



## **Town of Arlington, MA Redevelopment Board**

### **Agenda & Meeting Notice November 5, 2018**

The Arlington Redevelopment Board will meet Monday, November 5, 2018 at 7:30 PM in the **Senior Center, Main Room, 1st Floor, 27 Maple Street, Arlington, MA 02476**

#### **1. Zoning Bylaw Amendment/ Medical and Recreational Marijuana Establishments - Public Hearing**

7:30-8:30 p.m.

To see if the Town will vote to amend the Zoning Bylaw to address Medical and Recreational Marijuana Establishments by: amending existing SECTION 2 DEFINITIONS "Medical Marijuana Treatment Center" and "Recreational Marijuana Establishments"; amending SECTION 3.4 ENVIRONMENTAL DESIGN REVIEW to include Recreational Marijuana Establishments as required to obtain an Environmental Design Review Special Permit; amending SECTION 5 DISTRICT REGULATIONS to create new use categories for Marijuana Establishments and amend existing use categories for Medical Marijuana Treatment Centers and to allow Recreational Marijuana Establishments and Medical Marijuana Treatment Centers in Business and Industrial zones; amending SECTION 8 SPECIAL REGULATIONS to remove the Temporary Moratorium on Recreational Marijuana Establishments and create a new section on marijuana uses; or take any action related thereto.

(Inserted at the request of the Redevelopment Board)

- A brief introductory presentation will be provided
- Board members and members of the public will be provided time to ask questions and comment
- Board members may ask additional questions and/ or vote.

#### **2. Environmental Design Review (EDR) Special Permit - Public Hearing**

8:30-9:00 p.m.

John Erickson for Meineke Muffler at 20 Massachusetts Avenue, to open a Special Permit Docket #3580 in accordance with the provisions of M.G.L. Chapter 40A § 11, and the Town of Arlington Zoning Bylaw Section 3.4 Environmental Design Review. The Redevelopment Board will review the application to determine if the applicant may construct new and replace the existing signage under Section 6.2 Signs.

- Applicant will be provided 10 minutes for an introductory presentation.
- DPCD staff will be provided 5 minutes for an overview of their feedback and comments as provided in the Public Hearing Memorandum and updates since previous meeting.
- Members of the public will be provided time to comment.

- Board members will ask additional questions and vote

### **3. Environmental Design Review (EDR) Special Permit - Public Hearing**

9:00-9:30 p.m. Vincent Rao of Arlington Laundry Village at 807 Massachusetts Avenue, to open a Special Permit Docket #3581 in accordance with the provisions of M.G.L. Chapter 40A § 11, and the Town of Arlington Zoning Bylaw Section 3.4 Environmental Design Review. The Redevelopment Board will review the application to determine if the applicant may construct new and replace the existing signage under Section 6.2 Signs.

- Applicant will be provided 10 minutes for an introductory presentation.
- DPCD staff will be provided 5 minutes for an overview of their feedback and comments as provided in the Public Hearing Memorandum and updates since previous meeting.
- Members of the public will be provided time to comment.
- Board members will ask additional questions and vote

### **4. Appointment of Housing Plan Implementation Committee members**

9:30-9:45 p.m. • Board members will meet and discuss matters related to the HPIC with multiple applicants

### **5. Adjourn**

9:45 p.m. Adjourn



## Town of Arlington, Massachusetts

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### Zoning Bylaw Amendment/ Medical and Recreational Marijuana Establishments - Public Hearing

#### Summary:

7:30-8:30 p.m.

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(Inserted at the request of the Redevelopment Board)

- A brief introductory presentation will be provided
- Board members and members of the public will be provided time to ask questions and comment
- Board members may ask additional questions and/ or vote.

#### ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Agenda_Item_1_-_Marijuana_Zoning_Warrant_Article_Final.docx	Marijuana Zoning Warrant Article Final
▢ Reference Material	Agenda_Item_1_-_Recreational_Marijuana_10-17-18_Posted_for_ARB_Hearing.docx	Recreational Marijuana 10-17-18 Posted for ARB Hearing

## **Zoning Warrant Article, 2018 Special December Town Meeting**

### **ARTICLE X**

#### **ZONING BYLAW AMENDMENT/ MEDICAL AND RECREATIONAL MARIJUANA ESTABLISHMENTS**

To see if the Town will vote to amend the Zoning Bylaw to address Medical and Recreational Marijuana Establishments by: amending existing SECTION 2 DEFINITIONS “Medical Marijuana Treatment Center” and “Recreational Marijuana Establishments”; amending SECTION 3.4 ENVIRONMENTAL DESIGN REVIEW to include Recreational Marijuana Establishments as required to obtain an Environmental Design Review Special Permit; amending SECTION 5 DISTRICT REGULATIONS to create new use categories for Marijuana Establishments and amend existing use categories for Medical Marijuana Treatment Centers and to allow Recreational Marijuana Establishments and Medical Marijuana Treatment Centers in Business and Industrial zones; amending SECTION 8 SPECIAL REGULATIONS to remove the Temporary Moratorium on Recreational Marijuana Establishments and create a new section on marijuana uses; or take any action related thereto.

(Inserted at the request of the Redevelopment Board)



### **Zoning Bylaw Amendments for Adult-Use and Medical Marijuana**

In accordance with the provisions of the Town of Arlington, Massachusetts Zoning Bylaw and Massachusetts General Laws Chapter 40A, a public hearing will be held by the Arlington Redevelopment Board (ARB) on **Monday, November 5, 2018, at 7:30 P.M.** in the **Central School, 27 Maple Street, Main Room, Arlington, Massachusetts**. The ARB will hear public comments on the proposed amendment to the Zoning Bylaw. After receiving public comments, the ARB will make recommendations on the proposed amendment at Special Town Meeting, on Wednesday, December 5, 2018.

The draft language of the proposed amendment to the Zoning Bylaw is available on Thursday, October 18, 2018 through Tuesday, November 6, 2018 in the Department of Planning and Community Development on the first floor of the Town Hall Annex, Monday through Wednesday, 8:00 a.m. to 4:00 p.m.; Thursday, 8:00 a.m. to 7:00 p.m.; and Friday, 8:00 a.m. to 12:00 p.m., at the Robbins Library Reference Desk at 700 Massachusetts Avenue, or viewed and downloaded from the Redevelopment Board webpage of the Town's website at [www.arlingtonma.gov](http://www.arlingtonma.gov).

**Amend Section 2, DEFINITIONS, to add the following general definitions related to marijuana:**

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Marijuana: Also known as Cannabis, means all parts of any plant of the genus Cannabis, not excepted below and whether growing or not; the seeds thereof; and resin extracted from any part of the plant; clones of the plant; and every compound, manufacture, salt, derivative, mixture or preparation of the plant, its seeds or resin including tetrahydrocannabinol as defined in M.G.L. c. 94G, § 1; provided that cannabis shall not include: (a) the mature stalks of the plant, fiber produced from the stalks, oil, or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture or preparation of the mature stalks, fiber, oil, or cake made from the seeds of the plant or the sterilized seed of the plant that is incapable of germination; (b) hemp; or (c) the weight of any other ingredient combined with cannabis or marijuana to prepare topical or oral administrations, food, drink or other products.

Marijuana Products: Marijuana and its products unless otherwise indicated. These include products have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

Marijuana Use: A Marijuana Production Facility, Marijuana Research and Testing Facility, Marijuana Retailer, or Medical Marijuana Treatment Center as defined in this Zoning Bylaw.

**Amend Section 2, DEFINITIONS, to add the following definitions related to marijuana establishments:**

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Marijuana Establishment: A Marijuana Cultivator, Craft Marijuana Cooperative, Marijuana Product Manufacturer, Marijuana Retailer, Independent Testing Laboratory, Marijuana Research Facility, or any other type of licensed marijuana-related business, except a Medical Marijuana Treatment Center, also known as a Registered Marijuana Dispensary or RMD.

Marijuana Cultivator: An entity licensed to cultivate, process and package marijuana, and to transfer marijuana to other Marijuana Establishments, but not to consumers. A Craft Marijuana Cooperative is a type of Marijuana Cultivator, pursuant to 935 CMR 500.00.

Marijuana Product Manufacturer: An entity licensed to obtain, manufacture, process and package marijuana products and to transfer these products to other Marijuana Establishments, but not to consumers.

Marijuana Retailer: An entity licensed to purchase and transport marijuana products from Marijuana Establishments and to sell or otherwise transfer this product to Marijuana Establishments and to consumers. Retailers are prohibited from delivering marijuana products to consumers; and from offering marijuana products for the purposes of on-site social consumption on the premises of a Marijuana Establishment.

Independent Testing Laboratory: A laboratory that is licensed by the Cannabis Control Commission (the Commission) and is: (a) accredited to the International Organization for Standardization 17025 (ISO/IEC 17025: 2017) by a third-party accrediting body that is a signatory to the International Laboratory Accreditation Accrediting Cooperation mutual recognition arrangement or that is otherwise approved by the Commission; (b) independent financially from any Medical Marijuana Treatment Center (also known

as a Registered Marijuana Dispensary or RMD), Marijuana Establishment or licensee for which it conducts a test; and (c) qualified to test marijuana in compliance with 935 CMR 500.160 and M.G.L. c. 94C, § 34.

Marijuana Research Facility: A Marijuana Research Facility is an academic institution, non-profit corporation or domestic corporation or entity authorized to do business in the Commonwealth of Massachusetts. A Marijuana Research Facility may cultivate, purchase or otherwise acquire marijuana for the purpose of conducting research regarding marijuana and marijuana products. Any research involving humans must be authorized by an Institutional Review Board. A Marijuana Research Facility may not sell marijuana it has cultivated.

Marijuana Microbusiness: A colocated Marijuana Establishment that can be either a Tier 1 Marijuana Cultivator or Product Manufacturer or both, pursuant to 935 CMR 500.00, in compliance with the operating procedures for each license. A Microbusiness that is a Marijuana Product Manufacturer may purchase no more than 2,000 pounds of marijuana per year from other Marijuana Establishments, pursuant 935 CMR 500.00.

Marijuana Production Facility: An establishment authorized to cultivate, manufacture, process, or package marijuana products, in accordance with applicable state laws and regulations. A Marijuana Production Facility may be licensed to operate as a Marijuana Cultivator or Marijuana Product Manufacturer, or registered as a Medical Marijuana Treatment Center (also known as a Registered Marijuana Dispensary or RMD), or both, in accordance with applicable state laws and regulations.

Medical Marijuana Treatment Center: A ~~not for profit~~ establishment registered with the Commonwealth pursuant to 105 CMR 725.100, also known as a "Registered Marijuana Dispensary" (RMD) that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, offers for sale, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers for medical purposes in accordance with applicable state laws and regulations. Unless otherwise specified, Medical Marijuana Treatment Center refers to the site(s) of dispensing, cultivation, and preparation of cannabis or marijuana for medical use.

