



Town of Arlington, MA Redevelopment Board

Agenda & Meeting Notice June 3, 2019

The Arlington Redevelopment Board will meet Monday, June 3, 2019 at 7:30 PM in the **Town Hall Annex, 2nd Floor Conference Room, 730 Massachusetts Avenue, Arlington, MA 02476**

1. Environmental Design Review, 189 and 191 Broadway, Arlington, MA - Docket #3598 Public Hearing

- 7:30 p.m. - Board will open Special Permit Docket #3598 to review application by
8:00 p.m. Arlington Animal Clinic to renovate 191 Broadway and to expand to 189 Broadway within the B2 Neighborhood Business District in accordance with the provisions of MGL Chapter 40A § 11, and the Town of Arlington Zoning Bylaw Section 3.4 Environmental Design Review. The applicant proposes Façade improvements, new signage, and other site improvements are proposed to accommodate the expanded Animal Clinic.
- Applicant will be provided 10 minutes for an introductory presentation.
 - DPCD staff will be provided 5 minutes for an overview of their Public Hearing Memorandum.
 - Members of the public will be provided time to comment.
 - Board members will discuss docket and vote.

2. Construction of the Egerton–Herbert Green Infrastructure Project presentation by Mystic River Watershed Association

- 8:00 p.m.- • Introduction by Jennifer Raitt
8:30 p.m. • Patrick Herron, Executive Director of Mystic River Watershed Association will present the results of the recently constructed Egerton Rain Garden – Bioretention project.
• There will be a brief Q&A following this presentation.

3. ARB Property Portfolio update:

- 8:30 p.m. - • Arlington Retirement Board lease update
8:40 p.m. Staff will present a lease update and Board members will review, discuss, and vote.

4. ARB Rules and Regulations draft amendment

- 8:40 p.m. - • Staff and board members will discuss amended Rule and Regulations –
9:00 p.m. added Rule 19 for Review of religious and Educational Uses.
• Board may vote on amended language.

5. Next steps regarding mixed-use and multi-family use zoning

- 9:00 p.m. - • Staff will provide an update

9:15 p.m.

6. ARB Meeting Minutes (4/1, 4/8, 4/22)

9:15 p.m. - • Board members will review and approve meeting minutes

9:25 p.m.

7. Upcoming ARB schedule and announcements

9:25 p.m. - • Staff will present upcoming public meetings and provide

9:30 p.m. announcements. Board will discuss and confirm upcoming meeting schedule.

8. Adjourn

9:30 p.m. - Adjourn



Town of Arlington, Massachusetts

Environmental Design Review, 189 and 191 Broadway, Arlington, MA - Docket #3598 Public Hearing

Summary:

7:30 p.m. -
8:00 p.m.

Board will open Special Permit Docket #3598 to review application by Arlington Animal Clinic to renovate 191 Broadway and to expand to 189 Broadway within the B2 Neighborhood Business District in accordance with the provisions of MGL Chapter 40A § 11, and the Town of Arlington Zoning Bylaw Section 3.4 Environmental Design Review. The applicant proposes Façade improvements, new signage, and other site improvements are proposed to accommodate the expanded Animal Clinic.

- Applicant will be provided 10 minutes for an introductory presentation.
- DPCD staff will be provided 5 minutes for an overview of their Public Hearing Memorandum.
- Members of the public will be provided time to comment.
- Board members will discuss docket and vote.

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Agenda_Item_1_-_EDR_Public_Hearing_Memo_Docket_#3598_189-191_Broadway.pdf	EDR Public Hearing Memo Docket #3598 189-191 Broadway
▢ Reference Material	Application_for_Special_Permit_189_Broadway.pdf	Application for Special Permit 189 Broadway
▢ Reference Material	ARB_letter_2019_05_07.pdf	ARB Letter 2019 05 07
▢ Reference Material	Dimensional_and_Parking_Form.pdf	Dimensional and Parking Form
▢ Reference Material	Exhibit_A_2019_05_07.pdf	Exhibit A 2019 05 07
▢ Reference Material	LEED_Checklist_2019_05_07.pdf	LEED Checklist 2019 05 07
▢ Reference Material	Petition_for_Special_Permit_under_EDR_2019_05_07.pdf	Petition for Special Permit under EDR 2019 05 07
▢ Reference Material	Plans_2019_05_07_reduced.pdf	Plans 2019 05 07 reduced
▢ Reference Material	Submittals_Checklist.pdf	Submittals Checklist



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

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, 189 and 191 Broadway, Arlington, MA
Docket #3598

Date: May 28, 2019

I. Docket Summary

This is an application by the Arlington Animal Clinic to renovate 191 Broadway and to expand into 189 Broadway within the B2 Neighborhood Business District. Façade improvements, new signage, and other site improvements are proposed to accommodate the expanded Animal Clinic. The Special Permit is to allow the Board to review and approve the proposed renovation, under Section 3.4, Environmental Design Review, because of its location on Broadway.

Materials submitted for consideration of this application:
Application for EDR Special Permit, Narrative, LEED Checklist, Site Plan, Floor Plans, and Elevations dated May 6, 2019.

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.

A veterinary clinic is an allowed use in the B2 Neighborhood Business Zoning District, and is subject to Environmental Design Review under Section 3.4 due to the alteration of the façade and its location on Broadway. The clinic has been in operation since 1975. The Zoning Bylaw, in Section 5.5.1, indicates that the Neighborhood Business District is intended for small retail and service establishments serving the needs of adjacent neighborhoods. The Board can find that these conditions exist for the proposed project site and the expansion of the Animal Clinic to fulfill demand for expanded services should be encouraged.

2. Section 3.3.3.B.

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

The expansion of the Arlington Animal Clinic into 191 Broadway allows the Animal Clinic to grow into new space, increasing its capacity and business while providing the veterinary services desired in the community. The façade renovations improve the streetscape along Broadway, and the unified building will be an asset for the neighborhood. 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.

191 Broadway has a small parking lot which was previously used as van parking for the prior contracting business. The acquisition of 191 Broadway by the Animal Clinic enables the Applicant to create a formal parking lot for the clinic, which currently does not have any off-street parking. The proposal includes pavement markings for five (5) parking spaces including one (1) accessible parking space. The small parking lot also facilitates the delivery of goods and materials to the clinic in an off-street location where it will not interfere with traffic on Broadway. Clients may also use available on-street parking along Broadway. 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.

The existing Animal Clinic at 191 Broadway and the former business at 189 Broadway have operated on Broadway 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.

No special regulations are applicable to the proposal. The Board can find that this condition is met.

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 proposed renovations will create an attractive and unified building that will improve the streetscape. The façade design improvements are consistent with the Design Standards for the Town of Arlington. The proposed design of the structure is consistent with the standards for building height, the public realm interface, façade and materials, and signage and wayfinding. In particular, the building maintains the single-story appearance consistent with the surrounding lower density (R2 Zoning District) residential neighborhood and a bench and awnings are proposed to provide some relief outside of the clinic which is also an un-sheltered bus stop. There is variation in the front façade, through the inclusion of new windows and materials. 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)

1. 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.

The existing and planned landscape is mostly impervious. Four existing trees located on 191 Broadway will remain as will the existing landscaped area behind 189 Broadway. The rear property line of 191 Broadway will be improved with small and medium boxwood trees located along the existing fence line and between the existing trees. Additional planters will be added to the parking lot at 191 Broadway as a visual amenity. The improved landscaping will enhance the condition of the property and

provide a vegetated buffer from the adjacent residential uses. The Board can find that this condition is met.

2. 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.

This proposal does not detract from the district's small-scale business character. The two existing structures are single-story buildings. The proposed project will unify the two structures without altering the height of either structure, strengthening the relationship between the two buildings and the existing architecture in the vicinity. Allowing the Animal Clinic to expand to support the needs of the clinic's clients is consistent with the intent of the Zoning District. The Board can find that this condition is met.

3. 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.

As noted above, the proposed project will improve landscaping and retain four trees on the existing primarily impervious site, but there are no other changes to open space on the site. The Board can find that this condition is met.

4. 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 proposed project will improve circulation for the business and the neighborhood. The property at 191 Broadway has parking for 5 parking spaces, which is a pre-existing condition. The small parking lot also facilitates the delivery of goods and materials to the clinic in an off-street location where it will not interfere with traffic on Broadway. The current Arlington Animal Clinic operates with no off-street parking available, so

the off-street parking for visitors and employees will be an improvement to the operation of the business.

Additionally, bicycle parking is provided consistent with the recently adopted bicycle parking requirements. For the proposed use, which is approximately 5,223 square feet, 2 long-term bicycle parking spaces and 3 short-term bicycle parking spaces are required. For non-residential uses per the recently adopted regulations, up to 20% of the required long-term parking spaces or four spaces, whichever is greater, may be converted to short-term parking spaces. The Applicant converts the long-term requirement to short-term spaces due to the space inside the building for bicycle storage.

The Applicant provides 6 short-term bicycle parking spaces in a bicycle rack that meets the general requirements for bicycle parking (Dero Swerve), exceeding the numerical requirement. Additionally, the Applicant provides bicycle storage within the building for three bikes; however, these spaces do not meet the requirements of the revised bylaw due to the fact that the bike rack chosen (Dero Ultra Space Saver) requires the bike to be lifted.

5. 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 is no change to the existing surface water drainage as a result of the proposed project. The Board may request that the applicant consult with the Town Engineer regarding stormwater facilities and then recommend onsite drainage improvements.

6. 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 utility services as a result of this proposal. The Board can find that this condition is met.

7. 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 Application materials indicate that the proposed wall sign will be constructed of waterjet cut aluminum. The wall sign is 16 square feet and is consistent with the requirements of the existing sign regulations and the recently adopted sign regulations for wall signs. No other signage is proposed. Waterjet cut aluminum art in the shape of animals, like those treated by the clinic, will be applied to the Broadway and east façade facing the parking lot which will add visual interest.

8. 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.

There will be no adverse impacts on light, air and water resources, or on noise and temperature levels. A new generator and HVAC unit will be properly located on the roof so as to not create noise impacts on the adjacent uses. The applicant should clarify the location of the dumpster which appears to be in a new location on the provided site plan. The Board can find that this condition is met.

9. 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.

As noted in the Application materials, the proposed interior layout plans have been designed to facilitate building evacuation and accessibility by fire, police, and other emergency personnel and equipment. Exterior lighting along the sidewalk and within the parking lot is provided for safety. The existing fence at the parking lot will remain. The Board can find that this condition is met.

10. 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 structures are not listed on the *Inventory of Historically or Architecturally Significant Properties in the Town of Arlington* nor are they under the jurisdiction of the Arlington Historical Commission. The Board can find that this condition is met.

11. 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.

There are no proposed changes (new structures, hard surface, ground coverage, or machinery) that will impact the microclimate. The Board can find that this condition is met.

12. 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.

While the Applicant does not intend to pursue LEED certification for the proposed project, the Applicant will endeavor to incorporate best practices identified in the LEED Checklist submitted with the application materials as part of the interior renovations. The Board can find that this condition is met.

IV. Conditions

A. General

1. The final design, sign, exterior material, landscaping, and lighting plans shall be subject to the approval of the Arlington Redevelopment Board or administratively approved by the Department of Planning and Community Development. Any substantial or material deviation during construction from the approved plans and specifications is subject to the written approval of the Arlington Redevelopment Board
2. Any substantial or material deviation during construction from the approved plans and specifications is subject to the written approval of the Arlington Redevelopment Board.
3. The Board maintains continuing jurisdiction over this permit and may, after a duly advertised public hearing, attach other conditions or modify these conditions as it deems appropriate in order to protect the public interest and welfare.
4. Snow removal from all parts of the site, as well as from any abutting public sidewalks, shall be the responsibility of the owner and shall be accomplished in accordance with Town Bylaws.
5. Trash shall be picked up only on Monday through Friday between the hours of 7:00 am and 6:00 pm. All exterior trash and storage areas on the property, if any, shall be properly screened and maintained in accordance with Article 30 of Town Bylaws.
6. The Applicant shall provide a statement from the Town Engineer that all proposed utility services have adequate capacity to serve the development.
7. Upon installation of landscaping materials and other site improvements, the Applicant shall remain responsible for such materials and improvement and shall replace and repair as necessary to remain in compliance with the approved site plan.
8. Upon the issuance of the building permit the Applicant shall file with the Inspectional Services Department and the Police Department the names and telephone numbers of contact personnel who may be reached 24 hours each day during the construction period.
9. Any final building signage will be reviewed and approved by the Department of Planning and Community Development and Inspectional Services.

TOWN OF ARLINGTON
REDEVELOPMENT BOARD

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

Docket No. _____

1. Property Address: 189 Broadway, Arlington, MA
Name of Record Owner(s): Joseph P. Gibbons Phone: _____
Address of Owner: 29 Prospect Street Acton, MA
Street City, State, ZIP
2. Name of Applicant(s) (if different than above): Arlington Animal Clinic Realty Trust
Address: 191 Broadway, Arlington, MA Phone: 781-646-4911
Status Relative to Property (occupant, purchaser, etc.): Owner Under Agreement
3. Location of Property: 040.0 0007 0007.0 189 Broadway, Arlington, MA
Assessor's Block Plan, Block, Lot No.
4. Deed recorded in the Registry of Deeds, **Book 28783, Page 022**;
or- registered in Land Registration Office, Cert. No _____, Book _____, Page _____
5. Present Use of Property (include # of dwelling units, if any): Office, medical and clinic
6. Proposed Use of Property (include # of dwelling units, if any): Petitioner proposes to utilize the building for an addition to its veterinary business operation located adjacent to the property at 191 Broadway.

7.

Permit applied for in accordance with the following Zoning Bylaw section(s):		
<u>Section 3.4 i.e. Environmental Design Review & Section 8.1.2</u>		

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.

Please see Exhibit A and an Impact Statement

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

The applicant states that Arlington Animal Clinic Realty Trust is the ~~owner~~ ~~or~~ ~~occupant~~ ~~or~~ purchaser under agreement of the property in Arlington located at 189 Broadway, Arlington, Massachusetts 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.

