of the building. This is the closest possible location to the front door of the building.
    c. The edge of the terrace will be screened from Summer Street with a planting bed.
    d. The natural portion of the site to the west of this terrace will be maintained.
    e. Overall, the proposed designs for the site maintains much of the natural area and will increase the amount of permeable area on the site.
2. Relation of Buildings to the Environment: The exterior modifications to the building can only be viewed as improvements. The existing building is an unadorned industrial edifice. The neighborhood across Summer Street is residential, while to the east is a strip of commercial development centered around the intersection of Mill St. and Summer St. To the west the bikeway property abuts Summer Street and to the south is the bikeway.
    a. This building occupies a threshold between higher density commercial development, a residential neighborhood, and the park-like environment of the bikeway. The design introduces wood to the exterior of the building in order to soften its industrial appearance.
    b. The canopy provides shelter along what is currently a barren 500' street frontage. The canopy flairs out at the location of the MBTA bus stop, offering shelter to bus passengers as they wait in front of the building.
    c. The canopy will have some lighting, directed down. Sign lighting will be set on a timer to turn off at night while downlights at the ramp and loading area will be turned on by occupancy sensors. Lighting in these areas is necessary for safety for occasional night time events. In general, this lighting will improve the safety and appearance of this otherwise empty stretch of roadway.
    d. The Bikeway is located to the south of the building, so there is virtually no impact in terms of access to daylight. The canopy will provide shade only within the property and on the sidewalk in front of the property.
    e. The height of the building will be minimally increased (9" +/-) in order to add insulation to the roof.
3. Open Space: Much of the open space on the property has been parking and will remain so. However, Food Link's close relationship to the community and interest in sponsoring public events will transform these parking areas into occasional event spaces. The canopy will help to facilitate public Food Link events by providing shelter and shade.
    a. The addition of the terrace to the west can provide a space for casual social interactions for building occupants and passersby. This is a marked improvement to the existing condition.
    b. By the nature of their community-based organization which is largely staffed by volunteers, the exterior spaces of the building will become active social spaces. Volunteers will work together to load and unload food into the building. The ramp and the area around the loading dock will

be active on a daily basis with the comings and goings of Arlington residents interested in promoting a more sustainable and equitable community.

c. Food Link has sought to engage the MBTA in order to improve disused outdoor spaces on the MBTA property abutting the building and to create a new stair to access the Bikeway from Summer St. While these efforts so far have failed, we will continue to engage with the MBTA in order to add amenities for the neighborhood on and around the 108 Summer St property. The disused western portion of the property may serve as an ideal location to create a connection between Summer St and the Arlington High School property, with MBTA cooperation.

4. Circulation: In general, the existing site is designed for parking and loading of vehicles, both passenger vehicles and freight. This general nature of the site will be maintained, while also adding new pedestrian-designated areas and bicycle parking areas.
    a. The site currently has 3 curb cuts, 2 at the western parking area and 1 at the eastern parking area. The 2 western curb cuts will be maintained as is. The eastern curb cut will be shifted further to the east to allow for the accessible ramp to be constructed adjoining the building. All of the existing curb cuts are necessary for Food Link's operations. The western lot will be accessed by box trucks which need to be able to loop through the site as shown on the circulation diagram. The eastern lot requires a curb cut for 2-way traffic to access the parking area.
    b. The new ramp will allow the first floor to be accessed by persons with disabilities. Currently the building is not accessible.
    c. The ramp creates a designated area for pedestrians, as does the terrace to the west. Vehicular traffic will be better organized and areas for drop off and loading will be coordinated by Food Link.
    d. The parking areas are both small, with space for only 4 vehicles each. The separation into 2 areas will promote safety. The western lot will be designated for Food Link's operations and Food Link will manage the use of these parking spaces based on scheduled deliveries. The eastern lot will be designated for use by tenants, visitors, and Food Link volunteers driving passenger vehicles.
    e. The Food Link van is the most frequently used vehicle for Food Link's operations. This van will come and go during the day and will occupy the space in front of the loading dock when no other deliveries are scheduled and at night. Other spaces in the western lot may need to be vacated for scheduled deliveries by box trucks. Vacant spaces on the lot will be used first, with street parking used only if no on-site spaces are available. Relocation of these vehicles will be supervised by Food Link staff or authorized supervising volunteer.
    f. See also "TRAFFIC PARKING AND CIRCULATION NARRATIVE" at the end of this document.
5. Surface Water Drainage: 108 Summer Street is a long, thin site adjacent to the Bikeway. The existing parking lot slopes toward the Bikeway property which is mostly pervious surface. Therefore most of the storm water on the property is absorbed into the land at the edge of the property. The proposed improvements will add new elements to improve the absorption of storm water on site.
    a. The total amount of impervious surface on the site will be reduced.
    b. A planting bed at the edge of the new terrace will prevent storm water from flowing into the street. Also the terrace will be surfaced in permeable pavers.
    c. The canopy will collect storm water and channel into gutters and downspouts which will drain into dry wells on the property. This will promote absorption of storm water into the ground and reduce erosion at the back of the property. The area of the canopy displaces storm water that currently falls onto asphalt and flows toward the back of the property.
    d. Downspouts will be replaced at the back of the building, which is the low side of the roof. Currently, downspouts are missing and water sheets off of the roof. This has caused water damage to the rear façade of the building.