**Amend SECTION 3.4 ENVIRONMENTAL DESIGN REVIEW, to include Marijuana Establishments as required to obtain an Environmental Design Review Special Permit:**

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**Section 3.4.2. Applicability**

The following uses shall also be acted upon by the Arlington Redevelopment Board in accordance with the environmental design review procedures and standards of this Section 3.4:

- (1) Any use permitted as a right or by special permit in the Planned Unit Development District and the Multi-Use District.
- (2) Parking in the Open Space District.
- (3) Medical Marijuana Treatment Center.
- (4) Any Marijuana Establishment.

**Amend SECTION 5 DISTRICT REGULATIONS, to create new use categories for Marijuana Establishments and amend existing use categories for Medical Marijuana Treatment Centers:**

Amend table in Section 5.5.3:

Class of Use	B1	B2	B2A	B3	B4	B5
<b>Retail</b>						
<u>Marijuana Retailer</u>			<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>
<b>Research, Laboratory, Related Uses</b>						
<u>Marijuana Research and Testing Facility</u>			<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>
<b>Light Industry</b>						
<u>Marijuana Production Facility</u>					<u>SP</u>	
<b>Other Principal Uses</b>						
Medical Marijuana Treatment Center			<u>SP</u>	SP	<u>SP</u>	SP

Amend table in Section 5.6.3:

Class of Use	MU	PUD	I	T	OS
<b>Retail</b>					
<u>Marijuana Retailer</u>			<u>SP</u>		
<b>Research, Laboratory, Related Uses</b>					
<u>Marijuana Research and Testing Facility</u>			<u>SP</u>		
<b>Light Industry</b>					
<u>Marijuana Production Facility</u>			<u>SP</u>		
<b>Other Principal Uses</b>					
<u>Medical Marijuana Treatment Center</u>			<u>SP</u>		

**Amend SECTION 8, Special Regulations, to delete temporary moratorium and replace with standards for marijuana uses**

**~~8.3~~ TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS**

**~~8.3.1~~ Purpose**

By vote at the State election on November 8, 2016, the voters of the Commonwealth approved a law regulating the cultivation, processing, distribution, possession and use of marijuana for recreational purposes (G.L. c. 94G, "Regulation of the Use and Distribution of Marijuana Not Medically Prescribed"). Effective December 15, 2016, the law allowed certain personal use and possession of marijuana, and further requires the Cannabis Control Commission to issue regulations regarding the licensing of commercial marijuana activities on or before March 15, 2018, and subsequently, to accept license applications for commercial operations beginning on April 1, 2018. The Cannabis Control Commission adopted regulations on or about March 6, 2018; transmitted to the Secretary of State on March 9, 2018. Non-medical Marijuana Establishments as defined by G.L. c. 94 are not otherwise contemplated or addressed under the present Zoning Bylaw. The regulations to be promulgated by the Cannabis Control

~~Commission provide important guidance on aspects of local regulation of Recreational Marijuana Establishments, as well as details on how the Town may further restrict commercial sales of recreational marijuana by local ballot questions, but were not finalized in sufficient advance of the Annual Town Meeting. Moreover, the regulation of recreational marijuana raises novel legal, planning and public safety issues, potentially necessitating time to study and consider the regulation of Recreational Marijuana Establishments and address such issues, as well as to address the potential impact of the aforementioned State regulations on local zoning; and to undertake a planning process fully informed by the new Cannabis Control Commission regulations to consider amending the Zoning Bylaw regarding regulation of Recreational Marijuana Establishments. The Town intends to continue its temporary moratorium on the use of land and structures in the Town for Recreational Marijuana Establishments so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to adopt provisions of the Zoning Bylaw in a manner consistent with sound land use planning goals and objectives now that the parameters of retail marijuana have been fully and finally defined by the Commission.~~

### **8.3.2 Temporary Moratorium**

~~For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for Recreational Marijuana Establishments. The moratorium shall be in effect through December 31, 2018, or until such time as the Town adopts Zoning Bylaw amendments that regulate Recreational Marijuana Establishments, whichever occurs earlier. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of non-medical recreational marijuana in the Town, consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments and related uses, and shall consider adopting new Zoning Bylaws in response to these new issues.~~

### **8.3.3 Severability**

~~The provisions of this by-law are severable. If any provision, paragraph, sentence, or clause of this bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this bylaw.~~

## **8.3. Standards for Marijuana Uses**

For all marijuana uses, the following standards apply:

### **A. General**

- (1) Marijuana establishments and Medical Marijuana Treatment Centers shall be allowed only after the granting of an Environmental Design Review Special Permit by the Arlington Redevelopment Board, subject to the requirements of Section 3.4 and this Section.
- (2) Either Marijuana Retailers or Marijuana Production Facilities, as defined in Section 2, may be established to provide marijuana products for medical, non-medical use, or both, in accordance with applicable state laws and regulations.
- (3) Marijuana Establishments and Medical Marijuana Treatment Centers shall be located only in a permanent building and not within any mobile facility. All sales, cultivation,

manufacturing, and other related activities shall be conducted within the building, except in cases where home deliveries are authorized pursuant to applicable state and local regulations.

- (4) Marijuana Production Facilities shall not be greater than 5,000 square feet in gross floor area, and shall be licensed as a Marijuana Microbusiness if Marijuana Products are cultivated or manufactured for non-medical use.
- (5) A Marijuana Retailer or Marijuana Production Facility that has previously received an Environmental Design Review Special Permit from the Arlington Redevelopment Board for a Medical Marijuana Treatment Center shall be required to amend its previously issued Special Permit to authorize the conversion to or colocation of a Marijuana Establishment for the non-medical use of marijuana.

B. Location

- (1) Pursuant to 935 CMR 500.110, Marijuana Establishments shall not be permitted within 500 feet of a pre-existing public or private school providing education in kindergarten or any of grades one through 12. This standard also applies to Medical Marijuana Treatment Centers not already permitted by the date of this bylaw.
- (2) Marijuana Establishments and Medical Marijuana Treatment Centers, not already permitted by the date of this bylaw, shall not be located within 300 feet of Town-owned playgrounds and recreational facilities and 200 feet of public libraries, unless a finding of the Arlington Redevelopment Board determines that the location, based on site-specific factors or if the Applicant demonstrates that proximity to the aforementioned facilities, will not be detrimental based upon criteria established in 3.3.3. and 3.3.4.
- (3) A Marijuana Retailer or Medical Marijuana Treatment Center shall not be permitted within 2,000 feet of another Marijuana Retailer or Medical Marijuana Treatment Center.

C. Cap on the number of Special Permits for Marijuana Retailers

- (1) The Arlington Redevelopment Board shall not grant a special permit if doing so would result in the total number of Marijuana Retailer licenses to exceed 20% of the number of liquor licenses for off-premises alcohol consumption that have been issued by the Select Board pursuant to M.G.L. c. 138, § 15, as rounded up to the nearest whole number in the event the number is a fraction.



## Town of Arlington, Massachusetts

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### Environmental Design Review (EDR) Special Permit - Public Hearing

#### Summary:

8:30-9:00 p.m.

John Erickson for Meineke Muffler at 20 Massachusetts Avenue, to open a Special Permit Docket #3580 in accordance with the provisions of M.G.L. Chapter 40A § 11, and the Town of Arlington Zoning Bylaw Section 3.4 Environmental Design Review. The Redevelopment Board will review the application to determine if the applicant may construct new and replace the existing signage under Section 6.2 Signs.

- Applicant will be provided 10 minutes for an introductory presentation.
- DPCD staff will be provided 5 minutes for an overview of their feedback and comments as provided in the Public Hearing Memorandum and updates since previous meeting.
- Members of the public will be provided time to comment.
- Board members will ask additional questions and vote

#### ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Agenda_Item_2_-_20-22_Mass_Ave_Sign_Application.pdf	20-22 Mass Ave Sign Application
▢ Reference Material	Agenda_Item_2_-_EDR_Public_Hearing_Memo_20-22_Mass_Ave.docx	EDR Public Hearing Memo 20-22 Mass Ave



TOWN OF ARLINGTON  
REDEVELOPMENT BOARD

PLANNING & COMMUNITY  
DEVELOPMENT

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

Docket No. 3580

1. Property Address 20 MASSACHUSETTS AVENUE  
Name of Record Owner(s) KD NAI NAN/NAN REALTY Phone 781-648-8670  
Address of Owner 40 TABOR HILL RD TRUST LINCOLN, MA 01773  
Street City, State, Zip
2. Name of Applicant(s) (if different than above) JOHN ERICKSON/MEINEKE MUFFLER  
Address 20-22 MASS. AVE ARLINGTON 02474 Phone 781-648-8670  
Status Relative to Property (occupant, purchaser, etc.) TENANT
3. Location of Property MAP 001.0 BLOCK 0004 LOT 0002.0  
Assessor's Block Plan, Block, Lot No.
4. Deed recorded in the Registry of deeds, Book \_\_\_\_\_, Page \_\_\_\_\_;  
-or- registered in Land Registration Office, Cert. No. \_\_\_\_\_, in Book \_\_\_\_\_, Page \_\_\_\_\_.
5. Present Use of Property (include # of dwelling units, if any) CAR CARE (REPAIR) FACILITY.
6. Proposed Use of Property (include # of dwelling units, if any) SAME
7. Permit applied for in accordance with  
the following Zoning Bylaw section(s) \_\_\_\_\_  
\_\_\_\_\_ 3.4 \_\_\_\_\_ SPECIAL PERMIT/ENVIR. DESIGN  
section(s) title(s)

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.

PROPOSE TO REMOVE EXISTING "DATED" BACKLIT "BOX" TYPE WALL SIGNS & INSTALL NEW INDIVIDUALLY ILLUMINATED LED LETTER SIGNS, PER PLANS SUBMITTED.

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

The applicant states that THE OCCUPANT is the ~~owner~~ -or- occupant -or- ~~purchaser under agreement~~ of the property in Arlington located at 20-22 MASS AVE. 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.

MEINEKE CAR CARE CENTER  
JOHN ERICKSON  
Signature of Applicant(s)

20-22 MASS AVE., ARLINGTON 781-648-8670  
Address Phone  
MA 02474





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](http://arlingtonma.gov/arb), for the full list of required submittals.