Arlington Animal Clinic Realty Trust

Signature of Applicant(s) By Its Attorney, Robert J. Annett, Esquire

1171 Massachusetts Avenue, Arlington, MA 02476
Address

781-646-4911
Phone

BY HAND
and VIA E-MAIL to jraitt@town.arlington.ma.us

May 7, 2019

Jennifer Raitt, Director
Town of Arlington
Arlington Redevelopment Board
730 Massachusetts Avenue
Arlington, Massachusetts 02476

RE: 189 Broadway, Arlington, Massachusetts

Dear Ms. Raitt:

I am sending along three (3) copies of plans with respect to Request for Special Permits relating to the above referenced real estate along with three (3) copies of the Special Permit Petition under Environmental Design Review.

The plans and application were emailed to you in digital form on May 7, 2019.

I am also including a check in the amount of \$529.60 made payable to the Town of Arlington with respect to the filing and the fee for the additional 148 square feet to be constructed.

Would you please file the enclosed documents and plans at this time.

Thank you for your cooperation in this matter.

Very truly yours,

Robert J. Annese

RJA/lms

Enclosures

TOWN OF ARLINGTON

Dimensional and Parking Information
for Application to
The Arlington Redevelopment Board

Docket No. 3597

Zoning District B2

Property Location 189 & 191 Broadway, Arlington, MA

Owner: Owner Under Agreement/Arlington Animal Clinic Realty Trust

Address: 191 Broadway, Arlington, MA

Present Use/Occupancy: No. of Dwelling Units:

Uses and their gross square feet:

Office, medical or clinic

5,075 sf

Proposed Use/Occupancy: No. of Dwelling Units:

Uses and their gross square feet:

Office, medical or clinic

5,223 sf

	Present Conditions	Proposed Conditions	Min. or Max. Required by Zoning for Proposed Use
Lot size	9856	9856	min. -----
Frontage	113.5	113.5	min. 50
50	0.51	0.53	max. 1.00
Lot Coverage (%), where applicable	N/A	N/A	max. -----
Lot Area per Dwelling Unit (square feet)	N/A	N/A	min. 1,450
Front Yard Depth (feet)	0	0	min. -----
Side Yard Width (feet) right side	39.2	39.2	min. -----
left side	0	0	min. -----
Rear Yard Depth (feet)	9'4½"	9'4½"	min. 10+(L/10) = 16'9"
Height			min.
Stories	1	1	stories 2.5
Feet	15	16	feet 35
Open Space (% of G.F.A.)	4.7	8.9	min. -----
Landscaped (square feet)	463.23	877.18	(s.f.) -----
Usable (square feet)	-----	-----	(s.f.) -----
Parking Spaces (No.)	5	5	min. 4 spaces/physician, Practitioner = 20
Parking Area Setbacks (feet), where applicable	0	5 ft. with screen & buffer	min. 10 ft. or 5 ft. with screen & buffer
Loading Spaces (No.)	1	1	1
Type of Construction			
Distance to Nearest Building	0	0	-----

Exhibit A

The Petitioners are the trustees of the Arlington Animal Clinic Realty Trust are Dr. Catherine Cole and Dr. Jennifer Schickler.

Dr. Cole is a graduate of the Tufts Veterinary Program and Dr. Schickler is a graduate of the University of Pennsylvania veterinary program, both holding degrees in veterinary medicine. Both of the doctors are licensed to perform surgery as well as providing other services in the treatment of animals with Dr. Cole having practiced veterinary medicine for in excess of ten years and Dr. Schickler in excess of twenty years.

They propose to expand their existing veterinary business operation located at 191 Broadway into the abutting property at 189 Broadway and are the purchasers under agreement with the present owner of that property, Joseph P. Gibbons.

The Purchase and Sale Agreement between the Trust and Mr. Gibbons calls for a closing date on or before July 15, 2019.

Mr. Gibbons currently occupies the 189 Broadway property for office purposes in connection with his electrical business.

It is the intent of the Petitioners to join their existing building located at 191 Broadway with the adjacent building located at 189 Broadway. The footprint of the building is to remain as is, apart from straightening out the front entryway as shown in the attached plans. The front entry doors will also be set back to prevent the doors from swinging into the public way. The landscape and open space are to remain as is, apart from the addition of required screening and buffering. The clinic will be gaining five off-street parking spaces located at 189 Broadway which is an improvement from the existing parking conditions at 191 Broadway, which currently offers no off-street spaces.

The interior floor plans have been designed to create ease of circulation and workflow, and to improve functionality and quality of the space.

As they stand now the building facades of 189 & 191 Broadway have very different visual styles, both being run down and uninviting. The new design intends to unify the buildings so that they read as one cohesive design and provide a more desirable and unified streetscape. This will be accomplished with minor façade improvements, which include incorporating new building materials, replacing doors & windows, and the addition of cosmetic elements such as benches and planters. New exterior lighting will be added both for aesthetics and safety purposes. The proposed design is a simple yet sophisticated way to give the building a more inviting and interactive street presence.

The business hours will be 8:00 a.m. to 6:00 p.m. Monday through Friday and Saturday 8:00 a.m. to 12:00 noon.

There will be no animals remaining overnight at the property.

It is Petitioners' position that its plans for expansion of the existing long standing business veterinary operation will not have an adverse impact with respect to the neighborhood in which the property is located and the expanded use of the veterinary operation will not be substantially different and not more detrimental to the neighborhood than the existing use of the property.

Petitioners' plans also provide for bicycle parking at the property as indicated within the substance of the plans which accompany this petition. The interior bicycle storage will hold 3 bicycles and will be located in the proposed storage area to the right of the garage door. The unit will be wall mounted and will be noted on the plans.

No new impervious area will be created on the property with respect to Petitioners' proposal; therefore, there is no need for a storm water management plan.



LEED v4 for ID+C: Commercial Interiors

Project Checklist

Y ? N

			Credit	Integrative Process	2
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0	7	0	Location and Transportation			18
		-	Credit	LEED for Neighborhood Development Location		18
	1		Credit	Surrounding Density and Diverse Uses		8
	5		Credit	Access to Quality Transit		7
	1		Credit	Bicycle Facilities		1
		-	Credit	Reduced Parking Footprint		2

0	4	-	Water Efficiency			12
Y			Prereq	Indoor Water Use Reduction	Required	
	4	-	Credit	Indoor Water Use Reduction		12

0	19	0	Energy and Atmosphere			38
Y			Prereq	Fundamental Commissioning and Verification	Required	
Y			Prereq	Minimum Energy Performance	Required	
Y			Prereq	Fundamental Refrigerant Management	Required	
	4		Credit	Enhanced Commissioning		5
	8		Credit	Optimize Energy Performance		25
	2		Credit	Advanced Energy Metering		2
	3		Credit	Renewable Energy Production		3
		-	Credit	Enhanced Refrigerant Management		1
	2		Credit	Green Power and Carbon Offsets		2

0	0	0	Materials and Resources			13
Y			Prereq	Storage and Collection of Recyclables	Required	
Y			Prereq	Construction and Demolition Waste Management Planning	Required	
			Credit	Long-Term Commitment		1
			Credit	Interiors Life-Cycle Impact Reduction		4
			Credit	Building Product Disclosure and Optimization - Environmental Product Declarations		2
			Credit	Building Product Disclosure and Optimization - Sourcing of Raw Materials		2
			Credit	Building Product Disclosure and Optimization - Material Ingredients		2
			Credit	Construction and Demolition Waste Management		2

Project Name: Arlington Animal Clinic
Date: 5/7/2019

0	13	0	Indoor Environmental Quality			17
Y			Prereq	Minimum Indoor Air Quality Performance	Required	
Y			Prereq	Environmental Tobacco Smoke Control	Required	
		-	Credit	Enhanced Indoor Air Quality Strategies		2
	3		Credit	Low-Emitting Materials		3
	1		Credit	Construction Indoor Air Quality Management Plan		1
	2		Credit	Indoor Air Quality Assessment		2
	1		Credit	Thermal Comfort		1
	2		Credit	Interior Lighting		2
	1		Credit	Daylight		3
	1		Credit	Quality Views		1
	2		Credit	Acoustic Performance		2

0	0	0	Innovation			6
		-	Credit	Innovation		5
		-	Credit	LEED Accredited Professional		1

0	0	0	Regional Priority			4
		-	Credit	Regional Priority: Specific Credit		1
		-	Credit	Regional Priority: Specific Credit		1
		-	Credit	Regional Priority: Specific Credit		1
		-	Credit	Regional Priority: Specific Credit		1

0	43	0	TOTALS			Possible Points:	110
Certified: 40 to 49 points, Silver: 50 to 59 points, Gold: 60 to 79 points, Platinum: 80+							

TOWN OF ARLINGTON

REDEVELOPMENT BOARD

Petition for Special Permit under Environmental Design Review (see Section 3.4 of the Arlington Zoning Bylaw for Applicability)

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

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

Preservation of Landscape: The proposed renovations include no change to the existing landscape, apart from the addition of new screening and buffering as required by sections 5.3.7 & 5.3.21 of the Town Bylaws. All existing trees are to remain as is. There will be no grade changes made. See sheet AS101 Architectural Site Plan.

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

Relation of Buildings to Environment: The proposed renovations include no change to the scale or massing of the existing building, and therefore will not cause any additional shadows on abutting properties. Minor façade improvements as shown in the proposed design will strengthen the building's visual relationship to the existing architecture in the vicinity.

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

Open Space: The proposed renovations include no change to the open space. Existing open space at rear of lot is to remain as existing.

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

Circulation: The existing curb cut and existing vehicular circulation to the lot remains unchanged. There will be no new curb cuts to the site. The proposed renovation includes the

addition of exterior bicycle parking designed as required by section 6.1.12 of the town Bylaw. Additional bicycle storage will be added to the interior of the building. See attached plans.

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

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

Surface Water Drainage: The proposed renovations do not include any changes to the site apart from the addition of screening and buffering as required by section 5.3.7 & 5.3.21 of the town Bylaw. Surface water drainage is to be managed as existing.

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

Utility Service: Method of utility service to remain as is.

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

Advertising Features: The proposed advertising features have been designed to meet the requirements of section 6.2 of the town Bylaw. The proposed sign is to be a wall sign constructed of waterjet cut aluminum. The sign will be 8 feet in width and 2 feet in height for a total area of 16 sq. ft. See attached plans.

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.

Special Features: The proposed renovations do not include the addition of any storage areas, service areas, truck loading areas, utility buildings or structures.

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

Safety: The proposed interior layout plans have been designed to facilitate building evacuation and accessibility by fire, police, and other emergency personnel and equipment. See attached plans.

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

Heritage: There are no historical buildings on the site or on adjacent properties.

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

Microclimate: The proposed renovations do not include the addition of any new structures, hard-surface ground coverage, or the installation of machinery which emits heat, vapor or fumes shall endeavor to minimize, insofar as practicable, any adverse impact on light, air, and water resources, or on noise and temperature levels of the immediate environment.

12. Sustainable Building and Site Design. Projects are encouraged to incorporate best practices related to sustainable sites, water efficiency, energy and atmosphere, materials and resources, and indoor environmental quality. Applicants must submit a current Green Building Council Leadership in Energy and Environmental Design (LEED) checklist, appropriate to the type of development, annotated with narrative description that indicates how the LEED performance objectives will be incorporated into the project.

Sustainable Building and Site Design: The project will be built in compliance with all applicable codes including building, mechanical, electrical, plumbing and energy conservation codes. While the Applicant will not seek LEED certification for the project, many LEED initiatives across all categories will be implemented. In regards to the interior renovations, the Applicant will endeavor to achieve points for materials and resources where possible during documentation. See attached LEED Project Checklist for more information.

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

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

The use of the property is to remain as is.

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

The use of the property is to remain as is.

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

The proposed design will lessen the traffic of commercial trucks & vans which currently serve the electrical business at 189 Broadway. The existing curb cut will remain as the means of access and egress to the parking lot, no new curb cuts will be made to the property. The addition of exterior bicycle parking, designed as required by section 6.1.12 of the town Bylaw, will also make it more convenient / practical for employees to commute to work via bicycle. Additional bicycle storage will also be added to the interior of the building. See attached plans.

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

The use of the property is to remain as is. The building has been operating without issue for years; there is no reason to believe this will change with the renovations.

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

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

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

The use of this property is to remain as is and will not impair the integrity or character of the district or adjoining districts, nor be detrimental to the health, morals, or welfare.

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

The use of the property is to remain as is and will not be in excess or detrimental to the character of the neighborhood.