6. Utility Service: Existing services to the building will be maintained and upgraded. New sustainable utilities will be added.
    a. Gas service will be eliminated. Food Link seeks to have a facility with no on-site combustion of fossil fuels.
    b. Electrical service connection will be maintained and upgraded. Existing electrical distribution lines are very close to the front façade of the building, so burying the service to the building would be neither practical nor impactful on the local streetscape.
    c. Existing sewer and water connections will be maintained and upgraded as necessary.
    d. A "geothermal" ground source heat pump will be installed on the site. Vertical wells will be dug under the western parking area. This system will provide highly efficient space conditioning to the building
    e. Solar panels will be added to the entire roof.
7. Advertising Features: The building will have minimal and tasteful signage to identify Food Link.
    a. Food Link will place its name on the building in 1 location facing Summer St near the bus stop. This signs will be mounted to the wood fascia of the canopy. It will be lit from a linear LED light mounted to the underside of the canopy. The light will be directed down and will be installed on a timer to turn off automatically at night.
    b. Food Link's slogan: "Rescue Food, Nourish our Community" be mounted to the façade in raised letters under the Food Link name sign.
    c. A tenant directory will be located on the sidelite to the front door. This will be small vinyl letters adhered to the glass, indicating business name and unit number.
    d. The address number, "108" will be mounted in 3 locations:
        i. Vinyl numbers adhered to the glass transom above the front door
        ii. Raised numbers mounted to the wood cladding near the first landing of the ramp at the eastern façade.
        iii. Painted numbers on the column closest to the street supporting the canopy at the loading dock.
    e. Additional tenant signage, if necessary, will be included in a separate future application.
8. Special Features: The loading dock will be visible from the street. This is the center of Food Link's operations a place for celebrating public service. The visibility of food distribution is central to Food Link's mission.
    a. The loading dock is architecturally framed by the canopy, which provides a sort of stage set for Food Link's operations. The underside of the canopy, highly visible from the street, will be clad in wood and create an attractive frame for the loading dock area.
    b. Planters will be placed along the sidewalk edge at the corner of the property on the eastern lot to create some screening of the parking area.
    c. A planting bed will be located at the sidewalk edge of the raised terrace at the western lot.
    d. Planters will be placed on the sidewalk edge near the loading dock to prevent vehicular traffic from accessing the loading area from this direction. This will also screen the short term bike parking area.
    e. Exterior compressors servicing the cold storage area will be installed on the building exterior. These units are only 19" high and will not be highly visible as they will be on top of the canopy.
9. Safety: The existing building is highly visible from the street and accessible from all sides.
    a. A new entrance will be made in the eastern façade for accessible entry via the new ramp.
    b. The new ramp will have proper guard rails, as will the raised terrace and the new stairs to the loading dock.
    c. The glass store front at the front entrance will be maintained.
    d. Large ribbon windows on the Summer St façade will be maintained and improved with better functioning operable windows. These ribbon windows facilitate visibility between the building interior and the street.

e. The interior stairwell, currently not enclosed by a fire-rated assembly, will be enclosed by a fire-rated assembly for improved safety and egress.
f. Motion-activated lighting under the canopies will increase nighttime safety for the neighborhood.