- N/A Dimensional and Parking Information Form (see attached)
- N/A Site plan of proposal
- N/A Model, if required
- ✓ Drawing of existing conditions
- ✓ Drawing of proposed structure
- N/A Proposed landscaping. May be incorporated into site plan
- ✓ Photographs
- ✓ Impact statement
- ✓ Application and plans for sign permits
- N/A 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: _____

John Erickson  
Meineke Car Care Center  
22 Massachusetts Avenue  
Arlington, MA 02474

To the Arlington Redevelopment Board:

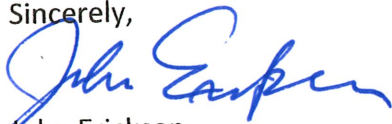
Thank you for your time and resources in reviewing my application for two new wall signs per the attached submittal. I have been doing business at this location in Arlington for over 20 years as a Meineke franchise and have always been mindful of my neighborhood and town with respect to the overall impact of my business, advertising and "landscape".

I am seeking to replace two internally illuminated sign "boxes" that are approximately 20 years old with two new LED illuminated individually illuminated letter signs with corporate updated "meineke car care center" graphics. These signs have a minimal energy consumption (using LED modules for illumination) and will have also a minimal lighting impact as compared to our current signs that have high output florescent lamps and ballasts. The current signs are nearly 20' in length and are backlit with a yellow background with black letters. We are proposing with the new signs that only the lettering of "meineke" and "car care center" are to be illuminated with no "background glow", as is currently the case.

In addition, we will be repainting the building in a beige (same as existing wall color) paint to help to provide a fresh and clean look and feel to the public in general and our customers in particular. We will continue to help with keeping the landscape and vegetation provided by the Town in front of our building as clean and vibrant as possible.

I would like to point out that these new graphics are part of an overall effort of the Meineke Corporation to standardize the signage throughout the country to promote the brand in both a more environmentally sensitive manner and to increase recognition of our product. It is important to us that we upgrade our image to the public in this way and our corporate partners have made this effort to meet these concerns. We believe that these signs will be both an improvement over our existing signage as well as signage that fits in with the area and does not in any way detract or negatively impact the visual environment of our area.

Sincerely,



John Erickson  
October 10, 2018



## Meineke Car Care Center

Meineke  
John  
22 Massachusetts Avenue  
Arlington, MA  
Phone: 781-648-8670



Existing Conditions.

Thursday, October 11, 2018  
Jim Did It Sign Co.

Salesperson: Bob Thompson  
Jim Did It Signs & Awnings  
10 Draper Street Unit 11  
Woburn, MA 01801  
Phone: 781-933-1865  
Fax: 781-933-1864  
E-Mail: bthompson@jimdidit.com



Meineke Car Care Center

Meineke  
John  
22 Massachusetts Avenue  
Arlington, MA  
Phone: 781-648-8670

## MASSACHUSETTS AVENUE ELEVATION



Propose to install illuminated channel letters on raceway (painted to match wall). "meineke" to be 27" high by 11' in length. Box sign for "car care center" to be 14" by 8'-4". Overall size of sign to be 42" x 11'-0" (38.5 sq. ft.).

Wednesday, October 10, 2018  
Jim Did It Sign Co.

Salesperson: Bob Thompson  
Jim Did It Signs & Awnings  
10 Draper Street Unit 11  
Woburn, MA 01801  
Phone: 781-933-1865  
Fax: 781-933-1864  
E-Mail: bthompson@jimdidit.com



Meineke Car Care Center

Meineke  
John  
22 Massachusetts Avenue  
Arlington, MA  
Phone: 781-648-8670

## MASSACHUSETTS AVENUE ELEVATION



Propose to install illuminated channel letters on raceway (painted to match wall). "meineke" to be 27" high by 11' in length. Box sign for "car care center" to be 14" by 8'-4". Overall size of sign to be 42" x 11'-0" (38.5 sq. ft.).

Wednesday, October 10, 2018  
Jim Did It Sign Co.

Salesperson: Bob Thompson  
Jim Did It Signs & Awnings  
10 Draper Street Unit 11  
Woburn, MA 01801  
Phone: 781-933-1865  
Fax: 781-933-1864  
E-Mail: [bthompson@jimdidit.com](mailto:bthompson@jimdidit.com)



Meineke Car Care Center

Meineke  
John  
22 Massachusetts Avenue  
Arlington, MA  
Phone: 781-648-8670

## BOULEVARD STREET ELEVATION



Propose to install illuminated channel letters on raceway (painted to match wall). "meineke" to be 27" high by 11' in length. Box sign for "car care center" to be 14" by 8'-4". Overall size of sign to be 42" x 11'-0" (38.5 sq. ft.).

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## Meineke Car Care Center

Meineke  
John Erickson  
22 Massachusetts Avenue  
Arlington, MA  
Phone: 781-648-8670



Existing Conditions.

Thursday, October 11, 2018  
Jim Did It Sign Co.

Salesperson: Bob Thompson  
Jim Did It Signs & Awnings  
10 Draper Street Unit 11  
Woburn, MA 01801  
Phone: 781-933-1865  
Fax: 781-933-1864  
E-Mail: [bthompson@jimdidit.com](mailto:bthompson@jimdidit.com)

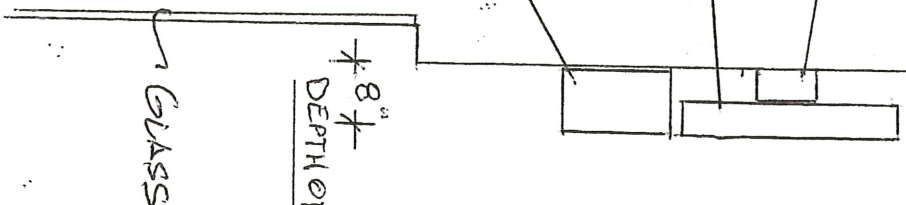


BEIGE MASONRY WALL

8" HIGH X 4" DEEP  
RACEWAY PAINTED  
TO MATCH WALL.

MEINEKE LETTERS  
4" DEEP, BLACK ALUMINUM  
W/YELLOW FACES  
WHITE LED ILLUMINATION.

BLACK ALUMINUM  
CABINET - WHITE LETTERS  
BLACK OPALQUE BACKD. WHITE  
LED ILLUMINATION,  
CABINET 8" DEEP.



27" MEINEKE LETTER HEIGHT  
14" CABINET HEIGHT  
42" HEIGHT OF WALL ABOVE WINDOWS

EG

# SIDE VIEW OF MEINEKE SIGNAGE (FRONT & SIDE ELEVATIONS)

- WALL & Pylon SIGNS
- INTERIOR & EXTERIOR
- RETAIL & LEVAY
- RETAIL FACES
- CHANNEL LITE

- SURFACES & PERMITS
- FREE ESTIMATES
- CUSTOM DESIGN
- CORPORATE
- INSTALLATION

- TIME & TEMP. LIMITS
- CONSTRUCTION
- MAINTENANCE
- WOOD STRUCTURES
- MESSAGE CENTERS

THIS DESIGN ENGINEERING PROPOSAL IS TO REMAIN

EXCLUSIVE PROPRIETARY



Jim Did It Signs & Awnings  
10 Draper Street Unit 11  
Woburn, MA  
01801

CLIENT	MEINEKE	DESIGNER	
ADDRESS	22 MASS AVE	SCALE	1/2" = 1'-0"
DESIGNER	ARLINGTON	CATEGORY	
DRAW NO		DATE	
DATE	10 OCT 2018	REVISION	



# TOWN OF ARLINGTON

Dimensional and Parking Information  
for Application to  
The Arlington Redevelopment Board

Docket No. 35800

Property Location 20-22 MASS. AVE

NAN REALTY TRUST

Owner: KO NAI NAN, TRUSTEE

Zoning District B4

Address: 40 TABOR HILL ROAD  
LINCOLN, MA 01773

Present Use/Occupancy: No. of Dwelling Units:

AUTOMOTIVE REPAIR SHOPS (2)

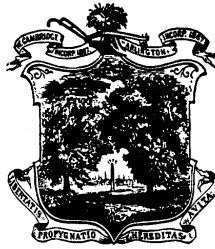
Uses and their gross square feet:

Proposed Use/Occupancy: No. of Dwelling Units:

SAME

Uses and their gross square feet:

	Present Conditions	Proposed Conditions	Min. or Max. Required by Zoning for Proposed Use
Lot Size	5353	5353	min.
Frontage	50	50	min.
Floor Area Ratio			max.
Lot Coverage (%), where applicable			max.
Lot Area per Dwelling Unit (square feet)			min.
Front Yard Depth (feet)	0	0	min.
Side Yard Width (feet) right side	0	0	min.
left side	0	0	min.
Rear Yard Depth (feet)	0	0	min.
Height			min.
Stories	1	1	stories
Feet			feet
Open Space (% of G.F.A.)			min.
Landscaped (square feet)			(s.f.)
Usable (square feet)			(s.f.)
Parking Spaces (No.)			min.
Parking Area Setbacks (feet), where applicable			min.
Loading Spaces (No.)			min.
Type of Construction			
Distance to Nearest Building			min.



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

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**Public Hearing Memorandum**

*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, 20-22 Massachusetts Ave, Arlington, MA  
Docket #3580

**Date:** October 25, 2018

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**I. Docket Summary**

This is an application by John Erickson for Meineke Muffler at 20 Massachusetts Avenue, to open a Special Permit Docket #3580. This is in accordance with the provisions of M.G.L. Chapter 40A Section 11, and the Town of Arlington Zoning Bylaw Section 3.4 Environmental Design Review. The Special Permit request is to allow the Board to review and approve the signage, under Section 6.2, Signs.

Materials submitted for consideration of this application:  
Environmental Design Review Special Permit Application dated October 11, 2018.

**II. Application of Special Permit Criteria (Arlington Zoning Bylaw, Section 3.3)**

**1. Section 3.3.3.A.**

**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 auto repair use is allowed in the B-4 vehicular oriented business zone. The Board can find that this condition is met.

**2. Section 3.3.3.B.**

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

The auto repair shop has operated in this location for many years. The Board can find that this condition is met.

**3. Section 3.3.3.C.**

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

There are no exterior alterations other than signage. The Board can find that this condition is met.

**4. Section 3.3.3.D.**

**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.**

This auto repair shop has operated in this location for many years without overloading any public utilities. The Board can find that this condition is met.

**5. Section 3.3.3.E.**

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

All such regulations are fulfilled.

**6. Section 3.3.3.F.**

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

The use does not impair the integrity or character of the neighborhood. The Board can find that this condition is met.

**7. Section 3.3.3.G.**

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

The use will not be in excess or detrimental to the character of the neighborhood. The Board can find that this condition is met.

III. Environmental Design Review Standards (Arlington Zoning Bylaw, Section 3.4)

A. EDR-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.**

There are no changes to the landscape as there are no proposed exterior alterations. The Board can find that this condition is met.

B. EDR-2 Relation of the Building to the Environment

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

There are no changes to the exterior of the building other than the addition of new signage. The Board can find that this condition is met.