ARLINGTON ANIMAL CLINIC

189 & 191 BROADWAY, ARLINGTON MA



DRAWING LIST		
NUMBER	NAME	ZONING SET
GENERAL		
G001	COVER	●
G002	ZONING ANALYSIS	●
G003	EXISTING PHOTOGRAPHS	●
PP01	PLOT PLAN	●
ARCHITECTURAL		
EX001	BASEMENT EXISTING CONDITIONS PLAN	●
EX002	GROUND FLOOR EXISTING CONDITIONS PLAN	●
EX201	NORTH & SOUTH EXISTING BUILDING ELEVATION	●
EX202	EAST & WEST EXISTING ELEVATIONS	●
D101	BASEMENT DEMOLITION PLAN	●
D102	GROUND FLOOR DEMOLITION PLAN	●
AS101	ARCHITECTURAL SITE PLAN	●
A101	BASEMENT CONSTRUCTION PLAN	●
A102	GROUND FLOOR CONSTRUCTION PLAN	●
A103	ROOF CONSTRUCTION PLAN	●
A201	NORTH & SOUTH BUILDING ELEVATIONS	●
A202	EAST & WEST BUILDING ELEVATIONS	●
A301	PROPOSED BUILDING SECTIONS	●

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CONSULTANTS:

ZONING SET
(NOT FOR CONSTRUCTION)

REVISIONS:

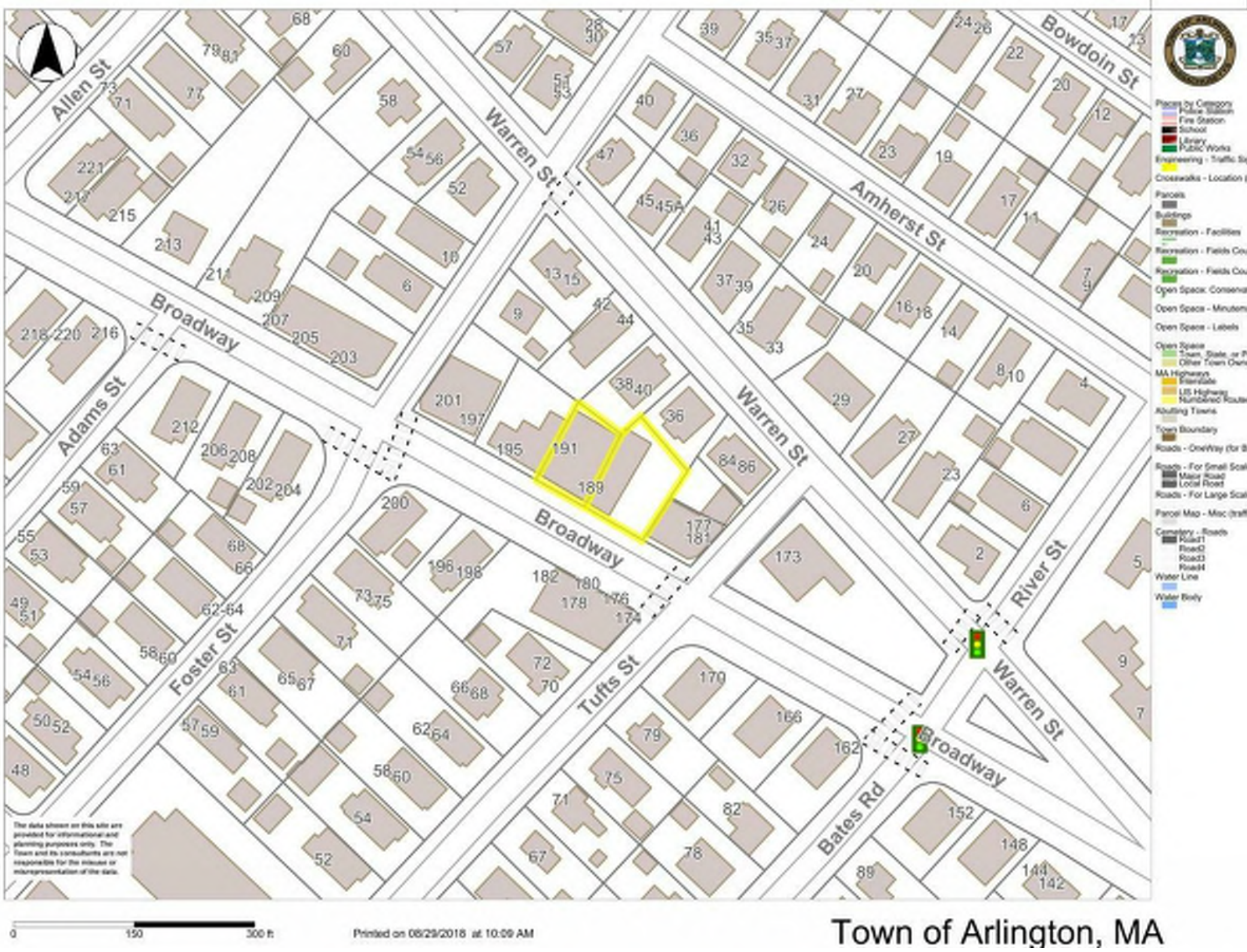
PROJECT NAME:
**Arlington
Animal Clinic**

DATE ISSUED: 5/06/2019
PROJECT #: 17021
SCALE:
DRAWN BY: Emily Driscoll

COVER

G001

LOCATOR MAP



PROPERTY CARD - 191 BROADWAY

040.0 0007 0008.0 1 of 1 Commercial TOTAL ASSESSED: 133711

Map Block Lot CARD ARLINGTON

PROPERTY LOCATION

No.	Alt No.	Direction/Street/City
191		BROADWAY, ARLINGTON

OWNERSHIP

Owner	Legal Description	User Acct
SCHICKLER JENNIFER TRUSTEE & COLE CATHERINE H TRUSTEE		27503
ARLINGTON ANIMAL CLINIC RLTY T		

PREVIOUS ASSESSMENT

Year	Use	Code	Value	Area	Notes
2018	340	FV	298,700	0	4,007 396,800 695,500 Year End Roll 12/20/2017
2017	340	FV	298,700	0	4,007 349,200 647,900 Year End Roll 1/3/2017
2016	340	FV	298,700	0	4,007 261,900 560,600 Year End Roll 1/4/2016
2015	340	FV	276,800	0	4,007 180,300 457,100 Year End Roll 12/11/2014
2014	340	FV	276,800	0	4,007 180,300 457,100 Year End Roll 12/16/2013
2013	340	FV	276,800	0	4,007 180,300 457,100 Year End Roll 12/13/2012
2012	340	FV	276,800	0	4,007 156,300 433,100 Year End Roll 12/27/2011
2011	340	FV	276,800	0	4,007 156,300 433,100 Year End Roll 12/27/2011

SALES INFORMATION

Grantor	Legal Ref	Type	Date	Sale Code	Sale Price	V	Tot	Verif	Assoc PCL Value	Notes
FULLER W/SPRING	27969-243		12/12/1997	family	1	No				Change in Trustee 2/28/2006 re

ACTIVITY INFORMATION

Date	Number	Descr	Amount	C/O	Last Visit	Fed Code	F. Descr	Comment	Date	Result	By	Name
3/9/2017		INTERIOR RENOVAT									EMK	Ellen K
4/11/2016		I & E Return									MM	Mary M
3/11/2009		Meas/Inspect									197	PATRIOT
4/7/2000		Meas/Inspect									197	PATRIOT
12/1/1989											PM	Peter M

LAND SECTION (First 7 lines only)

Use Code	Description	LUC	No of Units	Depth	Unit Price	LT	Base Value	Unit Price	Adj	Neigh	Neigh	Neigh	Neigh	Int 1	%	Int 2	%	Int 3	%	Appraised Value	Alt Class	%	Spec Land	J Code	Fact Use Value	Notes
340	Office		4007			Sq Ft	0	25	3.961	CA										396,822					396,800	

Total AC/H [0.09199] Total SF/S [4007.00] Parcel LU [340] Office Prime NB De [COMM] AVG Total: 396,823 Spl Cre Total: 396,800

Disclaimer: This Information is believed to be correct but is subject to change and is not warranted. Database: Arlington18 apro 2019

ZONING ANALYSIS - 189 & 191 BROADWAY

ZONING ARTICLE #	DISTRICT: B2 ANY OTHER PERMITTED USE	AS REQUIRED	PRESENT CONDITIONS	PROPOSED CONDITIONS	COMPLIANCE
	LOT SIZE (SF)	-	9856	9856	N/A
5.5.2.A	LOT FRONTAGE (FT)	50	113.5	113.5	YES
	MAX. LOT COVERAGE (%)	-	-	-	N/A
5.5.2.A	GROSS FLOOR AREA	-	5075	5223	N/A
5.5.2.A	MAX. FAR	1.00	.51	.53	YES
5.5.2.A	MIN. FRONT YARD (FT)	-	0	0	N/A
5.5.2.A	MIN. SIDE YARD (FT)	-	-	-	N/A
5.5.2.A	MIN REAR YARD (FT)	10+(L/10) = 16'-9"	9'-4 1/2"	9'-4 1/2"	EXISTING NON-CONFORMING
5.5.2.A	MAX. STORIES	2.5	1	1	YES
5.5.2.A	MAX. HEIGHT	35	15	16	YES
5.5.2.A	OPEN SPACE MINIMUM (% OF GROSS FLOOR AREA)	-	-	-	N/A
5.5.2.A	LANDSCAPED	10%	4.7%	8.9%	EXISTING NON-CONFORMING
5.3.21.D	USABLE	-	-	-	N/A
5.5.21.A (1)	MINIMUM BUFFER ABUTTING RESIDENTIAL DISTRICT	10FT	9'-4 1/2"	9'-4 1/2"	EXISTING NON-CONFORMING
	PARKING				
6.1.4	OFFICE/MEDICAL/CLINIC	4 SPACES PER PHYSICIAN, PRACTITIONER = 20	5	5	EXISTING NON-CONFORMING
	OFFICE/BUSINESS/PROFESSIONAL	1 SPACE PER 500SF = 10			
6.1.6	LOADING	1	1	1	YES

PROPERTY CARD - 189 BROADWAY

040.0 0007 0007.0 1 of 1 Commercial TOTAL ASSESSED: 133701

Map Block Lot CARD ARLINGTON

PROPERTY LOCATION

No.	Alt No.	Direction/Street/City
189		BROADWAY, ARLINGTON

OWNERSHIP

Owner	Legal Description	User Acct
GIBBONS JOSEPH P		27492

PREVIOUS ASSESSMENT

Year	Use	Code	Value	Area	Notes
2018	325	FV	102,200	4200	5,849 429,100 535,500 Year End Roll 12/20/2017
2017	325	FV	102,200	4200	5,849 377,600 484,000 Year End Roll 1/3/2017
2016	325	FV	102,200	4200	5,849 283,200 389,600 Year End Roll 1/4/2016
2015	325	FV	87,300	4400	5,849 257,400 349,100 Year End Roll 12/11/2014
2014	325	FV	87,300	4400	5,849 257,400 349,100 Year End Roll 12/16/2013
2013	325	FV	87,300	4400	5,849 257,400 349,100 Year End Roll 12/13/2012
2012	325	FV	82,300	4500	5,849 225,100 309,900 Year End Roll 12/27/2011
2011	325	FV	82,300	4500	5,849 225,100 309,900 Year End Roll 12/27/2011

SALES INFORMATION

Grantor	Legal Ref	Type	Date	Sale Code	Sale Price	V	Tot	Verif	Assoc PCL Value	Notes
LODATO FRANK ET	28783-22		5/30/1998		235,000	No	No			Y

ACTIVITY INFORMATION

Date	Number	Descr	Amount	C/O	Last Visit	Fed Code	F. Descr	Comment	Date	Result	By	Name
10/18/2007	770	Re-Roof	7,000	C							PH	Patrick H
7/1/1998	453	Sign	1,000					SIGN	3/11/2009	Meas/Inspect	197	PATRIOT
5/5/1998	428	Alterati	4,500					REMODEL INTERIOR	4/7/2000	Meas/Inspect	197	PATRIOT
5/1/1990									5/1/1990	Meas/Inspect	PM	Peter M

LAND SECTION (First 7 lines only)

Use Code	Description	LUC	No of Units	Depth	Unit Price	LT	Base Value	Unit Price	Adj	Neigh	Neigh	Neigh	Neigh	Int 1	%	Int 2	%	Int 3	%	Appraised Value	Alt Class	%	Spec Land	J Code	Fact Use Value	Notes
325	Store		5849			Sq Ft	0	28	2.934	CA										480,544					480,500	

Total AC/H [0.13427] Total SF/S [5849.00] Parcel LU [325] Store Prime NB D [COMM] AVG Total: 480,544 Spl Cre Total: 480,500

Disclaimer: This Information is believed to be correct but is subject to change and is not warranted. Database: ArchiveProArlington2019 apro 2019

EXISTING PHOTOGRAPHS



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CONSULTANTS:

ZONING SET
(NOT FOR CONSTRUCTION)

REVISIONS:

PROJECT NAME:
**Arlington
Animal Clinic**

DATE ISSUED: 5/06/2019

PROJECT #: 17021

SCALE: 1/8" = 1'-0"

DRAWN BY: Emily Driscoll

ZONING ANALYSIS

G002

EXISTING PHOTOGRAPHS



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CONSULTANTS:

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DATE ISSUED: 5/06/2019
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DRAWN BY: Emily Driscoll

EXISTING
PHOTOGRAPHS

G003

CONSULTANTS:

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(NOT FOR CONSTRUCTION)

REVISIONS:

PROJECT NAME:

**Arlington
Animal Clinic**

DATE ISSUED: 5/06/2019

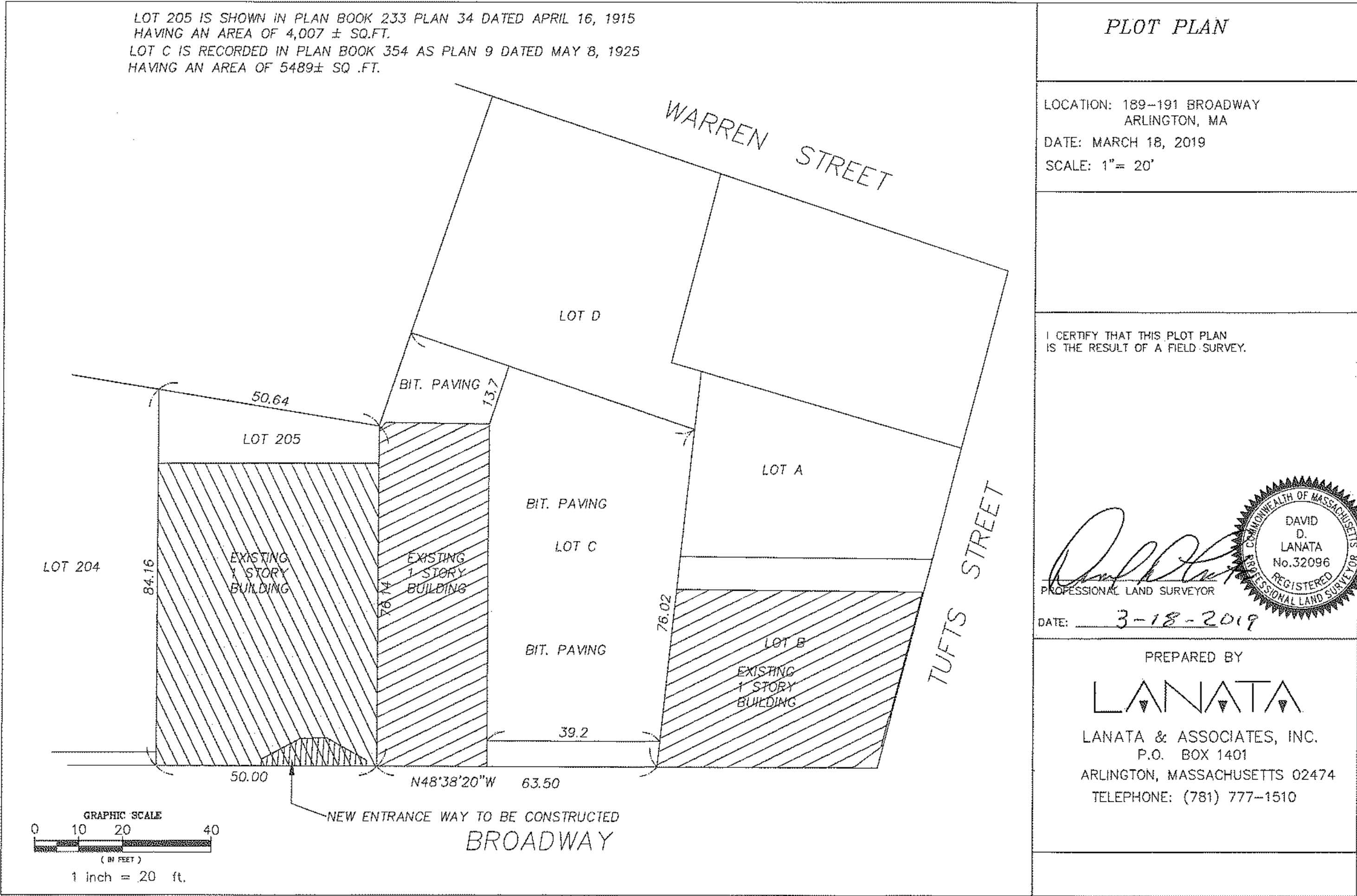
PROJECT #: 17021

SCALE:

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PLOT PLAN

PP01



CONSULTANTS:

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REVISIONS:

PROJECT NAME:
**Arlington
Animal Clinic**

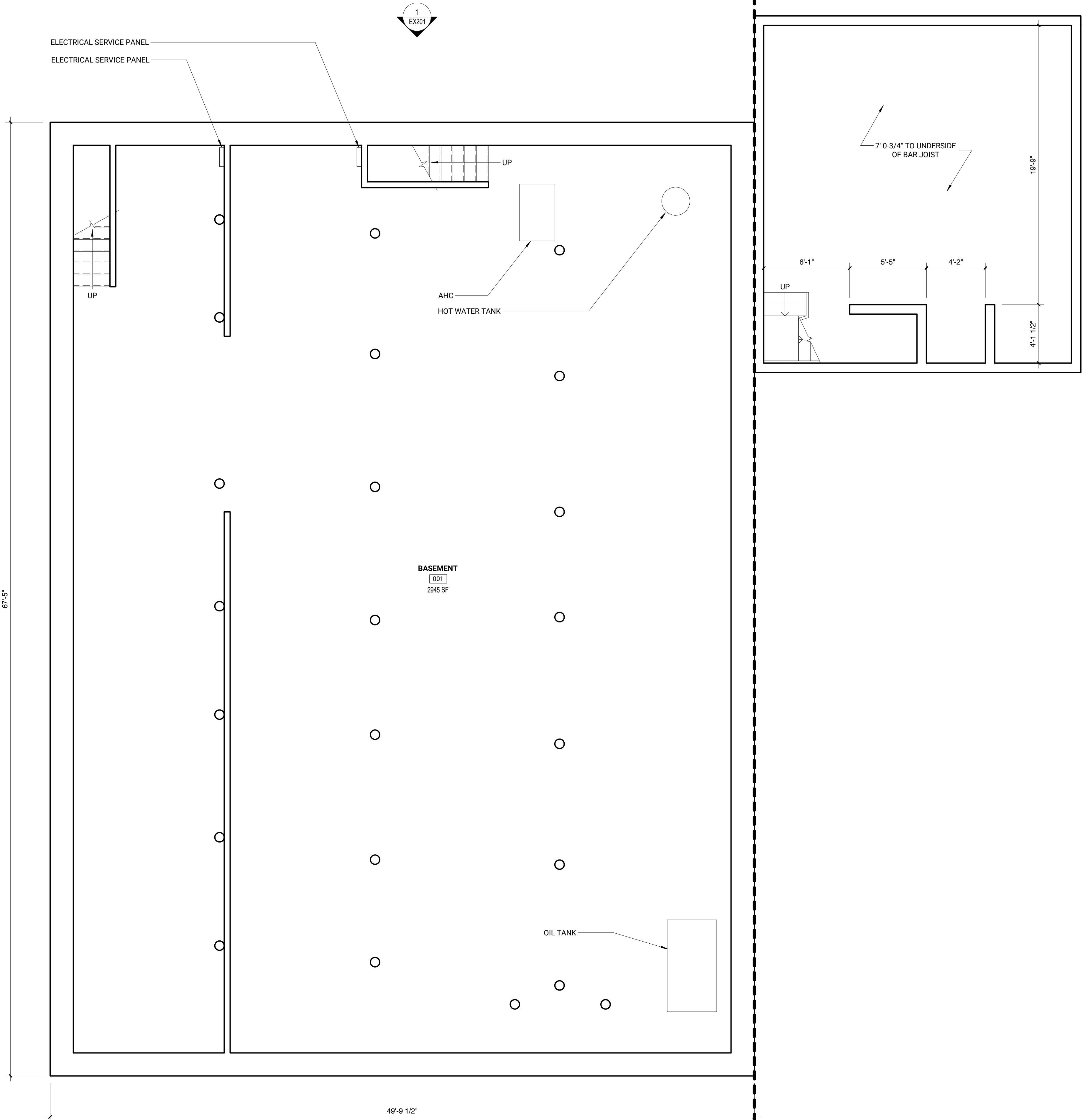
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PROJECT #: 17021
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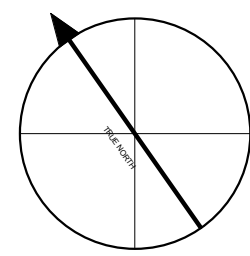
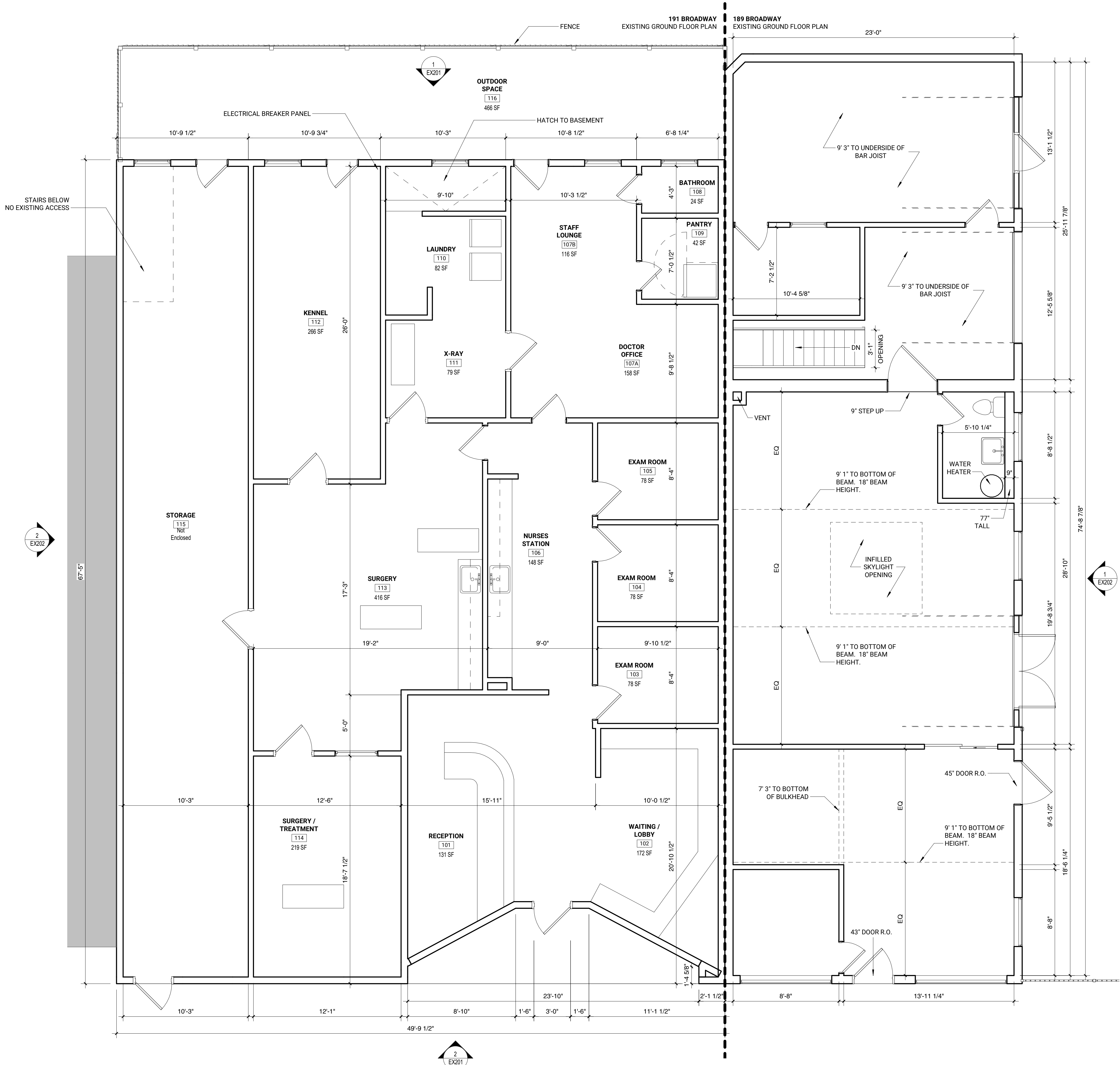
BASEMENT EXISTING
CONDITIONS PLAN

EX001

191 BROADWAY
EXISTING BASEMENT PLAN

189 BROADWAY
EXISTING BASEMENT PLAN





NORTH ARROW

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CONSULTANTS:

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REVISIONS:

NO.	DESCRIPTION	DATE

PROJECT NAME:
**Arlington
Animal Clinic**

DATE ISSUED: 5/06/2019
PROJECT #: 17021
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GROUND FLOOR
EXISTING CONDITIONS
PLAN

EX002

CONSULTANTS:

ZONING SET
(NOT FOR CONSTRUCTION)

REVISIONS:

PROJECT NAME:

Arlington
Animal Clinic

DATE ISSUED: 5/06/2019

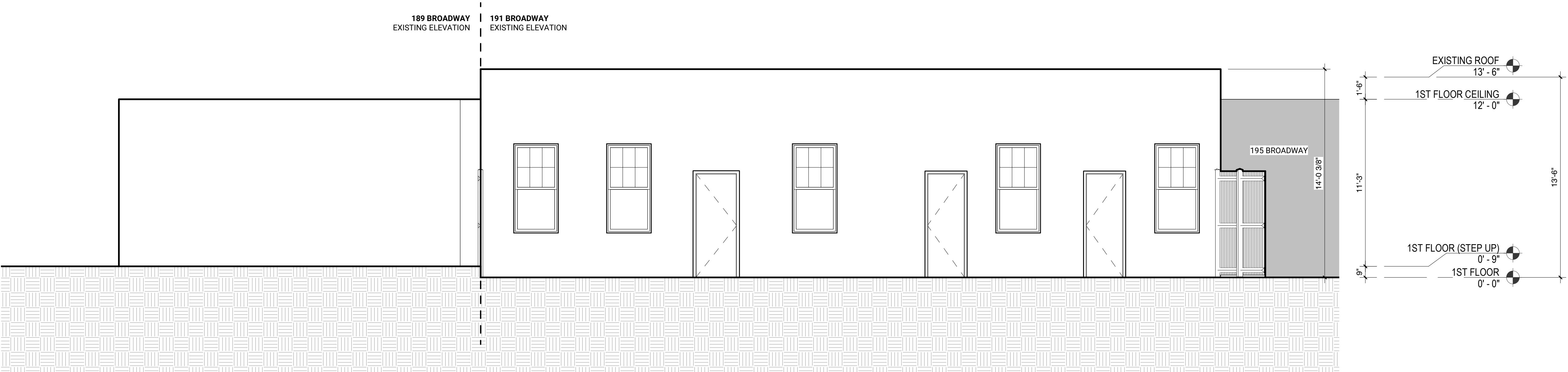
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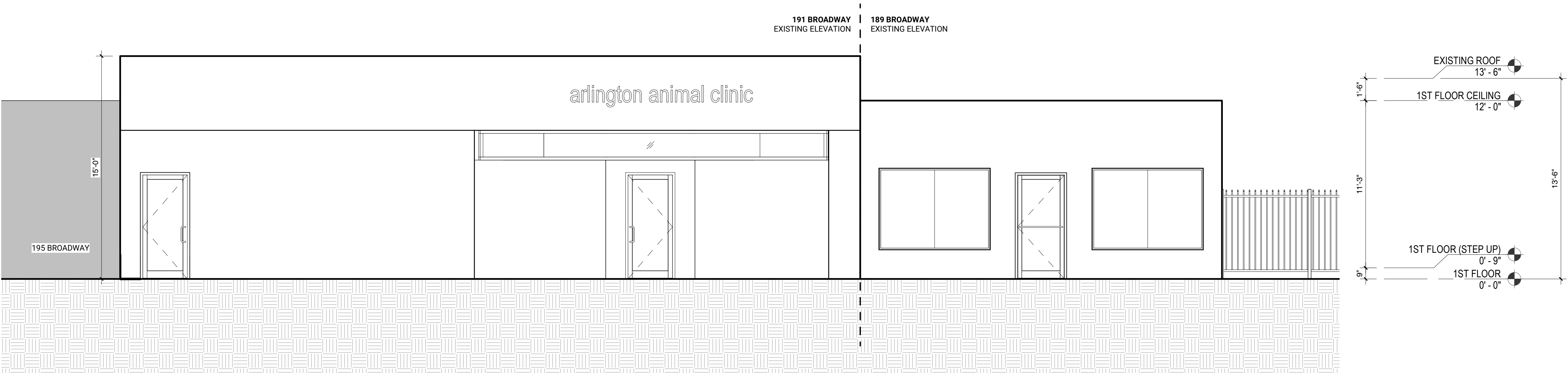
DRAWN BY: Emily Driscoll