10. Heritage: There are no significant historic elements on the site. The site may be classified as blighted.
11. Microclimate: The sustainable features of the new building will improve the microclimate of the site.
    a. The existing building is being retained and renovated, and will be reused as much as possible.
    b. Light-colored roofing will be installed on the canopy, shading the asphalt and reducing the urban heat island effect.
    c. On-site water absorption will be enhanced by new areas of permeable paving and dry wells for roof drainage. Impermeable ground coverage will be reduced.
    d. Geothermal heating and cooling will eliminate the need for exterior compressors for space conditioning. Only the cold storage will require exterior compressors.
    e. The traffic created by Food Link's deliveries will not be significantly greater than what existed previously when the site was occupied by an auto parts store. The nature of Food Link's work of salvaging food has a positive impact on the local environment and community. The salvaging of food from the waste stream reduces the production of pollution in the agriculture industry, reduces carbon emissions from garbage collection and processing, and reduces the emission of methane from decomposing food.
12. Sustainable Building and Site Design: Sustainability is a major goal of this project and an integral part of Food Link's mission. We are pushing for the most affordable sustainable solutions in every aspect of this project within the bounds of affordability and practicality. Below are listed some of the major sustainable features of the proposed renovation.
    a. The existing building is almost entirely concrete, which has a particularly high carbon content. Reuse of the existing building structure is a major reduction of embodied carbon when compared to new construction.
    b. Well insulated building envelope. The building walls and roof will be insulated to a level more than double the code requirements for new construction. (The existing building is uninsulated.)
        i. Because of spatial constraints and the proximity to the lot line, foam insulation must be used for its higher R-value per inch. We specify only foams with a GWP (global warming potential) of 1, and use less energy-intensive insulations wherever feasible.
        ii. New triple-glazed windows will have an insulation value more than 50% above the code requirements for new construction.
        iii. Thermal bridging through the concrete structure is a major concern with this building. The edges of the floor plates and roof structure are connected directly to the concrete block walls which provides a path for heat to be siphoned out of the building. An exterior insulation system is not feasible because of the proximity of the building to the lot lines and the expense of recladding the entire building. Instead, thermal bridges will be mitigated by continuous bands of exterior insulation only at the areas where the building structure intersects the walls. This insulation is concealed by the canopy at the first floor and cornice at the roof.
        iv. Where practical, a thermal break will be introduced at the basement slab.
    c. Ground source "geothermal" heating and cooling system. This is one of the most efficient ways to heat and cool a building. All space heating and cooling for Food Link and the office tenants will be provided by this sytem.
    d. Rooftop photovoltaics. Great Sky Solar has provided a preliminary design for a rooftop solar array estimated to produce 24,000 kWh of energy annually.
    e. Sustainable site design features include: an increase in permeable area, on site stormwater drainage, and low-albedo roofing materials (white rubber). New plantings will be native and drought-tolerant.
    f. Building materials will be selected for their sustainable features.

i. New exterior cladding will be wood, a renewable material which sequesters carbon from the atmosphere.
ii. Preference will be given to low and 0-VOC options for all coatings and finishes.
iii. Preference will be given to bio-based, recycled, local and rapidly renewable materials.
iv. Red List chemicals in building materials (provided by Living Future Institute) will be avoided wherever practical.
v. Food Link will seek donations of used or surplus materials for finishes and furnishings.

g. Food Link will encourage the use of alternative modes of transportation. Reduced parking plus the proximity to the Minuteman Bikeway and several bus lines make this a feasible goal. Also an electric vehicle charging station will be installed to allow Food Link to upgrade its vehicles to electric.
h. See also the attached LEED checklist for LEED BD+C (this project would be categorized as a major renovation under LEED BD+C).

SPECIAL PERMIT CRITERIA SUMMARY: The proposed renovation meets all of the special permit criteria.

1. *The use requested is listed as a special permit in the use regulations for the applicable district or is so designated elsewhere in this Bylaw.*

- The requested land use, office use 3000 sqft or more, is a special permit in B2 zoning district.

2. *The requested use is essential or desirable to the public convenience or welfare.*

- Food Link's mission, to create a more sustainable and equitable community and to alleviate hunger, through the volunteer efforts of members of the Arlington community, is essential to the public welfare.