C. EDR-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 by 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.**

There are no changes to open space. The Board can find that this condition is met.

D. EDR-4 Circulation

**With respect to vehicular and 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 6.1.12 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.**

The existing circulation does not change. The Board can find that this condition is met.

**E. EDR-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 stormwater treatment by means of swales, filters, plantings, roof gardens, native vegetation, and leaching catch basins. Stormwater 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 in 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 stormwater 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 any future maintenance needs.

There will be no changes to the exterior of the building or surface water run-off as a result of this proposal. The Board can find that this condition is met.

**F. EDR-6 Utilities Service**

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

There will be no changes to the utility service as a result of this proposal. The Board can find that this condition is met.

**G. EDR-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.

The proposal is to install new signage on the Mass Ave and Boulevard Road facades of the building. The existing signage at this location is not permitted. The proposal for the Mass Ave façade is to install illuminated channel letters reading “meineke,” which

measure 27" high and 11' in length. An interior-LED-lit box sign reading "car care center," which measures 14" high and 8'4" long. The combined size of both proposed signs on the Mass Ave façade is 42" high by 11' wide or 38.5 sf.

On the Boulevard Road façade, the proposal is to replace the existing unpermitted signage with signage identical to that being proposed for the Mass Ave façade.

While the materials and lighting in this proposal differ from existing non-permitted signage at this location, the proposed signage conforms to regulations for businesses in a B4 zone. The Board can find that this condition is met.

**H. EDR-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.**

No changes are proposed. The Board can find that this condition is met.

**I. EDR-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 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.**

No changes are proposed. The Board can find that this condition is met.

**J. EDR-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 practical whether these exist on the site or on adjacent properties.**

The existing building and property are not located on any local or State historic property listing. The Board can find that this condition is met.

**K. EDR-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 impacts on light, air and water resources or on noise and temperature levels of the immediate environment.**

No changes are proposed. The Board can find that this condition is met.

**L. EDR-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.**

No changes are proposed. The Board can find that this condition is met.

**IV. Conditions**

**A. General**

1. The final plans and specifications for signage shall be subject to final approval by the Department of Planning and Community Development (DPCD).
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.



## Town of Arlington, Massachusetts

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### Environmental Design Review (EDR) Special Permit - Public Hearing

#### Summary:

9:00-9:30 p.m. Vincent Rao of Arlington Laundry Village at 807 Massachusetts Avenue, to open a Special Permit Docket #3581 in accordance with the provisions of M.G.L. Chapter 40A § 11, and the Town of Arlington Zoning Bylaw Section 3.4 Environmental Design Review. The Redevelopment Board will review the application to determine if the applicant may construct new and replace the existing signage under Section 6.2 Signs.

- Applicant will be provided 10 minutes for an introductory presentation.
- DPCD staff will be provided 5 minutes for an overview of their feedback and comments as provided in the Public Hearing Memorandum and updates since previous meeting.
- Members of the public will be provided time to comment.
- Board members will ask additional questions and vote

#### ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Agenda_Item_3_-_807_Mass_Ave_Sign_Application.pdf	807 Mass Ave Sign Application
▢ Reference Material	Agenda_Item_3_-_EDR_Public_Hearing_Memo_807_Mass_Ave.docx	EDR Public Hearing Memo 807 Mass Ave





TOWN OF ARLINGTON  
REDEVELOPMENT BOARD

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

PLANNING & COMMUNITY  
DEVELOPMENT

2018 SEP - 1 A 10:41

Docket No. 3581

1. Property Address 795-807 MASS. AVE  
Name of Record Owner(s) MAPLES REALTY TRUST Phone 617-968-8321  
Address of Owner 96 CROSS ST DONALD MERCIER BELMONT, MA 02478  
Street Trustee City, State, Zip
2. Name of Applicant(s) (if different than above) ROBERT THOMPSON FOR VINCENT RAO  
Address 10 DRAPER ST #11 WOBURN MA 01801 Phone 617-308-5712  
Status Relative to Property (occupant, purchaser, etc.) SIGN CONTRACTOR
3. Location of Property MAP 052.0 BLOCK 0001 LOT 0010.0  
Assessor's Block Plan, Block, Lot No.
4. Deed recorded in the Registry of deeds, Book \_\_\_\_\_, Page \_\_\_\_\_;  
-or- registered in Land Registration Office, Cert. No. \_\_\_\_\_, in Book \_\_\_\_\_, Page \_\_\_\_\_.
5. Present Use of Property (include # of dwelling units, if any) SIX(6) STORES, INCLUDING LAUNDROMAT.
6. Proposed Use of Property (include # of dwelling units, if any) SIX(6) STORES INCLUDING LAUNDROMAT FOR WHICH WE ARE APPLYING FOR SPECIAL PERMIT FOR SIGN.
7. Permit applied for in accordance with the following Zoning Bylaw section(s) 3.4 title(s) SPECIAL PERMIT / ENVIRON. DESIGN

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.  
PROPOSE TO INSTALL ONE(1) 3'-0" X 15'-6" X 1" THICK BEIGE NON-ILLUMINATED ALUMINUM WALL SIGN OVER LAUNDROMAT, MATCHING OTHER SIGNS ON BLOCK, TO READ "ARLINGTON LAUNDRY VILLAGE"

(In the statement below, strike out the words that do not apply)  
The applicant states that THE OCCUPANT is the owner ~~or~~ occupant ~~or~~ purchaser under agreement of the property in Arlington located at 807 MASS. AVE which is the subject of this application; and that ~~unfavorable action was~~ 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.

ARLINGTON LAUNDRY VILLAGE

Robert Thompson for VINCENT RAO  
Signature of Applicant(s)

10 DRAPER ST #11 WOBURN, MA 01801 617-308-5712  
Address 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](http://arlingtonma.gov/arb), for the full list of required submittals.

- N/A Dimensional and Parking Information Form (see attached)
- N/A Site plan of proposal
- N/A Model, if required
- ✓ Drawing of existing conditions
- ✓ Drawing of proposed structure
- N/A Proposed landscaping. May be incorporated into site plan
- ✓ Photographs
- ✓ Impact statement
- ✓ Application and plans for sign permits
- N/A 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: _____

Vincent Rao  
Arlington Laundry Village  
807 Massachusetts Avenue  
Arlington, MA 02174

To the Arlington Redevelopment Board:

On behalf of myself and my brother I would like to present our feelings with respect to our application for approval of a new beige aluminum wall sign for our Laundry. Currently, we have no exterior sign on the building and have operated in that fashion for quite some time. We have heard many, many times from our newer customers that "I did not know about this location" or "How long have you been Here?", so we have decided to apply for a sign to better identify our business. Our family has been in the Laundromat business for over 50 years!

We are attempting with this new wall sign to "blend in" with our neighbors on the block with respect to the materials used in the sign as well as the height of the sign which is 3'-0" high, similar to the others. We have chosen a beige background to "soften" the background color with black and red letters. Although by the same token, we feel that our color scheme helps to provide a bit of variety to the block in that all of the current wall signs have a white background. We feel a need to have fresher look and we are hoping the off white (beige) background will achieve our goal. We feel that the type of sign proposed is preserving the current landscape or look of the block and not introducing a new or radical change in construction or visual impact to our area.

We hope that you look favorably on our application. It will be great to have a sign that will give us an identity that we have lacked for some time.

Thank you for your consideration,

Vincent Rao  
October 10, 2018



Arlington Laundry Village

Arlington Laundry Village  
Vincent Rao  
807 Massachusetts Avenue  
Arlington, MA 02474  
Phone: 617-968-8321



Propose to install one (1) beige aluminum, non illuminated wall sign measuring 3'-0" high by 15'-6" in length by 1" deep, with black and red vinyl letters reading "ARLINGTON Laundry Village".

Tuesday, October 9, 2018  
Jim Did It Sign Co.

Salesperson: Bob Thompson  
Jim Did It Signs & Awnings  
10 Draper Street Unit 11  
Woburn, MA 01801  
Phone: 781-933-1865  
Fax: 781-933-1864  
E-Mail: [bthompson@jimdidit.com](mailto:bthompson@jimdidit.com)



Arlington Laundry Village

Arlington Laundry Village  
Vincent Rao  
807 Massachusetts Avenue  
Arlington, MA 02474  
Phone: 617-968-8321



Propose to install one (1) beige aluminum, non illuminated wall sign measuring 3'-0" high by 15'-6" in length by 1" deep, with black and red vinyl letters reading "ARLINGTON Laundry Village".

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10 Draper Street Unit 11  
Woburn, MA 01801  
Phone: 781-933-1865  
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E-Mail: bthompson@jimdidit.com



Arlington Laundry Village

Arlington Laundry Village  
Vincent Rao  
807 Massachusetts Avenue  
Arlington, MA 02474  
Phone: 617-968-8321



Existing 27' storefront of Laundromat

Tuesday, October 9, 2018  
Jim Did It Sign Co.

Salesperson: Bob Thompson  
Jim Did It Signs & Awnings  
10 Draper Street Unit 11  
Woburn, MA 01801  
Phone: 781-933-1865  
Fax: 781-933-1864  
E-Mail: [bthompson@jimdidit.com](mailto:bthompson@jimdidit.com)



Arlington Laundry Village

Arlington Laundry Village  
Vincent Rao  
807 Massachusetts Avenue  
Arlington, MA 02474  
Phone: 617-968-8321



Propose to install one (1) beige aluminum, non illuminated wall sign measuring 3'-0" high by 15'-6" in length by 1" deep, with black and red vinyl letters reading "ARLINGTON Laundry Village".

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Arlington Laundry Village

Arlington Laundry Village  
Vincent Rao  
807 Massachusetts Avenue  
Arlington, MA 02474  
Phone: 617-968-8321



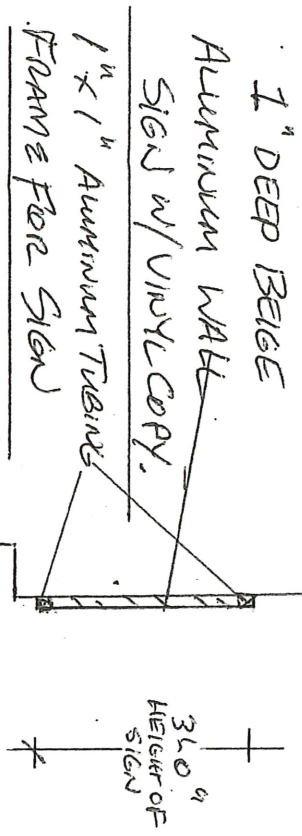
Full photo of existing block, 795-807 Mass. Ave.

Tuesday, October 9, 2018  
Jim Did It Sign Co.