NORTH & SOUTH
EXISTING BUILDING
ELEVATION

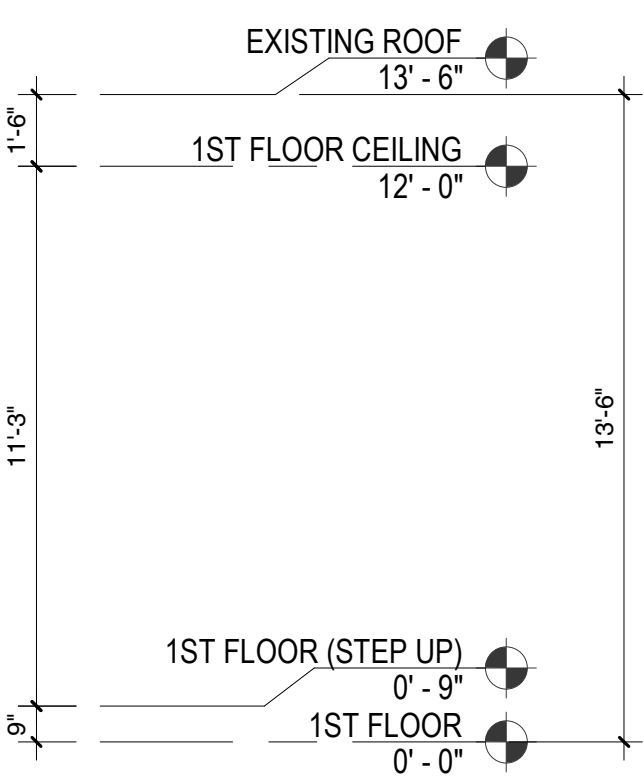
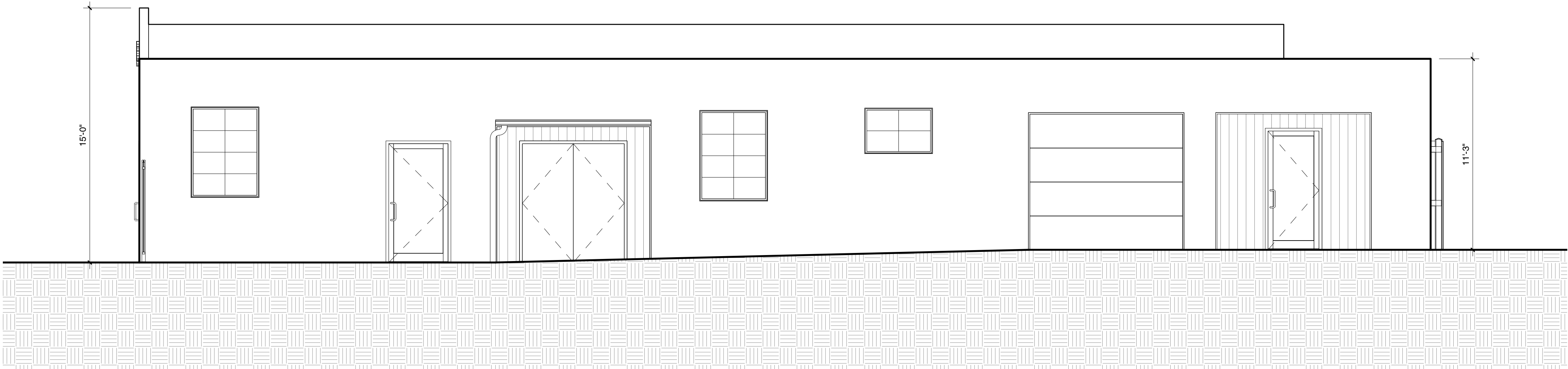
EX201



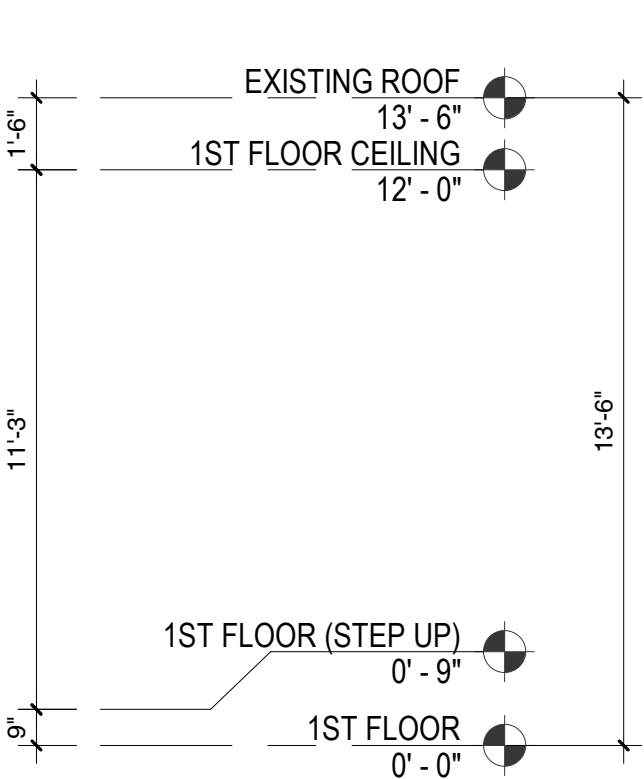
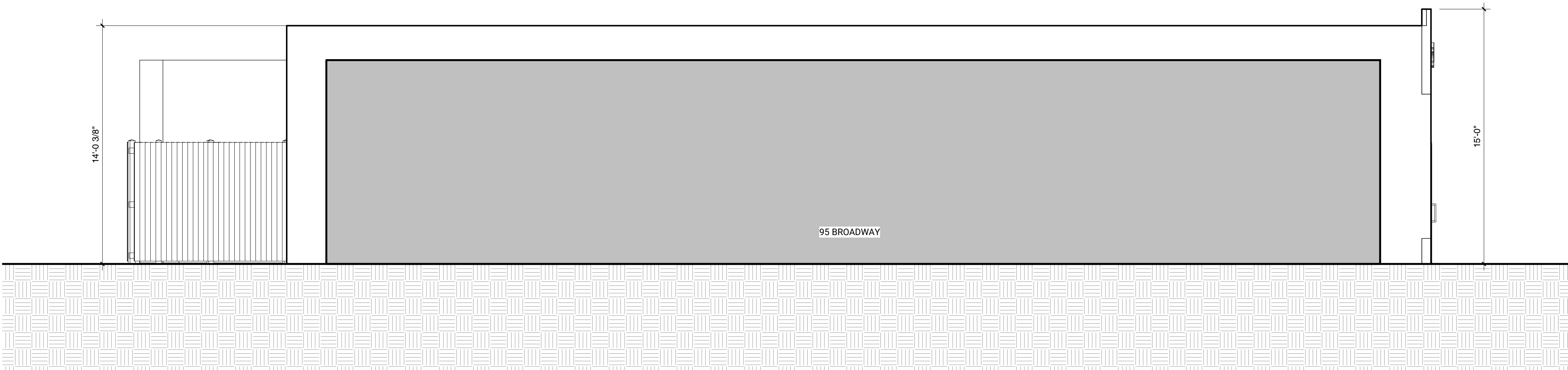
1 NORTH EXISTING ELEVATION
SCALE: 1/4" = 1'-0"



2 SOUTH EXISTING ELEVATION
SCALE: 1/4" = 1'-0"



1 EAST EXISTING ELEVATION
SCALE: 1/4" = 1'-0"



2 WEST EXISTING ELEVATION
SCALE: 1/4" = 1'-0"

CONSULTANTS:

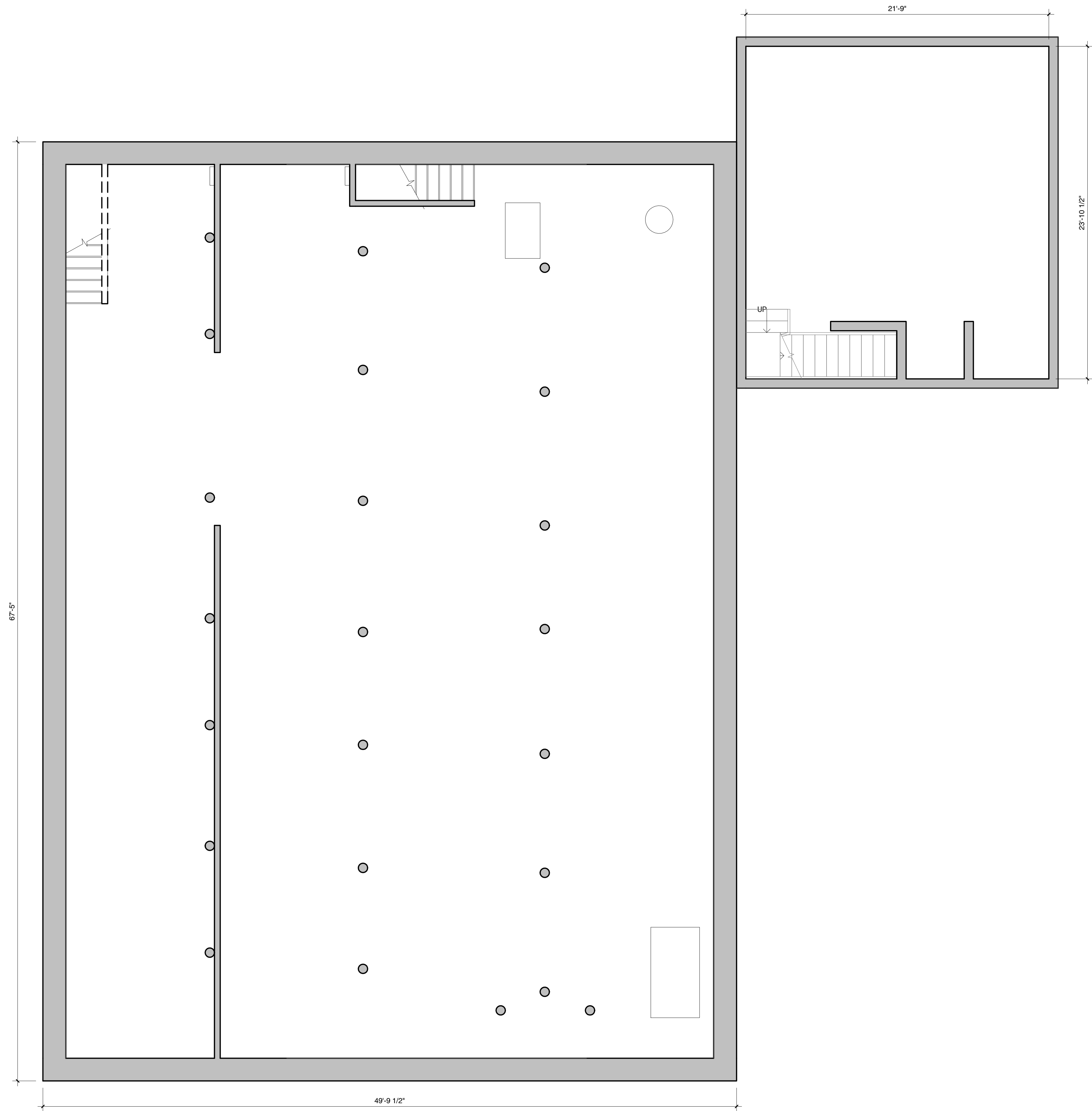
ZONING SET
(NOT FOR CONSTRUCTION)

REVISIONS:

PROJECT NAME:
**Arlington
Animal Clinic**

DATE ISSUED: 5/06/2019
PROJECT #: 17021
SCALE: 1/4" = 1'-0"
DRAWN BY: Emily Driscoll

EAST & WEST EXISTING
ELEVATIONS



DEMOLITION PLAN LEGEND

- REMOVE ALL CONSTRUCTION SHOWN DASHED COMPLETE, U.O.N.
- EXISTING WALL OR PARTITION TO REMAIN, TYP U.O.N.
- — REMOVE PORTION OF EXISTING WALL. SEE FLOORPLAN FOR LOCATION AND DIMENSION. TYP U.O.N.
- — REMOVE EXISTING DOOR & FRAME COMPLETELY.
- — EXISTING DOOR TO REMAIN, TYP U.O.N.