3. *The requested use will not create undue traffic congestion or unduly impair pedestrian safety.*

- Food Link's impact on traffic will be similar to or less impactful than the previous use of the site, which was a retail auto parts establishment. See traffic studies and diagrams supporting this claim.

4. *The requested use will not overload any public water, drainage or sewer system or any other municipal system to such an extent that the requested use or any developed use in the immediate area or in any other area of the Town will be unduly subjected to hazards affecting health, safety or the general welfare.*

- Food Link's operations do not require a high-intensity use of water or sewer.

5. *Any special regulations for the use as may be provided in this Bylaw are fulfilled.*

- We are not aware of special regulations for office use other than the Environmental Design Review Standards, which will be met.

6. *The requested use will not impair the integrity or character of the district or adjoining districts, nor be detrimental to the health, morals, or welfare.*

- The proposed changes will result in an attractive and safe facility and a productive and low impact use of the site. The new use will replace a blighted, neglected, and underused facility that is incompatible with the residential use to the north and the recreational use to the south. The proposed use will enrich and strengthen the Arlington community.

7. *The requested use will not, by its addition to a neighborhood, cause an excess of the particular use that could be detrimental to the character of said neighborhood.*

- There are no similar uses in the immediate neighborhood. Food Link's motto, which will be printed on the building façade, is: Rescue Food, Nourish our Community. Food Link will seek to bring like-minded local organizations to occupy the small office tenant spaces in the building.

TRAFFIC, PARKING, AND CIRCULATION NARRATIVE:

There are 2 parking lots at 108 Summer St: one to the east of the building, roughly square in dimension, and one to the west which is narrow and elongated. Each is adequately sized to park 4 vehicles.

The eastern lot will be designated for passenger vehicles. There will be four 90-degree parking spaces, two of which may be leased by tenants, one will be designated for Food Link use, and one designated for visitors. The Food Link space, wider and at the back of the lot, will be generally used by volunteers making small deliveries of food. They will enter the building through the east entrance using either the ramp or the stairs. There is a double-wide access aisle which will allow for 2-directional traffic circulation into and out of the lot, and is wide enough so that parked vehicles may make a 3-point turn to be able to exit facing the street.

The western lot will be designated for the exclusive use of Food Link. On this lot, the parking spaces nearest to the loading dock will double as loading areas. Food Link's two vans will be parked on this lot when not in use for picking up and delivering food. These vans will park overnight in front of the loading dock. During the day they will be out making deliveries or using the loading dock. Occasional deliveries by larger vehicles will be scheduled. The circulation plan makes allowances for a box truck up to 40 feet in length to make deliveries to the loading dock. When a large truck is scheduled for delivery, both vans will need to be moved out of the loading dock area. This will be done by Food Link staff or volunteers who will be on site to receive the delivery. Vehicles making deliveries to the loading dock will be required to approach from the east so that they may pull into the western lot facing away from the loading dock, then back into the dock. Larger vehicles with a wide turning radius will be required to exit eastbound, while the smaller vans may turn onto Summer St in either direction. The western lot currently has 2 large (40') curb cuts which allow large vehicles to pull through the lot easily. These will be maintained. The four parking spaces in this lot will be in tandem and are designed for parallel parking.

LEED v4 for BD+C: New Construction and Major Renovation

Project Checklist

Project Name: Food Link HQ, 108 Summer St, Arlington, MA
Date: 7/8/2019

Y	?	N			
1			Credit	Integrative Process	1

8	2	6	**Location and Transportation**		16
			Credit	LEED for Neighborhood Development Location	16
1			Credit	Sensitive Land Protection	1
	0	2	Credit	High Priority Site	2
4	1		Credit	Surrounding Density and Diverse Uses	5
1		4	Credit	Access to Quality Transit	5
1			Credit	Bicycle Facilities	1
1			Credit	Reduced Parking Footprint	1
	1		Credit	Green Vehicles	1

4	2	4	**Sustainable Sites**		10
Y			Prereq	Construction Activity Pollution Prevention	Required
1			Credit	Site Assessment	1
		2	Credit	Site Development - Protect or Restore Habitat	2
		1	Credit	Open Space	1
	2	1	Credit	Rainwater Management	3
2			Credit	Heat Island Reduction	2
1			Credit	Light Pollution Reduction	1