Salesperson: Bob Thompson  
Jim Did It Signs & Awnings  
10 Draper Street Unit 11  
Woburn, MA 01801  
Phone: 781-933-1865  
Fax: 781-933-1864  
E-Mail: [bthompson@jimdidit.com](mailto:bthompson@jimdidit.com)



GREEN METAL  
STOREFRONT FACADE



SIDEWALK

SIDE VIEW

807 MASSACHUSETTS AVE  
ARLINGTON  
SCALE: 3/8" = 1'-0"

- WALL & Pylon SIGNS
- INTERIOR & EXTERIOR
- PERIMETER & LEAN
- REMOTE PLACES
- CHANNEL LETTERS
- SURVEYS & PERMITS
- FREE ESTIMATES
- CUSTOM DESIGN
- CORPORATE
- INSTALLATION
- TIME & TEMP. LIMITS
- CONSTRUCTION
- MAINTENANCE
- WOOD STRUCTURES
- MESSAGE CENTERS



Jim Did It Signs & Awnings  
10 Draper Street Unit 11  
Woburn, MA  
01801

CLIENT	ARLINGTON	DESIGNER	PEDWICK SKETCH
ADDRESS	LAUDRY	SCALE	3/8" = 1'-0"
SANITIZED	ARLINGTON	DATE	
DRAW NO	501	REVISION	
DATE	SEP 24 2018		

THIS DESIGN/ENGINEERING PROPOSAL IS TO REMAIN EXCLUSIVE PROP.

# TOWN OF ARLINGTON

Dimensional and Parking Information  
for Application to  
The Arlington Redevelopment Board

Docket No. 3581

Property Location 795-807 MASS. AVE.

Zoning District B3

Owner: MAPLES REALTY TRUST  
DONALD MERCIER, TRUSTEE

Address: 96 CROSS ST. BELMONT, MA  
02478

Present Use/Occupancy: No. of Dwelling Units:

6 STORES

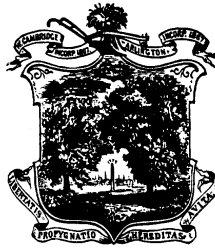
Uses and their gross square feet:

Proposed Use/Occupancy: No. of Dwelling Units:

6 STORES

Uses and their gross square feet:

	Present Conditions	Proposed Conditions	Min. or Max. Required by Zoning for Proposed Use
Lot Size	<u>7396.9</u>	<u>7396.9</u>	min.
Frontage	<u>130 ft</u>	<u>130 ft</u>	min.
Floor Area Ratio			max.
Lot Coverage (%), where applicable			max.
Lot Area per Dwelling Unit (square feet)			min.
Front Yard Depth (feet)	<u>0</u>	<u>0</u>	min.
Side Yard Width (feet) right side			min.
left side			min.
Rear Yard Depth (feet)	<u>0</u>	<u>0</u>	min.
Height			min.
Stories	<u>1</u>	<u>1</u>	stories
Feet			feet
Open Space (% of G.F.A.)	<u>0</u>	<u>0</u>	min.
Landscaped (square feet)			(s.f.)
Usable (square feet)			(s.f.)
Parking Spaces (No.)	<u>2</u>	<u>2</u>	min.
Parking Area Setbacks (feet), where applicable			min.
Loading Spaces (No.)			min.
Type of Construction			
Distance to Nearest Building			min.



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

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**Public Hearing Memorandum**

*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, 807 Massachusetts Ave, Arlington, MA  
Docket #3581

**Date:** October 25, 2018

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**I. Docket Summary**

This is an application by Vincent Rao of Arlington Laundry Village at 807 Massachusetts Avenue, to open a Special Permit Docket #3581. This is in accordance with the provisions of M.G.L. Chapter 40A Section 11, and the Town of Arlington Zoning Bylaw Section 3.4 Environmental Design Review. The Special Permit request is to allow the Board to review and approve the signage, under Section 6.2, Signs.

Materials submitted for consideration of this application:  
Environmental Design Review Special Permit Application dated October 11, 2018.

**II. Application of Special Permit Criteria (Arlington Zoning Bylaw, Section 3.3)**

**1. Section 3.3.3.A.**

**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 laundromat use is allowed in the B-3 village business zone. The Board can find that this condition is met.

**2. Section 3.3.3.B.**

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

The laundromat has operated in this location for many years. The Board can find that this condition is met.

**3. Section 3.3.3.C.**

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

There are no exterior alterations other than signage. The Board can find that this condition is met.

**4. Section 3.3.3.D.**

**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.**

This laundromat has operated in this location for many years without overloading any public utilities. The Board can find that this condition is met.

**5. Section 3.3.3.E.**

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

All such regulations are fulfilled.

**6. Section 3.3.3.F.**

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

The use does not impair the integrity or character of the neighborhood. The Board can find that this condition is met.

**7. Section 3.3.3.G.**

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

The use will not be in excess or detrimental to the character of the neighborhood. The Board can find that this condition is met.

III. Environmental Design Review Standards (Arlington Zoning Bylaw, Section 3.4)

A. EDR-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.

There are no changes to the landscape as there are no proposed exterior alterations. The Board can find that this condition is met.

B. EDR-2 Relation of the Building to the Environment

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

There are no changes to the exterior of the building other than the addition of new signage. The Board can find that this condition is met.

C. EDR-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 by 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.

There are no changes to open space. The Board can find that this condition is met.

D. EDR-4 Circulation

With respect to vehicular and 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 6.1.12 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.

The existing circulation does not change. The Board can find that this condition is met.

**E. EDR-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 stormwater treatment by means of swales, filters, plantings, roof gardens, native vegetation, and leaching catch basins. Stormwater 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 in 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 stormwater 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 any future maintenance needs.

There will be no changes to the exterior of the building or surface water run-off as a result of this proposal. The Board can find that this condition is met.

**F. EDR-6 Utilities Service**

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

There will be no changes to the utility service as a result of this proposal. The Board can find that this condition is met.

**G. EDR-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.

There is no signage currently in place on this building and no record of any sign permits for this property. The proposal is to install one aluminum wall sign measuring 3' high by 15'6" in length on a façade that measures 27' in length overall. No

illumination is proposed to accompany this signage. The proposed signage complies with what is allowed in a B3 zone. The Board can find that this condition is met.

**H. EDR-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.**

No changes are proposed. The Board can find that this condition is met.

**I. EDR-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 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.**

No changes are proposed. The Board can find that this condition is met.

**J. EDR-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 practical whether these exist on the site or on adjacent properties.**

The existing building and property are not located on any local or State historic property listing. The Board can find that this condition is met.

**K. EDR-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 impacts on light, air and water resources or on noise and temperature levels of the immediate environment.**

No changes are proposed. The Board can find that this condition is met.

**L. EDR-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.**

No changes are proposed. The Board can find that this condition is met.

#### IV. Conditions

##### **A. General**

1. The final plans and specifications for signage shall be subject to final approval by the Department of Planning and Community Development (DPCD).
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.





## Town of Arlington, Massachusetts

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### Appointment of Housing Plan Implementation Committee members

#### Summary:

- 9:30-9:45 p.m. • Board members will meet and discuss matters related to the HPIC with multiple applicants

#### ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Elisa_Hupp_Bresnahan.pdf	Elisa Hupp Bresnahan
▢ Reference Material	Elise_Selinger.pdf	Elise Selinger
▢ Reference Material	Karen_Kelleher.pdf	Karen Kelleher
▢ Reference Material	Syrl_Silberman.pdf	Syrl Silberman

**From:** elisa hupp <elisahupp@gmail.com>  
**To:** EZwirko@town.arlington.ma.us  
**Date:** 08/28/2018 11:35 AM  
**Subject:** Re: Housing Plan Implementation Committee

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Hi Erin,

I'm so sorry it has taken me so long to answer these questions. I did my best, but part of my desire to join the HPIC is to increase my knowledge level regarding housing development. I have not been actively involved in housing development other than doing my best to be an informed resident and the tangential professional work I do at DHCD. I hope that is ok. Please let me know if you would like further clarification regarding any of my answers.

Talk soon,

E

1. Which 2016 Housing Production Plan strategy do you think the Town and HPIC should prioritize and why? You can find the HPP here: <https://www.arlingtonma.gov/town-governance/all-boards-and-committees/housing-plan-advisory-committee>

Prioritize strategies 8, 10, 11, 12, & 15. All of these strategies can be quickly implemented and do not require significant funding to move forward. They also involve community members and partnering with community and Metro Boston organizations which will lead to a more informed and comprehensive development strategy. Significant progress can be made towards creating affordable living opportunities by working with the resources in place, providing training on existing policy and regulations, and utilizing the ability of the town to change outdated or prohibitive zoning and other regulations which discourage or prohibit affordable housing. It is important to develop and rehab existing properties into affordable units, but prioritizing grass-roots community strategies can have a far greater immediate impact than people often realize. Increasing the communities knowledge of existing and potential housing crises and strategies to address such crises can also have a significant long term impact on development; the more knowledgeable the community and town officials are about housing needs and existing regulations and services, the more likely they are to make smart decisions regarding development of future housing opportunities. Unfortunately, uninformed towns often make decisions regarding development that appear to be good decisions for the town, but have significant long term negative impacts on their community members. Such pitfalls can be avoided if all involved are heavily informed about housing policy, zoning, and the needs of the community.

2. What do you see as barriers to residential development in Arlington?

Unsure

3. How have you supported increasing residential development in the community?

I have not been actively involved in increasing residential development in Arlington. As a former resident of Winthrop, MA, another town facing serious housing affordability and residential development obstacles, I actively attended town meetings and in the last couple of years became more in touch with my town council members. I am looking for ways to become even more active in my new community of Arlington.

4. What types of new housing do you think are needed within the community?

Housing units for aging and retired households of all incomes and health conditions. Based on my quick review of the HPP it appears that there is a significant aging population in Arlington. A lack of affordable housing options for aging adults is a contributing factor to the tight housing market across Metro Boston. I saw this in my former community of Winthrop. From what I understand, aging homeowners (of all sizes, income levels, and health conditions) are not able to move out of their homes for lack of affordable and reasonable living options. Whether the household is newly retired in perfect health and just looking to downsize to a smaller space with easy access to activities or they are senior, low income, and in poor health, housing options are minimal and unaffordable. Without movement of the aging homeowners and renters, existing houses remain unavailable. This keeps the market tight and increases homeownership and rental prices – there is a significant shortage of housing units across Metro Boston, Arlington is in Metro Boston and is seeing the impact of that shortage.

Additionally, affordable homeownership opportunities are seriously lacking in Arlington. It's nearly impossible for someone in public service (government, teaching, health care) to afford the massive home prices. Instead we are, unfortunately, contributing massive sums of money to rental units which do not contribute positively to our long term financial status which will have a negative impact on the community in ten to twenty years.