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CONSULTANTS:

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REVISIONS:

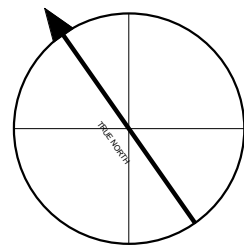
PROJECT NAME:

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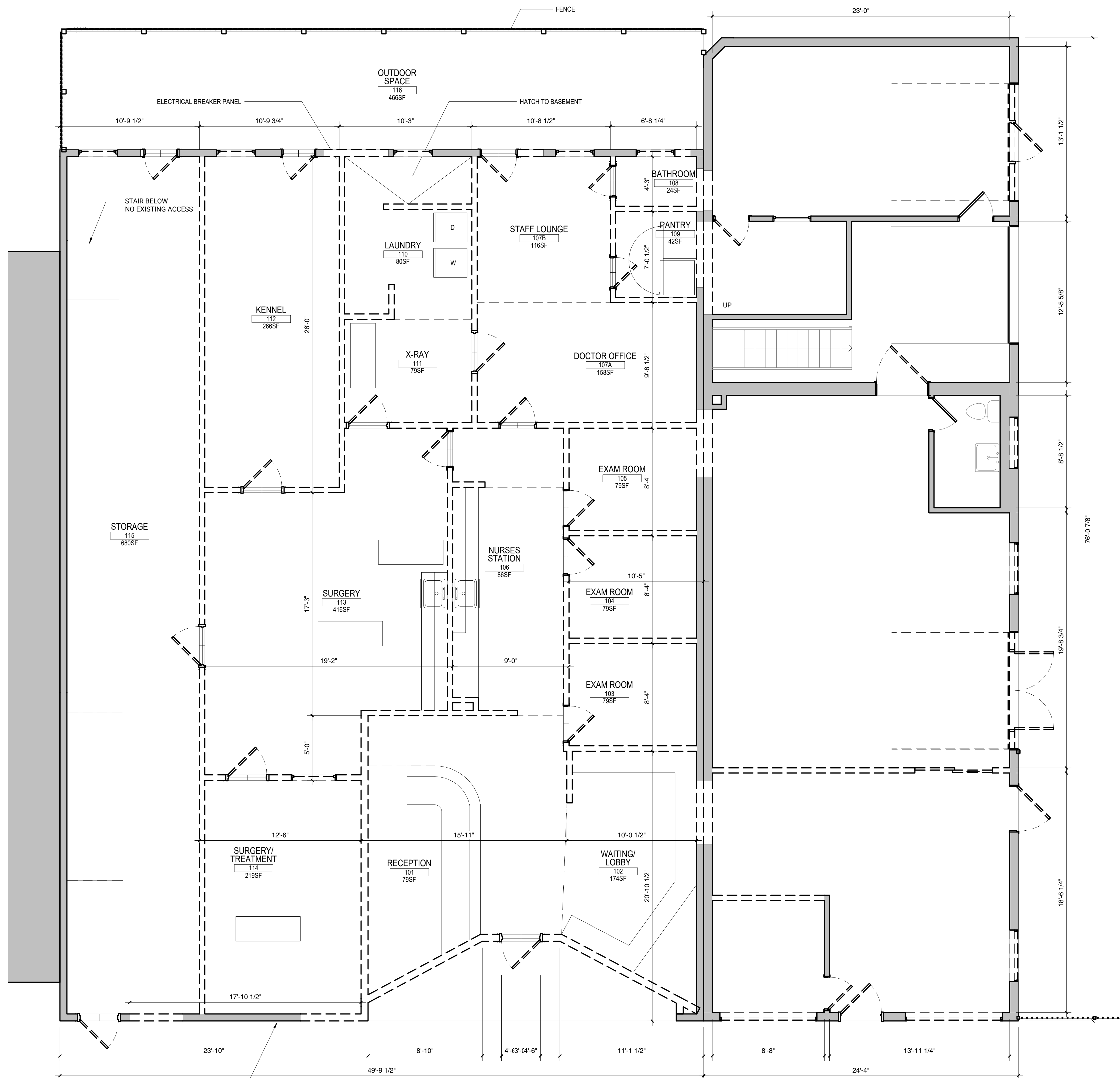
DATE ISSUED: 5/06/2019
PROJECT #: 17021
SCALE: 1/4" = 1'-0"
DRAWN BY: Emily Driscoll

BASEMENT
DEMOLITION PLAN

D101

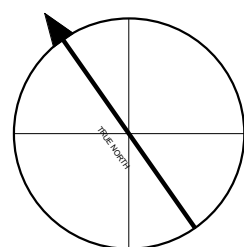


NORTH ARROW



DEMOLITION PLAN LEGEND

- REMOVE ALL CONSTRUCTION SHOWN DASHED COMPLETE, U.O.N.
- EXISTING WALL OR PARTITION TO REMAIN, TYP U.O.N.
- — — REMOVE PORTION OF EXISTING WALL. SEE FLOORPLAN FOR LOCATION AND DIMENSION. TYP U.O.N.
- — — REMOVE EXISTING DOOR & FRAME COMPLETELY.
- — — EXISTING DOOR TO REMAIN, TYP U.O.N.



NORTH ARROW

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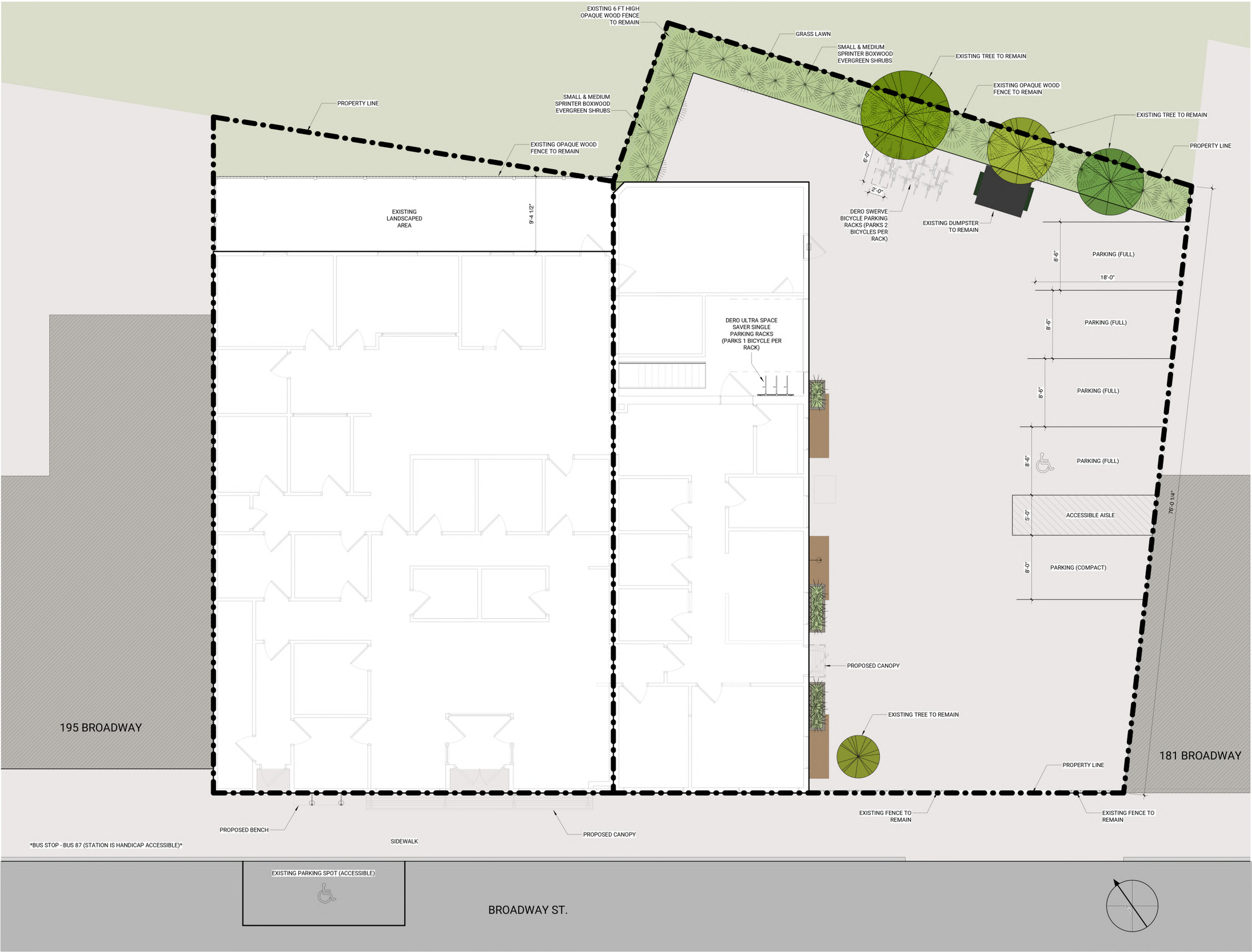
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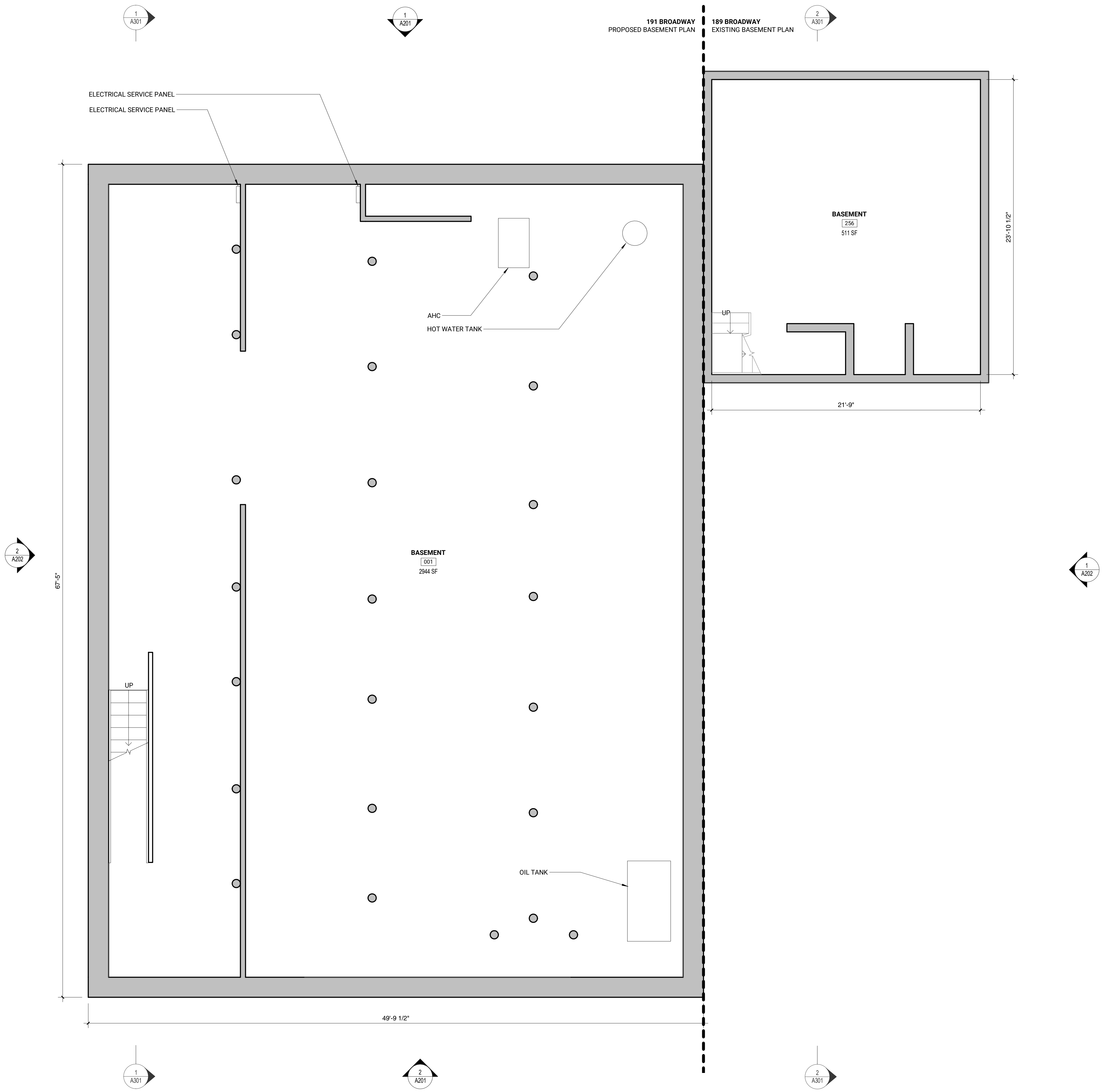
PROJECT NAME:
**Arlington
Animal Clinic**

DATE ISSUED: 5/06/2019
PROJECT #: 17021
SCALE: 1/4" = 1'-0"
DRAWN BY: Emily Driscoll

GROUND FLOOR
DEMOLITION PLAN

D102





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650 COLUMBUS AVE. STE. A
BOSTON MA, 02118
T: 617-606-4496
WWW.MFDS-BOS.COM

CONSULTANTS:

ZONING SET
(NOT FOR CONSTRUCTION)

REVISIONS:

PROJECT NAME:
**Arlington
Animal Clinic**

DATE ISSUED: 5/06/2019
PROJECT #: 17021
SCALE: 1/4" = 1'-0"
DRAWN BY: Emily Driscoll

BASEMENT
CONSTRUCTION PLAN

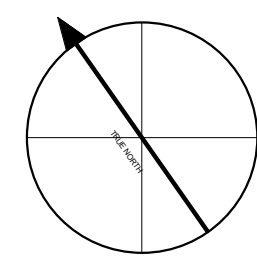
A101

ZONING SET
(NOT FOR CONSTRUCTION)