2	3	6	**Water Efficiency**		11
Y			Prereq	Outdoor Water Use Reduction	Required
Y			Prereq	Indoor Water Use Reduction	Required
Y			Prereq	Building-Level Water Metering	Required
2			Credit	Outdoor Water Use Reduction	2
	1	5	Credit	Indoor Water Use Reduction	6
	2		Credit	Cooling Tower Water Use	2
		1	Credit	Water Metering	1

12	13	5	**Energy and Atmosphere**		33
Y			Prereq	Fundamental Commissioning and Verification	Required
Y			Prereq	Minimum Energy Performance	Required
Y			Prereq	Building-Level Energy Metering	Required
Y			Prereq	Fundamental Refrigerant Management	Required
	3		Credit	Enhanced Commissioning	6
9	9		Credit	Optimize Energy Performance	18
		1	Credit	Advanced Energy Metering	1
		2	Credit	Demand Response	2
3			Credit	Renewable Energy Production	3
	1		Credit	Enhanced Refrigerant Management	1
		2	Credit	Green Power and Carbon Offsets	2

10	3	0	**Materials and Resources**		13
Y			Prereq	Storage and Collection of Recyclables	Required
Y			Prereq	Construction and Demolition Waste Management Planning	Required
5			Credit	Building Life-Cycle Impact Reduction	5
2			Credit	Building Product Disclosure and Optimization - Environmental Product Declarations	2
2			Credit	Building Product Disclosure and Optimization - Sourcing of Raw Materials	2
	2		Credit	Building Product Disclosure and Optimization - Material Ingredients	2
1	1		Credit	Construction and Demolition Waste Management	2

9	7	0	**Indoor Environmental Quality**		16
Y			Prereq	Minimum Indoor Air Quality Performance	Required
Y			Prereq	Environmental Tobacco Smoke Control	Required
1	1		Credit	Enhanced Indoor Air Quality Strategies	2
1	2		Credit	Low-Emitting Materials	3
	1		Credit	Construction Indoor Air Quality Management Plan	1
1	1		Credit	Indoor Air Quality Assessment	2
1			Credit	Thermal Comfort	1
1	1		Credit	Interior Lighting	2
2	1		Credit	Daylight	3
1			Credit	Quality Views	1
1			Credit	Acoustic Performance	1

3	3	0	**Innovation**		6
2	3		Credit	Innovation	5
1			Credit	LEED Accredited Professional	1

2	1	1	**Regional Priority**		4
1			Credit	Regional Priority: Optimize Energy Performance	1
1			Credit	Regional Priority: Renewable Energy Production	1
	1		Credit	Regional Priority: Rainwater Management	1
		1	Credit	Regional Priority: Specific Credit	1

51	34	22	**TOTALS**	Possible Points:	110

Certified: 40 to 49 points, **Silver:** 50 to 59 points, **Gold:** 60 to 79 points, **Platinum:** 80 to 110

REVERSE ARCHITECTURE
www.reversearchitecture.com
561 Windsor St. #A304, Somerville, MA 02143 ph/f: 617-440-3622

Date: 7/10/2019

PROJECT: Food Link Headquarters

OWNER: Food Link, Inc.

ARCHITECT: Reverse Architecture

CONSTRUCTION MANAGER: Rubicon Builders

ADDRESS: 108 Summer St, Arlington, MA

REQUEST FOR PARKING REDUCTION IN BUSINESS DISTRICT, PER SECTION 6.1.5

NARRATIVE:

Food Link Inc requests a reduction of required off-street parking spaces. The zoning code requires 14 spaces for an office building of just over 7000 gross square feet. The property practically allows for 8 spaces. The previous use of the building was a mix of retail and office spaces, which would have required more than 14 spaces under the current zoning code, so the change of use actually reduces the number of spaces required. The property adjoins the Minuteman Bikeway and there are several nearby bus stops, including one directly in front of the building. These advantages, along with the fact that most of Food Link's volunteers are from the local community, make this property a logical candidate for parking reduction.

Food Link has studied the parking demands at their current property and feels that the 8 spaces provided at 108 Summer Street will be adequate. A parking analysis was done during the week of March 24 to March 30, 2019. Hourly on-site vehicle counts were conducted from 7 am to 5 pm for a full week. There was only one hour during the entire week that the number of vehicles exceeded the number of spaces (8) on site. See attached "Parking Information Table."