On Wed, Aug 22, 2018 at 4:03 PM Erin Zwirko <[EZwirko@town.arlington.ma.us](mailto:EZwirko@town.arlington.ma.us)> wrote:  
Excellent, let me know if you have any questions!

Erin Zwirko, AICP, LEED AP  
Assistant Director  
Department of Planning and Community Development  
Town of Arlington  
direct: 781-316-3091  
[ezwirko@town.arlington.ma.us](mailto:ezwirko@town.arlington.ma.us)

From: elisa hupp <[elisahupp@gmail.com](mailto:elisahupp@gmail.com)>  
To: [EZwirko@town.arlington.ma.us](mailto:EZwirko@town.arlington.ma.us)  
Date: Wed, 22 Aug 2018 15:47:14 -0400  
Subject: Re: Housing Plan Implementation Committee

Hi Erin,

I'm sorry for the delay, I am still interested! I will make a point to review the Arlington Housing Plan and provide thoughtful answers in the next couple of days. Thank you for following up.

E

On Wed, Aug 22, 2018 at 11:15 AM Erin Zwirko <[EZwirko@town.arlington.ma.us](mailto:EZwirko@town.arlington.ma.us)> wrote:  
Hi Elisa,

I wanted to follow up with you about your interest in the Housing Plan Implementation Committee. Please let me know if you are still considering responding to the questions below. We think you would be a great fit for the Committee and would welcome your participation.

Thanks!  
Erin

Erin Zwirko, AICP, LEED AP  
Assistant Director  
Department of Planning and Community Development  
Town of Arlington  
direct: 781-316-3091  
[ezwirko@town.arlington.ma.us](mailto:ezwirko@town.arlington.ma.us)

From: "Erin Zwirko" <[EZwirko@town.arlington.ma.us](mailto:EZwirko@town.arlington.ma.us)>  
To: "elisa hupp" <[elisahupp@gmail.com](mailto:elisahupp@gmail.com)>  
Date: Thu, 02 Aug 2018 10:00:14 -0400  
Subject: Re: Housing Plan Implementation Committee

Thursday at 3pm was a time that just happened to work, and the Committee does not have a set meeting day/time. I think there would be interest to hold the meetings in the evening and we generally try to schedule meetings based on everyone's availability.

Thanks again!  
Erin

Erin Zwirko, AICP, LEED AP  
Assistant Director of Planning

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## ELISA HUPP BRESNAHAN

159 Mystic Street, Suite 2, Arlington, MA 02474  
(412) 443-0213 · [elisahupp@gmail.com](mailto:elisahupp@gmail.com)

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**Creative and energetic human services professional with experience in program management and evaluation, organizational development and engagement, grant management, and fiscal oversight.**

### SUMMARY OF SKILLS AND EXPERIENCE

- Hands on experience communicating complicated messages to a variety of audiences in multiple formats.
- Extensive experience collaborating with stakeholders to drive change and progress mission.
- Expert in navigating social service resources and building lasting partnerships.
- Excellent interpersonal skills; the ability to engage large and small audiences of diverse backgrounds.

### EXPERIENCE

#### Contract Manager

September 2012 – present

*Massachusetts Dept. of Housing & Community Development (DHCD), Division of Housing Stabilization*

- Manage \$4 million in federal funding distributed to non-profits and governmental organizations.
- Oversee contracts developing and maintaining and effective relationships with each organization.
- Spearhead funding procurements from initial planning through to the award process.
- Communicate grant requirements to supervisors and other government officials.
- Represent DHCD on a variety of committees and planning groups across the Commonwealth.
- Analyze and interpret funding regulations ensuring successful monitoring and audit reviews.
- Develop and write policy and programmatic manuals for distribution to management and local providers.
- Conduct reviews and monitor outcomes, writing reports and corrective action plans to document success.
- Develop and coordinate technical assistance to vendors through memos, training, and webinars.
- Manage monthly invoicing process, monitoring contractor budgets and allocations.

#### Program Coordinator

September 2010 – August 2012

*Townspeople, Inc.*

*San Diego, CA*

- Oversaw rental assistance program serving low income households experiencing housing instability.
- Coordinated outreach efforts to community members and organizations throughout San Diego County.
- Served as a liaison between management, partner agencies, and funder ensuring successful outcomes.
- Managed sensitive information while advocating for improved programming and financial resources.
- Participated in management sessions discussing strategic planning and agency mission setting.
- Oversaw and maintained program data developing quarterly/annual reports and guiding program success.
- Identified creative solutions to budgeting shortfalls leading to increased staffing and a balanced budget.

#### Program Manager

February 2008 - December

2009

*Housing Resource Center*

*Salinas, CA*

*\*After completion of AmeriCorps VISTA year, agency created this management position for me.*

- Oversaw low-income housing programs designed to assist households with preventing homelessness.
- Completed and ensured timely submission of reports for private and governmental grants.
- Conducted ongoing evaluation of agency programs to improve effectiveness and increase participation.
- Established and maintained effective relationships with fellow non-profit and government funders.
- Developed program marketing tools to increase participation amongst low income households and landlords.



## ELISA HUPP BRESNAHAN

159 Mystic Street, Suite 2, Arlington, MA 02474  
(412) 443-0213 · [elisahupp@gmail.com](mailto:elisahupp@gmail.com)

- Represented organization to Board of Directors, local city and county officials, and general public in a variety of settings including televised broadcasts.

### **Program Developer, AmeriCorps VISTA**

January 2007 – January 2008

*Housing Resource Center*

*Salinas, CA*

- Developed financial literacy curriculum and presented over 100 workshops to low-income individuals.
- Recruited and organized 45 volunteers for over 400 hours of service at workshops and fundraising events.
- Developed press releases and agency marketing materials.
- Wrote organization monthly and quarterly newsletter and annual holiday appeal letter.
- Provided administrative support to agency staff and Executive Director and board.

### **EDUCATION**

Master of Science in Human Services

*Capstone: Promoting self-efficacy and self-determination among homeless women: A best practices guide.*

*College of Public and Community Service*

*University of Massachusetts Boston*

Graduate Certificate, Gender, Leadership and Public Policy

*John W. McCormack Graduate School of Policy and Global Studies*

*University of Massachusetts Boston*

Bachelor of Art in Studio Art and Communication Rhetoric (double major)

*University of Pittsburgh*

### **INTERNSHIPS**

*Edward Collins Center for Public Management*

- Conducted literature review assisting with government grant proposal.

*Massachusetts Interagency Council on Housing and Homelessness*

- Organized and communicated with regional non-profits across MA in preparation for homeless youth count.
- Assisted in writing 2014 Massachusetts Youth Count Report.

*Center for Women in Politics and Public Policy*

- Assisted with Political Progress for New England annual research project.

**From:** Elise Selinger <selinger.elise@gmail.com>  
**To:** Erin Zwirko <EZwirko@town.arlington.ma.us>  
**Date:** 09/08/2018 10:40 AM  
**Subject:** Fwd: Arlington Housing Plan Implementation Committee

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Hi Erin,

My answers are in-line below and my resume is attached. I hope you have a great weekend!

Cheers,  
Elise

Hi Elise,

It was great speaking with you yesterday afternoon. As I mentioned, if you would send me your resume and briefly answer the questions below, that would be appreciated.

1. Which 2016 Housing Production Plan strategy do you think the Town and HPIC should prioritize and why? You can find the HPP here: <https://www.arlingtonma.gov/town-governance/all-boards-and-committees/housing-plan-advisory-committee>

- I commend the Town and the team of consultants for creating such a thorough Housing Production Plan with many important strategies. Among the 15 strategies detailed in the plan, I believe that strategies 1, 2, and 3, all related to zoning reform, are the most impactful and a priority. Given that the state legislation didn't pass, the feasibility of these long-term and ongoing strategies are much more challenging nevertheless I believe the HPIC should persist in these aims. I'm very aware of the need for legislative reform and community education on this issue. Recently, I co-founded a tech start-up called Placeful Technologies Inc which created an online educational tool for the City of Boston Housing Innovation Lab that pairs 3D visualization with financial feasibility to illustrate the need for dimensional zoning relief to encourage multifamily development that meets the twin goals of financially feasible and maintaining neighborhood character.
- Secondary to these top priorities, I would offer that the committee should also pursue strategies 5, 8 and 14. Strategy 5, an overlay district is a medium term pursuit and will help the Town get closer to hitting the 10% SHI goal. Strategy 8, facilitating the development of senior housing options can have a ripple effect across the housing market as I describe in more detail in question 4. I am also most equipped to assist the committee in this effort bringing my knowledge from my job at Jewish Community Housing for the Elderly which develops, owns and operates affordable independent senior housing. For Strategy 14, DHCD highly encourages (almost requires) that a Town provide funding for any capital awards granted by the agency and the creation of a HTF will go a long way towards smoothing that road by building the necessary infrastructure both personnel, political and financial to facilitate more large-scale affordable housing in the Town.

2. What do you see as barriers to residential development in Arlington?

- The greatest barrier to residential development and redevelopment across the board is the lack of a predictable and efficient zoning/permitting path for impactful multifamily/mixed-use projects. Today these projects require special permits, with no clear review timeline (# days), which increases project costs that further compromise affordability and/or dissuade potential development. Since the state legislation didn't pass, obtaining zoning variances/rezonings will be a tough road with 2/3rds of town meeting. Even Chapter 40B projects are a long and difficult road since there is still no clear review timeline.
- I believe that the greatest barriers from a community engagement perspective will be concerns about traffic and parking. Given the forthcoming BRT pilot coming this fall, there will hopefully be a positive impact on traffic.

congestion and with the numerous alternative transportation modes available today, there is a strong case to be made to lower parking ratios but car ownership, especially for young and middle age families will still be essential. The cost of meeting zoning-mandated parking is often prohibitive, especially for small-scale development on small lots when street parking is prohibited due to the overnight parking ban. Changing the overnight parking ban is beyond the scope of the HPIC but is very interrelated to housing production.

3. How have you supported increasing residential development in the community?

- I just moved to Arlington in July 2018 and am excited to get to know the community. Prior to moving to Arlington, I lived in Inman Square in Cambridge for four years. During that time, I was an active participant on the Policy Board of A Better Cambridge (ABC), a YIMBY organization. As a member of the Policy Board, I advocated for more diverse housing options in the community and spoke at public meetings in favor of new housing proposals.