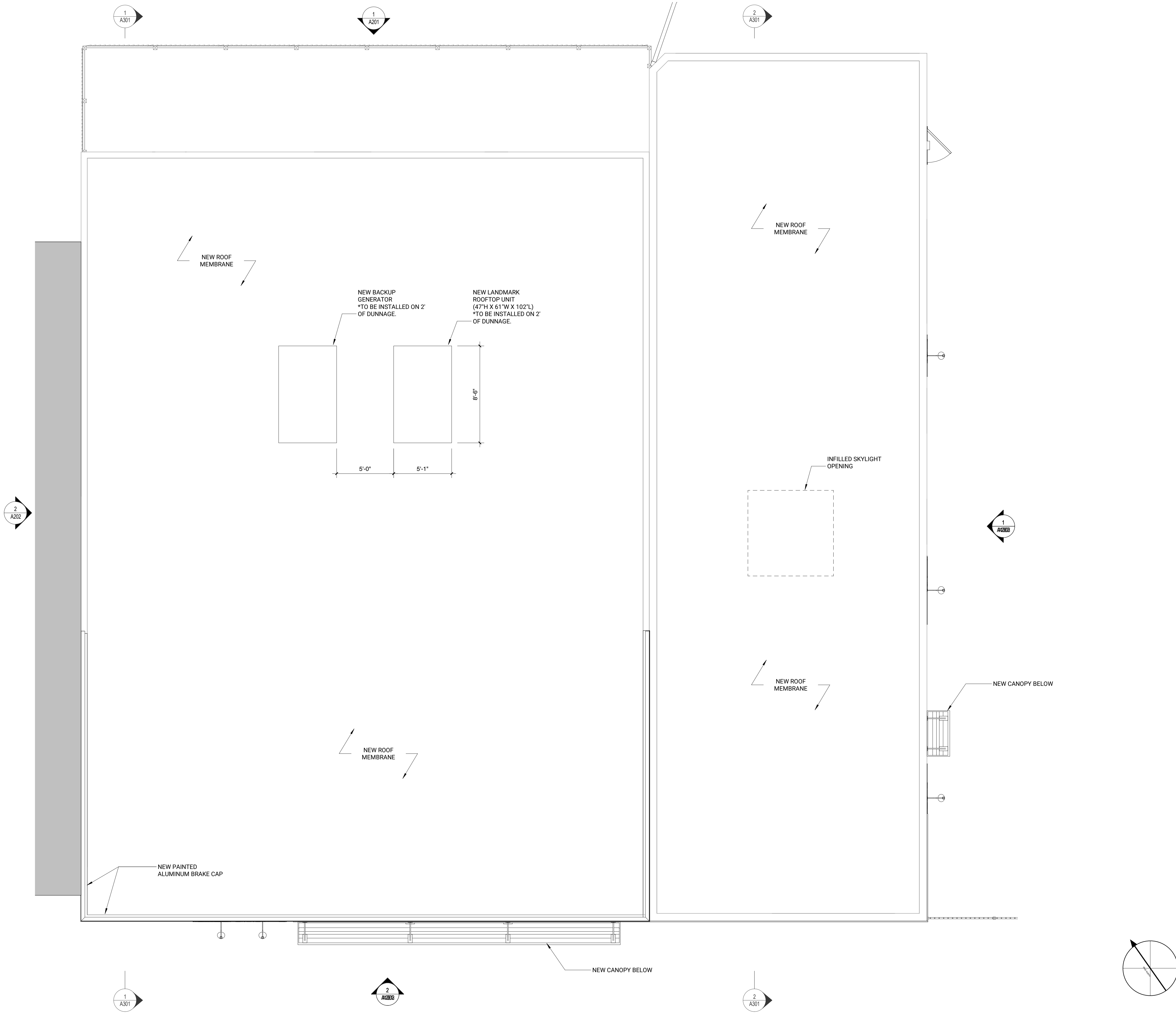
Arlington Animal Clinic

DRAWN BY: Emily Driscoll

A102



NORTH ARROW



CONSULTANTS:

ZONING SET
(NOT FOR CONSTRUCTION)

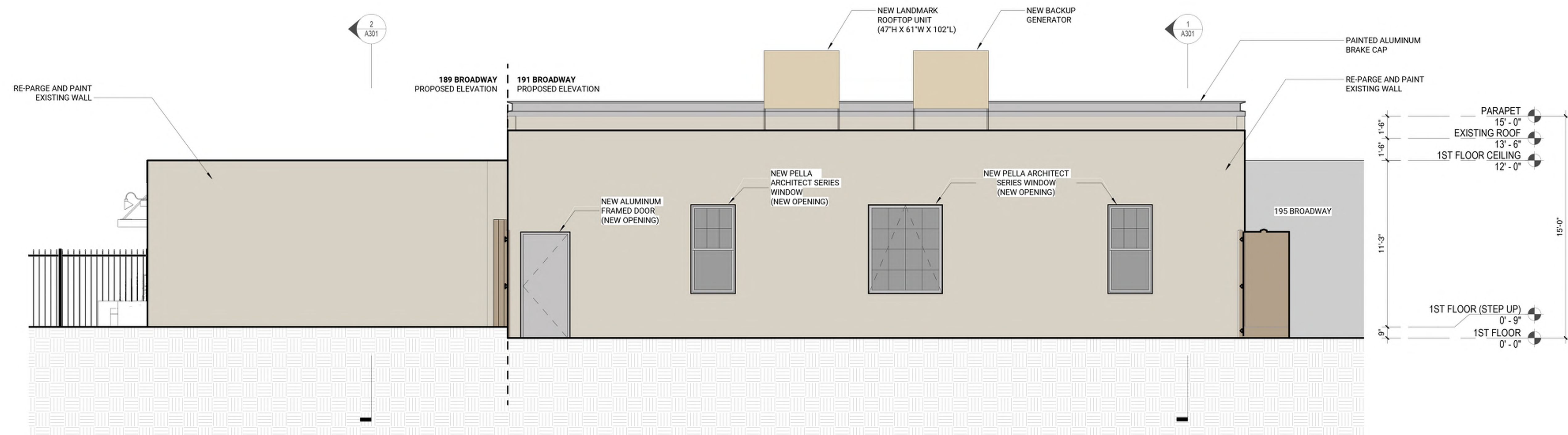
REVISIONS:

PROJECT NAME:
**Arlington
Animal Clinic**

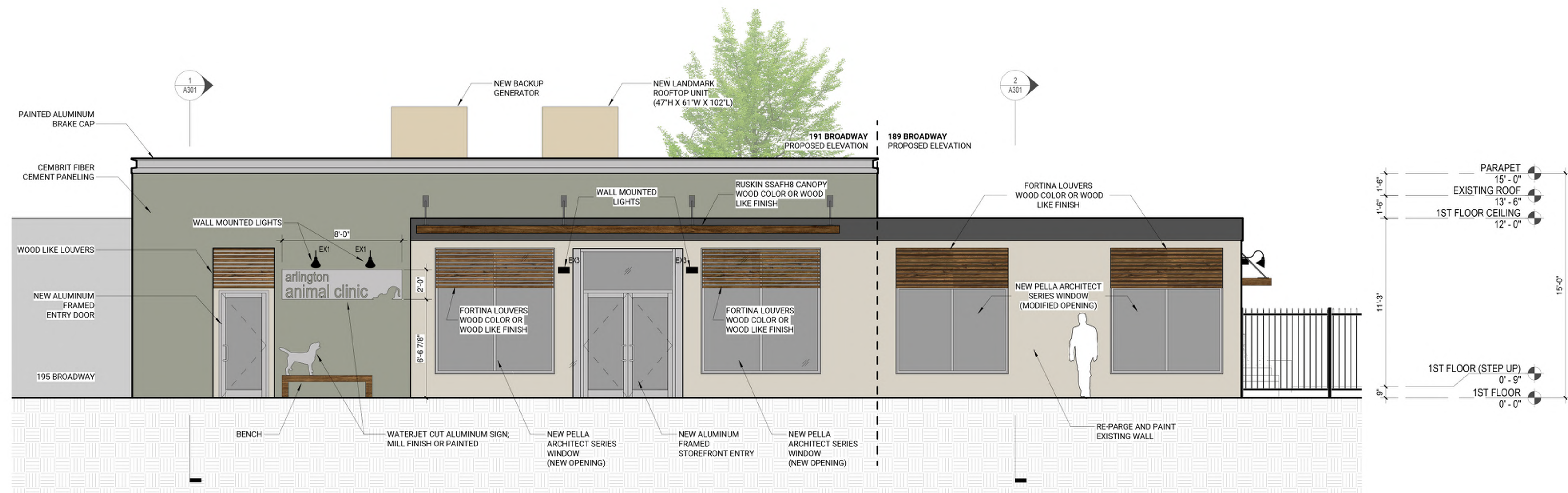
DATE ISSUED: 5/06/2019
PROJECT #: 17021
SCALE: 1/4" = 1'-0"
DRAWN BY: Emily Driscoll

ROOF CONSTRUCTION
PLAN

A103



1 NORTH FACADE ELEVATION
SCALE: 1/4" = 1'-0"



2 SOUTH FACADE ELEVATION
SCALE: 1/4" = 1'-0"

ELEVATION LEGEND

EX1	SHADES OF LIGHT, HUNTER OUTDOOR WALL LIGHT - SMALL
EX2	SHADES OF LIGHT, HUNTER OUTDOOR WALL LIGHT - LARGE
EX3	LED WALL SCONCE (UP & DOWN LIGHT)

MFDS A+P

650 COLUMBUS AVE. STE. A
BOSTON MA, 02118
T: 617-606-4496
WWW.MFDS-BOS.COM

CONSULTANTS:

ZONING SET
(NOT FOR CONSTRUCTION)

REVISIONS:

PROJECT NAME:

**Arlington
Animal Clinic**

DATE ISSUED: 5/06/2019

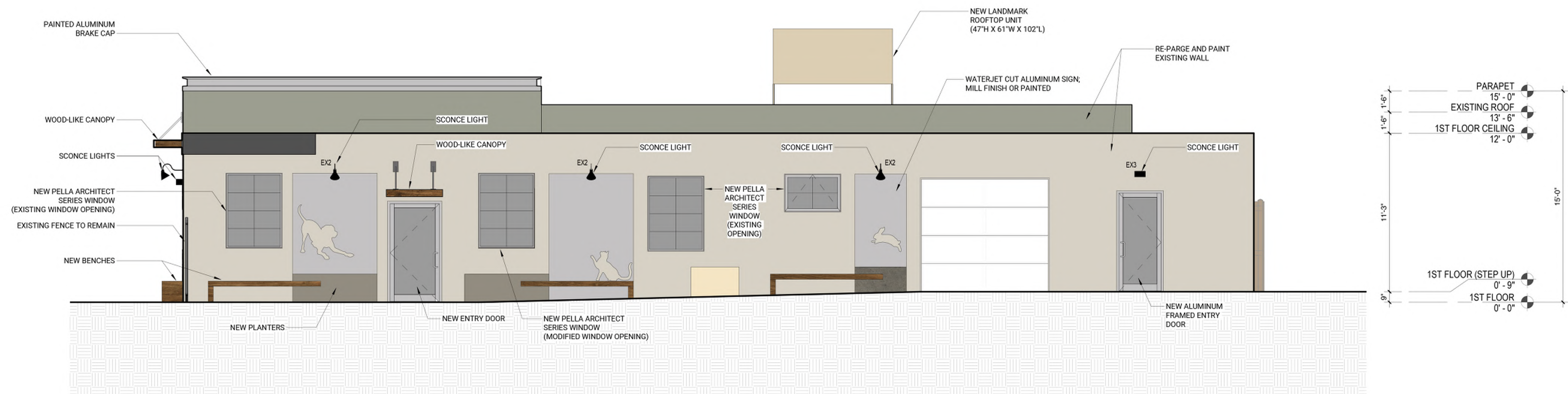
PROJECT #: 17021

SCALE: 1/4" = 1'-0"

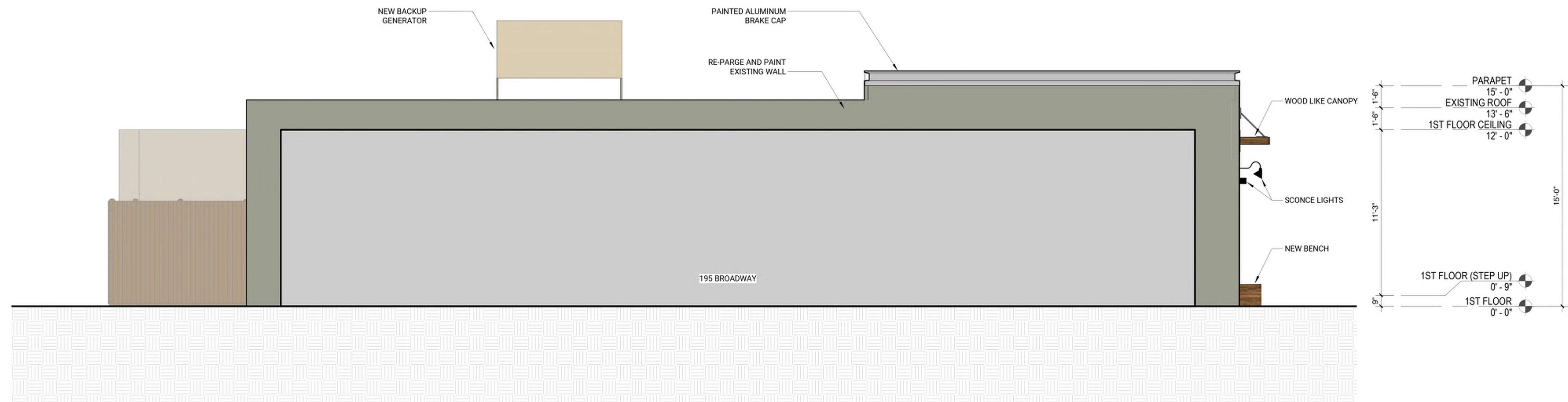
DRAWN BY: Emily Driscoll

NORTH & SOUTH
BUILDING ELEVATIONS

A201



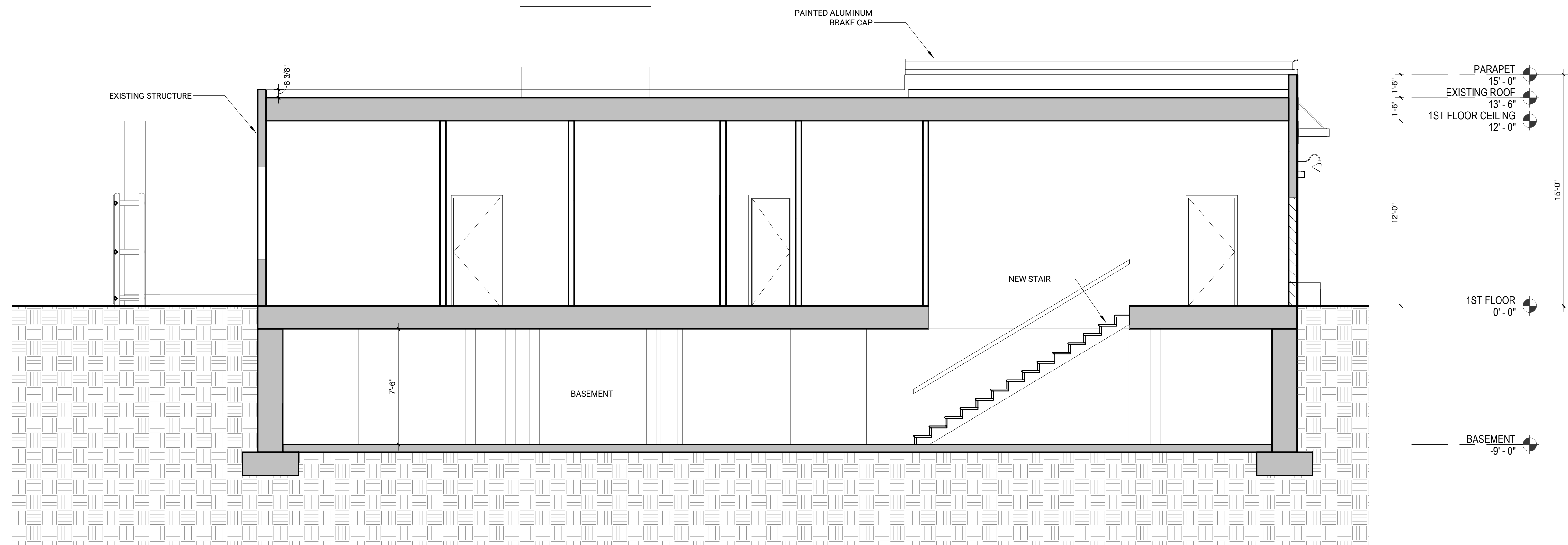
1 EAST FACADE ELEVATION
SCALE: 1/4" = 1'-0"