To alleviate any need for overflow parking, Food Link has produced a Transportation Demand Management Plan which will implement the following measures:

- Tenants will be charged additionally for parking spaces. 2 spaces on site will be designated for building tenants.
- Food Link employees will be charged for use of Food Link parking spaces.
- Bicycle parking: 4 covered short-term bicycle spaces will be located near the front entry. 6 long-term spaces, covered and enclosed, will be provided at the proposed terrace at the western lot. This meets the current requirement for short-term spaces and exceeds the requirement for long-term spaces.
- A shared Food Link bicycle will be stored on site for use by Food Link staff. Staff will be encouraged to bike, walk, car pool, or use mass transit whenever possible.
- A shower will be provided in the common space of the building for use by Food Link staff and tenants.
- The proposed marquee will protect transit riders from the elements while waiting for the bus in front of the building.
- Shared off-site parking will be available at peak use times.

Food Link's study of the parking demand at their current location has shown that demand is highest on the weekends. This is because more volunteers are available to work on weekends. Food Link has made an agreement with O'Donaghue Insurance Agency, the owner of the parking lot at nearby 90 Summer St, to allow

REVERSE ARCHITECTURE
www.reversearchitecture.com
561 Windsor St. #A304, Somerville, MA 02143 ph/f: 617-440-3622

Food Link to use 4 parking spaces at this location on weekends. A letter of agreement will be provided. In addition, Food Link is seeking a similar agreement with the owners of the parking lot at Fresh Pond Seafood. Furthermore, there are several unmetered street parking spaces adjoining the property which may be used during times of high demand.

PARKING INFORMATION

108 SUMMER STREET
GROSS FLOOR AREA = 7075 SF

CAR PARKING - BUSINESS USE
1 SPACE PER 500 SF OF GFA

SPACES REQUIRED: 15
SPACES PROPOSED: 8

ACCESSIBLE PARKING SPACES:
REQUIRED: 0

BICYCLE PARKING - BUSINESS USE

LONG-TERM: 0.30 PER 1000 SF OF GFA
SPACES REQUIRED: 3
SPACES PROPOSED: 6

SHORT-TERM: 0.50 PER 1000 SF OF GFA
SPACES REQUIRED: 4
SPACES PROPOSED: 4

TOTAL SPACES PROPOSED= 10

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	3/24/19	3/25/19	3/26/19	3/27/19	3/28/19	3/29/19	3/30/19
	V / T	V / T	V / T	V / T	V / T	V / T	V / T
# of vehicles overnight	2 / 0	2 / 0	2 / 0	3 / 0	2 / 0	2 / 0	2 / 0
7:00 AM	2 / 0	2 / 0	2 / 0	3 / 0	2 / 0	2 / 0	2 / 0
8:00 AM	1 / 0	4 / 0	2 / 0	4 / 0	4 / 0	4 / 0	3 / 0
9:00 AM	3 / 0	5 / 0	6 / 0	4 / 0	5 / 0	3 / 0	2 / 0
10:00 AM	4 / 0	4 / 0	5 / 0	4 / 0	4 / 0	2 / 0	3 / 0
11:00 AM	6 / 0	5 / 0	4 / 0	5 / 0	3 / 0	2 / 0	4 / 0
12:00 PM	9 / 0	4 / 0	4 / 0	4 / 0	3 / 0	3 / 0	2 / 0
1:00 PM	5 / 0	5 / 0	4 / 0	4 / 0	3 / 0	5 / 0	5 / 0
2:00 PM	3 / 0	4 / 0	5 / 0	4 / 0	2 / 0	2 / 0	3 / 0
3:00 PM	2 / 0	4 / 0	5 / 0	4 / 0	2 / 0	2 / 0	6 / 0
4:00 PM	2 / 0	4 / 0	5 / 0	4 / 0	2 / 0	2 / 0	5 / 0
5:00 PM	2 / 0	4 / 0	3 / 0	4 / 0	2 / 0	2 / 0	3 / 0
6:00 PM	2 / 0	2 / 0	2 / 0	2 / 0	2 / 0	2 / 0	2 / 0
	V = PASSENGER VEHICLE OR VAN						
	T = BOX TRUCK						

1 FOOD LINK 1 WEEK PARKING STUDY BY VEHICLE TYPE

SCALE: NTS