4. What types of new housing do you think are needed within the community?

- There is a clear opportunity for mutual gain when you can think about seniors and young families as a group that can help each other rather than separate populations. For both low-income and moderate income seniors, a key factor to successful aging is not just health but a sense of community and socialization. As the HPP report finds, many seniors in Arlington are living alone. Aging in community brings a sense of purpose and connection while aging in place (even in ADUs- given the winter season) can often result in loneliness and isolation, regardless of frailty. The existing housing stock dating from the early 20th century with stairs, bathrooms with tubs and significant maintenance also creates challenges for frail elders and those with disabilities. Creating independent living options for low and moderate income seniors in TOD locations with walkable services and amenities will create opportunities to age-in-community (Strategy 8). Meanwhile, new senior housing will unlock both rental and homeownership opportunities for young/large families looking for 2-3+ bedrooms either through use of the existing home or redevelopment of those parcels with dense multifamily housing. Depending on whether or not these homes are suitable for redevelopment, accessory dwelling units (ADUs) can also have an impact for single person, elderly (when appropriate) or non-elderly households. There are many homes in Arlington with rear separate garages and with the right zoning tools, these could be redeveloped as single-story or two-story ADUs or larger 6+ unit multifamily dwellings.

5. What do you see as barriers to preserving housing affordability and how do you think the HPIC can address these barriers?

- The most significant barrier to preserving housing affordability is the lack of any form of rent control, which is a state issue and beyond the means of the HPIC. This is a really tough issue because the preservation funds at the state-level are highly competitive. The HPIC can partner with the State, HCA/AHA or other developer help put pressure on the property owners to keep the units affordable and work out a deal to buy out the owners. Looking ahead to future projects, the HPIC should prioritize local resources for projects that provide affordability in perpetuity. These include promoting deed-restricted homeownership opportunities and 100% affordable rental deals.

Thank you!  
Erin

Erin Zwirko, AICP, LEED AP  
Assistant Director  
Department of Planning and Community Development  
Town of Arlington  
direct: 781-316-3091  
[ezwirko@town.arlington.ma.us](mailto:ezwirko@town.arlington.ma.us)

From: "Erin Zwirko" <[EZwirko@town.arlington.ma.us](mailto:EZwirko@town.arlington.ma.us)>  
To: "Elise Selinger" <[selinger.elise@gmail.com](mailto:selinger.elise@gmail.com)>  
Date: Thu, 30 Aug 2018 14:29:32 -0400



**Elizabeth (Elise) Selinger**  
**Real Estate Innovation Manager**



**PROFESSIONAL EXPERIENCE**

**Jewish Community Housing for the Elderly | Boston, MA**

Sept. 2016-Present

***Real Estate Innovation Manager***

- Project Manager for 370 Harvard Street, a 62-unit new construction affordable senior housing in Brookline, MA [https://www.jche.org/370\\_Harvard\\_st..shtml](https://www.jche.org/370_Harvard_st..shtml)
- Project team member for proposed 150+ unit independent living for moderate income seniors
- Assisting Chief of Real Estate and Innovation in research on innovative home care and health insurance payment and service models in senior housing

**Placeful Technologies, Inc. | Boston, MA**

January 2017-Present

***Co-Founder and COO***

- Developed an online educational tool for the City of Boston Housing Innovation Lab that enables residents to discover various scenarios for housing development. Through a series of lessons and interactive exercises, resident can visualize different planning options and their effects on affordability, building bulk (massing), parking ratios and financial feasibility.

**MIT AgeLab | Cambridge, MA**

January 2016-May 2016

***Research Assistant for Director Dr. Joseph Coughlin***

- Conducted thesis research forecasting demand and supply in the senior housing real estate market in Metro Boston through 2030 using original research for supply data and American Community Survey Census data for demand forecasting
- AgeLab “Lifestyle Leaders” 85+ Focus Group: created and administered a qualitative survey as well as led an afternoon program for the focus group on the senior housing market and LTSS services in Metro Boston

**Jewish Community Housing for the Elderly | Boston, MA**

July 2015- May 2016

***Real Estate Intern***

- Created, analyzed and presented the results of an original market database of 100+ age-restricted housing properties in the Greater Boston to the JCHE Board of Directors Real Estate committee
- Conducted research on existing senior housing and Long Term Support Service (LTSS) models including analyzing residency agreements and the alignment of housing and LTSS public program eligibility in Massachusetts in “Options Charts”
- Created an entry-fee financial model to test the feasibility of developing JCHE’s innovative “Apartments for Life” concept at a potential site in Greater Boston, including modeling the long-term affordability of the project for future moderate-income residents

**Massachusetts Institute of Technology | Cambridge, MA**

August 2014- May 2015

***Research Assistant for Prof. Karl Seidman, Dept. of Urban Studies and Planning***

- Co-authored a white paper on the political history and housing production of Community Development Corporations in Boston (<http://tinyurl.com/hxvrzfn>)

**Urban Homesteading Assistance Board | New York**

August 2012-July 2014



### ***Co-op Preservation Associate***

- Completed four NYS-Article 8A major capital improvement loans from conception to closing (including J-51 tax abatement applications) totaling \$2.5M for four limited-equity residential co-ops representing 98 housing units in New York City.
- Secured an assessed value property tax cap (NYS-Article XI) for a 19 unit sweat-equity co-op in the Lower East Side resulting in \$775,000 property tax forgiveness and a 50% reduction on future property tax bills, the highest single building tax savings achieved by UHAB.
- Oversaw credit and lending review and closing for five limited equity co-op unit transfers to new owners totaling (\$300,000) in FY2013-2014.

### ***Bilingual (Spanish/English) Project Associate***

August 2010-August 2012

- Provided technical assistance to 40+ limited-equity co-ops (i.e. preparation of annual operating budgets, maintenance and repair plans, resale policies, settling estates and certifying annual elections) in coordination with their property managers and attorneys.

## **EDUCATION**

### **Massachusetts Institute of Technology | Cambridge, MA**

Master of City Planning, 2016

- Concentration in Housing and Community Development
- Thesis: “Forecasting Service-Enriched Senior Housing in Metropolitan Boston: Housing + Services Innovation”

### **Bowdoin College | Brunswick, ME**

Bachelor of Arts in Sociology and a minor in Economics, 2010

**From:** Karen Kelleher <k.kelleher76@comcast.net>  
**To:** "ezwirko@town.arlington.ma.us" <ezwirko@town.arlington.ma.us>  
**Date:** 09/17/2018 06:59 AM  
**Subject:** FW: Housing Plan Implementation Committee

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Hi Erin. Sorry for the delay in responding. I wanted to review the HPP and take the time to give you thoughtful answers. Resume attached, answers to your questions below. Please let me know if you need anything else.

Thanks,  
Karen

1. I'm not sure yet which strategies should be prioritized. I expect some form of zoning reform to incentivize multifamily development in targeted districts and possibly incentivize smaller multi-unit dwellings in zones where they are not currently permitted. This could also include, and might prioritize, a thoughtful ADU bylaw. Zoning changes could also drive more affordability in market housing by incentivizing smaller homeownership units (i.e., greater FAR permitted for more units). Amending the inclusionary bylaw has some potential but unless we foresee significant new construction, will have limited impact. Supportive housing should certainly be a priority as we consider zoning change and allocate resources. With respect to preserving existing affordable units, I would suggest reviewing whether existing public housing and section 8 developments present opportunities for redevelopment with additional density and mixed-income units.

2. Barriers to residential development include the difficulty of assembling sites large enough to add units at scale, a lack of public understanding of the need to add housing and/or create affordability to serve our existing population, and public concern that development will increase traffic burden and school crowding.

3. My career has been entirely focused on building, preserving and supporting affordable and mixed-income housing here in Massachusetts and nationally. I have worked at HUD, at a state housing finance agency, and at a large, non-profit developer/owner. For the last 5 years, my focus has been on the Commonwealth's affordable housing crisis, as General Counsel and Deputy Director of MassHousing. Because I was subject to the state conflict of interest statute and had direct responsibility for lending and 40B matters, I have deliberately avoided direct involvement in Town boards or organizations that could have matters before MassHousing, to ensure I avoided any conflict of interest. (I was able to approve MassHousing funding for affordable housing at 20-26 Westminster. I note that I was also responsible for reviewing initial 40B eligibility for the development proposed by Oaktree, which is very unpopular locally, but would result in significant housing production were it to proceed.). I now work for a private non-profit, so have very limited potential for conflicts going forward.

4. What types of housing are needed? Clearly we need to work toward adequate SHI eligible housing to serve low-income residents who are cost burdened, and to maintain our ability to shape development ourselves. We undoubtedly need affordable supportive housing for seniors, as well as strategies and supports to help seniors maintain their homes and to stay at home as they age but unleash the equity they have built in their homes and the potential their homes may have to house others.

5. The strong market brings both opportunities and challenges. But high rents and prices are the greatest barrier to preserving affordability. The impact on on restricted units is obvious, but preserving deed-restricted affordable units gets harder upon expiration as well, because high market rents/values incentivize profit-motivated developers to convert to market. I would want to review the financing and use restrictions on existing restricted housing to understand the level of preservation risk. On the flip side, a strong market may present opportunities to leverage more debt for renovation, or to develop mixed-income housing where market units cross-subsidize affordable and mixed income units.

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**From:** Karen Kelleher  
**Sent:** Tuesday, August 28, 2018 6:27:13 PM  
**To:** k.kelleher76@comcast.net  
**Subject:** FW: Housing Plan Implementation Committee

54 of 61

# KAREN E. KELLEHER

(617) 308-8768 • k.kelleher76@comcast.net

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## PROFESSIONAL EXPERIENCE

### LOCAL INITIATIVES SUPPORT CORPORATION (LISC) BOSTON Executive Director

Boston, MA

July 2018 – Present

Leader of the community development financial institution's greater Boston and Massachusetts initiatives to equip communities with the capital, strategy and know-how to become places where people can thrive. Direct investments in affordable housing, economic development, health, education, public safety and employment.

### MASSACHUSETTS HOUSING FINANCE AGENCY (MASSHOUSING) Deputy Director

Boston, MA

January 2016 – March 2018

Chief business officer of quasi-public housing finance agency with \$4 billion of net assets focused on confronting the Commonwealth's housing challenges through creative financing programs. Broad responsibility for business strategy, program development and mission outcomes in both rental and homeownership lending. Worked closely with the Executive Director to set and implement business, policy and operational strategy.

- Closed \$1.5 billion of multifamily lending throughout the Commonwealth over two years, more than any prior year or any other housing finance agency, resulting in record levels of affordable housing preservation. Led customer-focused reorganization and repositioning of rental business.
- Led \$650 million of annual single-family lending to low- and moderate-income homebuyers through statewide local lending partners, including responsibility for business development, secondary marketing, product design, servicing and oversight of the agency's Mortgage Insurance Fund. Led product repositioning and launch of down payment assistance program to assist first time homebuyers in increasingly challenging markets.
- Led design and implementation of \$100 million Workforce Housing Program for new middle-income rental housing affordable to families who can't afford market housing but aren't eligible for affordable housing.
- Implemented preservation strategy for approximately 3,000 units of at-risk affordable housing developed under the Commonwealth's 13A program, including negotiation of tenant protections and affordability preservation.
- Worked closely with Executive Director to set long-term strategy and policy goals, generate revenue to fund mission, provide strategic direction for business, mission, policy, communications and operational leaders.

### General Counsel

2013 – January 2016

Chief legal officer responsible for all legal and regulatory aspects of the Agency's operations, including the finance of both multifamily and single-family housing, as well as all corporate, administrative and policy matters.

- Led highly productive, efficient, customer-focused legal group to close record numbers of complex transactions critical to the Agency's mission and business.
- Creatively interpreted enabling act to meet mission and business needs, including revision of multifamily prepayment policy to unleash portfolio refinancing and affordable housing preservation opportunities.
- Eliminated unnecessary requirements from Agency legal documents and underwriting policies to improve customer experience without compromising risk management.
- Developed creative legal, policy and regulatory solutions and strategies for a wide range of programmatic and transactional business matters, including securing GNMA and Tax Credit Pilot lender approvals necessary to do MAP lending and developing the popular FFB Risk Sharing loan program with HUD and the Federal Financing Bank of the U.S. Treasury.
- Revised and implemented strategic policies and procedures to ensure consistency and risk management while allowing flexibility and optimizing business outcomes.

### THE COMMUNITY BUILDERS, INC. Senior Vice President and General Counsel

Boston, MA

2004-2013

Senior manager and chief legal officer of large nonprofit housing developer, owner and manager specializing in affordable and mixed income urban neighborhood revitalization. Key strategic negotiator and manager of relationships with

business partners, board members, government officials, community partners and media.

- One of five Senior Vice Presidents reporting to CEO and participating in leadership team responsible for all strategy, business and operations for high-impact organization operating in 15 states with 400 employees, a \$40 million budget, 8,000 units under management and approximately 1000 units in development annually.
- Chief legal officer leading 8-person legal team responsible to structure, negotiate and close complex transactions involving all aspects of the development, construction, preservation and finance of affordable housing.
- Oversaw regulatory and policy engagement, including federal and multistate advocacy strategy, supervision of Senior Policy Advisor, writing and editing regular policy update newsletter.
- Drove preparation and implementation of corporate governance and compliance policies and procedures; including leading creation of lender policies and form documents in connection with \$78 million NSP2 loan program, \$25 million New Markets Tax Credit allocation and a Capital Magnet Fund grant.

#### **Associate/Assistant General Counsel**

2000-2004

Managed all aspects of complex affordable housing finance and development transactions, including debt, equity and grant financing; acquisition; title and conveyancing; zoning and permitting; A/E and construction contracts; leasing, management and operations documents. Structured, negotiated and closed complex transactions involving federal and state low income housing tax credits, historic tax credits, tax-exempt bonds, public housing capital and operating subsidy, HOPE VI grant funds, HOME, CDBG and AHP, Section 8 and other state and federal funds.

#### **NIXON PEABODY LLP**

Boston, MA

##### **Syndication and Real Estate Associate**

1997-2000

Advised clients developing, syndicating and financing affordable housing, including structuring, negotiation and drafting of Low Income Housing Tax Credit partnership agreements and collateral documents, due diligence review, and preparation of tax opinions. Advised owners and developers regarding rent and income limits, conditions of federal funding, and other regulatory matters relating to affordable housing finance. Advised and advocated for clients regarding HUD programs and policies, including HOME, CDBG, Section 108 loan guaranties, and Section 8.

#### **U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT**

Washington, DC

##### **Community Planning and Development, Attorney-Advisor**

1994-1997

Program counsel for Community Planning & Development programs, including the CDBG, Section 108, Economic Development Initiative, HOME and HOPE 3 programs. Analyzed and advised program managers regarding complex statutory and regulatory issues relating to community development and housing programs and federal administrative and grant law. Drafted and reviewed regulations, NOFAs and other program issuances.

### **EDUCATION/AFFILIATIONS**

#### **GEORGETOWN UNIVERSITY LAW CENTER, Washington DC**

J.D., 1994

Intern at Washington Legal Clinic for the Homeless (WLCH) and Neighborhood Legal Services.

Co-Chair of Equal Justice Foundation, Student Chair of Home Court basketball game fundraiser for WLCH.

Co-Author of Public Interest at Georgetown, advocacy strategy that led to creation of Office of Public Interest Advising, full funding of summer fellowships, loan forgiveness program and other supports for legal careers in the public interest.

#### **BOSTON COLLEGE, Chestnut Hill, MA**

B.A. *Magna Cum Laude*, 1990

#### **NATIVITY PREPARATORY SCHOOL, Boston, MA**

1990-1991

Full-time volunteer teacher at tuition-free, preparatory middle school for low income boys from Boston neighborhoods. Former board member.

**WASHINGTON LEGAL CLINIC FOR THE HOMELESS, Washington, DC** – Former board member.

#### **PROFESSIONAL AFFILIATIONS**

Member of Urban Land Institute (Public Private Partnerships Product Council), Real Estate Finance Association, Massachusetts Bar, Boston Bar Association (former chair of Affordable Housing Committee), Real Estate Bar Association and ABA Forum on Affordable Housing and Community Development (former chair of Nonprofit Organizations Subcommittee).

Member, Healthy Neighborhoods Equity Fund Investment Committee, \$30 million private equity fund sponsored by

Massachusetts Housing Investment Corporation and the Conservation Law Foundation to invest in projects that deliver financial, community, environmental and health returns.

Town Meeting Member, Town of Arlington, Massachusetts.

40 Oakland Avenue  
Arlington MA 02476  
August 3, 2018

Dear Ms. Zwirko;

I am writing to you for consideration as a member of the newly formed Arlington Housing Plan Implementation Committee.

I have lived in Arlington for 31 years and have watched the town grow and change from working class to white collar. My husband and I bought our home on Oakland Avenue in 1987 for \$220,000 at the top of the market. Today the house is valued by Zillow at \$777,000. We could have never afforded it today.

Arlington is now a fairly elite market. This should be of concern to those who live here. It is a tremendously limiting factor (socially, economically, racially and ethnically) for those who want to buy and live in our community. I am eager to help the town look at this and make decisions about how to diversify our population in a way that will enhance the lives of all concerned.

Attached is a copy of my résumé. If you have any questions, I will be happy to answer them. I can be reached at 781-799-2029 or by email [syrl@sagecoach-cac.com](mailto:syrl@sagecoach-cac.com). I look forward to your consideration.

Sincerely,  
*Syrl Silberman*  
Syrl Silberman

TO: Arlington Housing Plan Implementation Committee

FROM: Syrl Silberman

RE: Application to join HPIC...Response to questions sent by Erin Zwirko

DATE: August 20, 2018

1. **Q.** Which 2016 Housing Production Plan strategy do you think the Town and HPIC should prioritize and why?
  - A.** Because of Arlington's land size, the density of its population, the small number of potential land development opportunities and some complicated and restrictive zoning regulations, it appears to me that the most viable first step in giving Arlington more affordable housing in the near future would be to "*Update existing housing and produce more, diverse housing for extremely-low to middle-income households to address documented need.*" The population in need and properties already exist as a unit to be approached and worked with toward creating viable affordable housing which in turn helps keep out town diverse.
2. **Q.** What do you see as barriers to residential development in Arlington?
  - A.** Developable land is, perhaps, the biggest barrier. With a population of 45,052 and growing, living in an area of 5.2 sq mi which averages 8,239 individuals per sq mi and with a variety of zoning laws in place, Arlington may be looking at limited growth. This is likely to drive housing prices higher and higher and could be an impediment to creating the 10% affordable housing in the town.
3. **Q.** How have you supported increasing residential development in the community?
  - A.** I have not been involved in residential development here in Arlington.
4. **Q.** What types of new housing do you think are needed within the community?
  - A.** I have lived in the same house/neighborhood since moving to Arlington in 1987 and have watched it change from working class--for the most part—to upper middle class. We paid \$220,000 for the modest home we live in. Today the market value for this house (no major work has been done on it) is approximately \$780,000. This appears to be the pattern throughout Arlington. Based on this, first and foremost I believe the town needs more affordable housing—converting eligible single families as well as adding more apartments and condominiums to the affordable housing stock so the aging population of Arlington has a viable choice to stay in the town as well as options for potential low-income newcomers. I think this falls squarely within the goals of the Envision Arlington committee.
5. **Q.** What do you see as barriers to preserving housing affordability and how do you think the HPIC can address these barriers?
  - A.** This, I believe, is going to be a continuing source of dialogue with the community and in some ways is at the heart of what kind of community the Arlington residents want. The survey put out by the Envision Arlington committee might be useful in answering this question. Perhaps the HPIC can work with the committee to find some questions that address this directly. I don't know what would preserve affordability. But a buy-in by the community is very important. Something that comes to mind as a possible help would be reviewing criteria for teardowns and restrictions. But this would only be one part of an overall cohesive plan that addresses what the future of Arlington housing looks like.

Syrl Silberman  
40 Oakland Avenue Arlington MA 02476  
Home: 781-641-4726  
Cell: 781-799-2029  
Email: Syrl@SageCoach-cac.com

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**Profile**

- Years of experience heading agencies for underprivileged families, children and young adults from wide-ranging racial, ethnic and cultural backgrounds.
- Leadership coupled with the capacity to mentor.
- Strong organizational management, financial and fundraising skills.
- Ability to recognize and manage large projects as well as individual needs.
- Understand and work with the complexities of social and economic change.
- Dedicated to working in a settings that give children from underserved, low-income and minority communities the opportunities to thrive.

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**Education**

**M.Ed.** Harvard University School of Education  
**B.A.** Brandeis University  
**Certified Professional Life and Career Coach** Coaches Training Institute, San Rafael CA

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**Employment**

**Consultant:** Coaching in Boston public schools helping teachers and staff develop and sharpen skills that enhance their abilities to work successfully with an underserved population. Coaching students helping them recognize their potential.

**Executive Director, Cambridge Camping Association, Cambridge, MA**

- Enhancing and promoting summer camp and out-of-school time youth-development programs for inner-city children and young adults.
- Developing and putting into practice programs that engage the participants in their social, emotional and intellectual growth and development.
- Hiring, training and supporting direct-service staff.
- Mentoring program participants.
- Developing program evaluation tools.
- Creating and fostering supporting relationships with arts and educational organizations, local governments, schools and other agencies.
- Agency's public face and spokesperson.

**Executive Director, Neighborhood Arts Center, Boston, MA**

- Out-of-school time arts programs for low income children.

**Television Producer/Director/Writer, WGBH Educational Foundation, Boston, MA,**

Freelance, New York City

- Produced, directed and wrote a wide variety of programs for Public Television

References upon request





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## Town of Arlington, Massachusetts

**Adjourn**

**Summary:**

9:45 p.m.

Adjourn