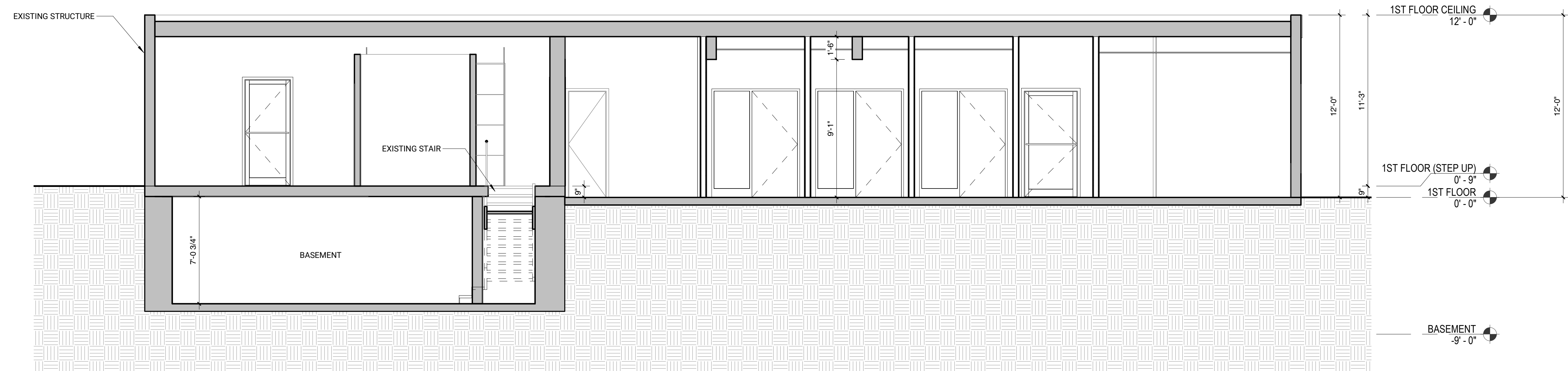
2 WEST FACADE ELEVATION
SCALE: 1/4" = 1'-0"

ELEVATION LEGEND

EX1	SHADES OF LIGHT, HUNTER OUTDOOR WALL LIGHT - SMALL
EX2	SHADES OF LIGHT, HUNTER OUTDOOR WALL LIGHT - LARGE
EX3	LED WALL SCONCE (UP & DOWN LIGHT)



1 WEST BUILDING SECTION - 191 BROADWAY
SCALE: 1/4" = 1'-0"



2 WEST BUILDING SECTION - 189 BROADWAY
SCALE: 1/4" = 1'-0"

CONSULTANTS:

ZONING SET
(NOT FOR CONSTRUCTION)

REVISIONS:

PROJECT NAME:

**Arlington
Animal Clinic**

DATE ISSUED: 5/06/2019

PROJECT #: 17021

SCALE: 1/4" = 1'-0"

DRAWN BY: Emily Driscoll

PROPOSED BUILDING
SECTIONS

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

Required Submittals Checklist

File each in triplicate except for model
References are to Arlington Zoning Bylaw

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

FOR OFFICE USE ONLY

- | | |
|---|-------------|
| <input type="checkbox"/> Special Permit Granted | Date: _____ |
| <input type="checkbox"/> Received evidence of filing with Registry of Deeds | Date: _____ |
| <input type="checkbox"/> Notified Building Inspector of Special Permit filing | Date: _____ |



Town of Arlington, Massachusetts

Construction of the Egerton–Herbert Green Infrastructure Project presentation by Mystic River Watershed Association

Summary:

8:00 p.m.-

- Introduction by Jennifer Raitt

8:30 p.m.

- Patrick Herron, Executive Director of Mystic River Watershed Association will present the results of the recently constructed Egerton Rain Garden – Bioretention project.
- There will be a brief Q&A following this presentation.

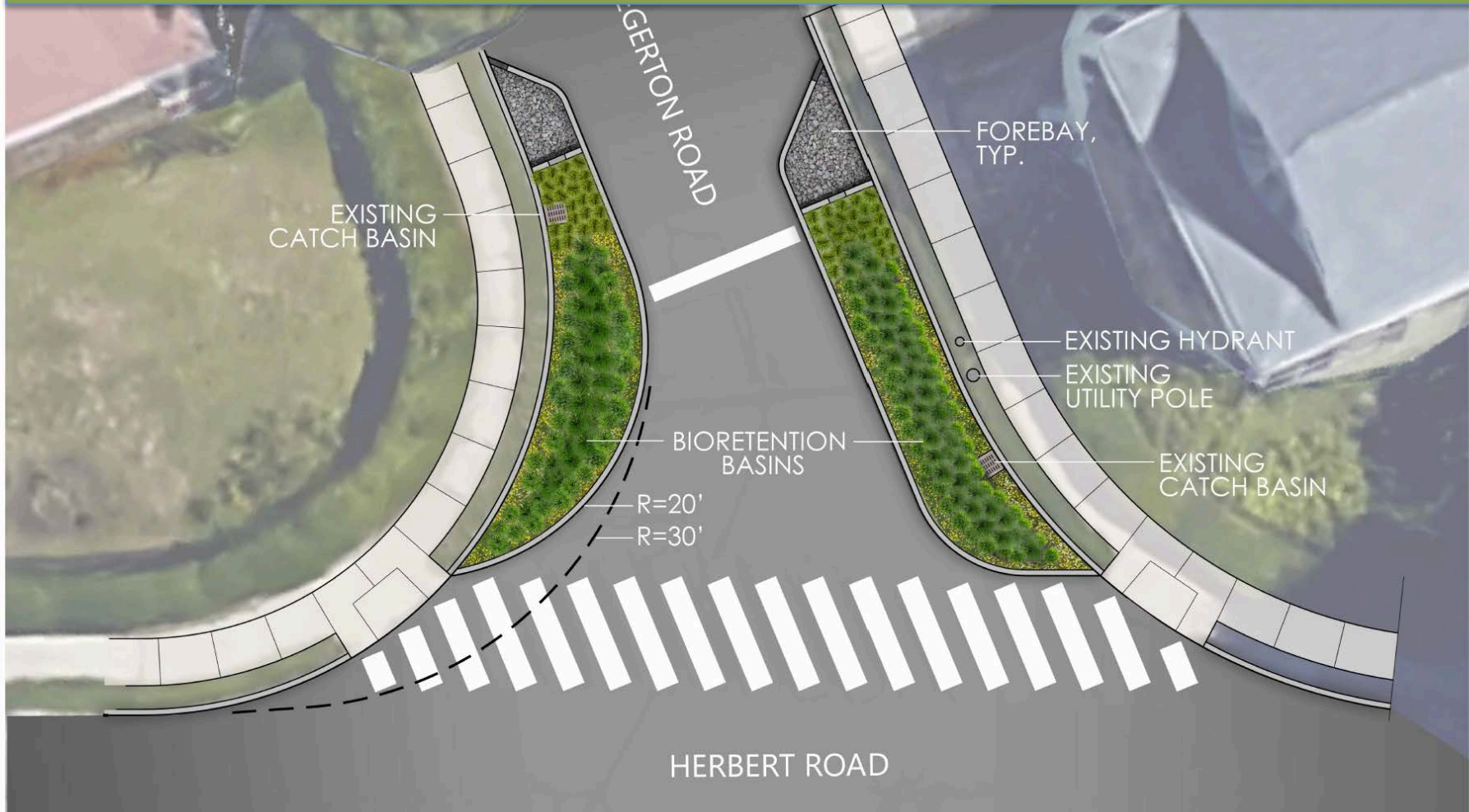
ATTACHMENTS:

Type	File Name	Description
Reference Material	Agenda_Item_2_-_319EgertonProjectPresentation_s.pdf	319 Egerton Project Presentation

Construction of the Egerton – Herbert Green Infrastructure Project



Patrick Herron, MyRWA



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BIORETENTION BASIN CONCEPT PLAN

Egerton Road / Herbert Road Intersection, Arlington, MA

MAY 2017



Phosphorus high in urban stormwater

- Soil particles
- Leaf litter
- Fertilizer
- Pet waste





Evidence of impairment: Invasive plants

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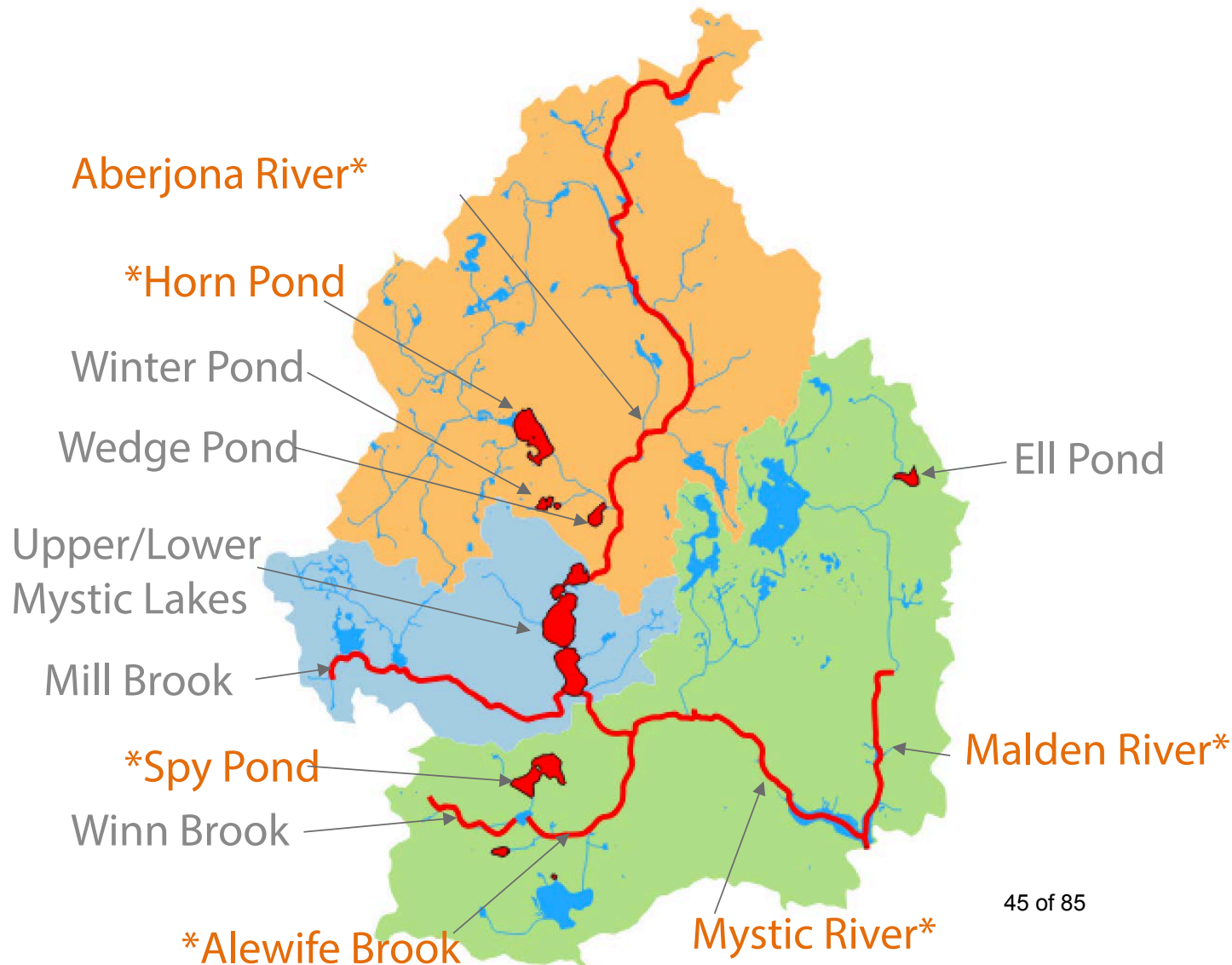
Photo credit: David Mussina

Mystic River Cyanobacteria Bloom Summer 2017



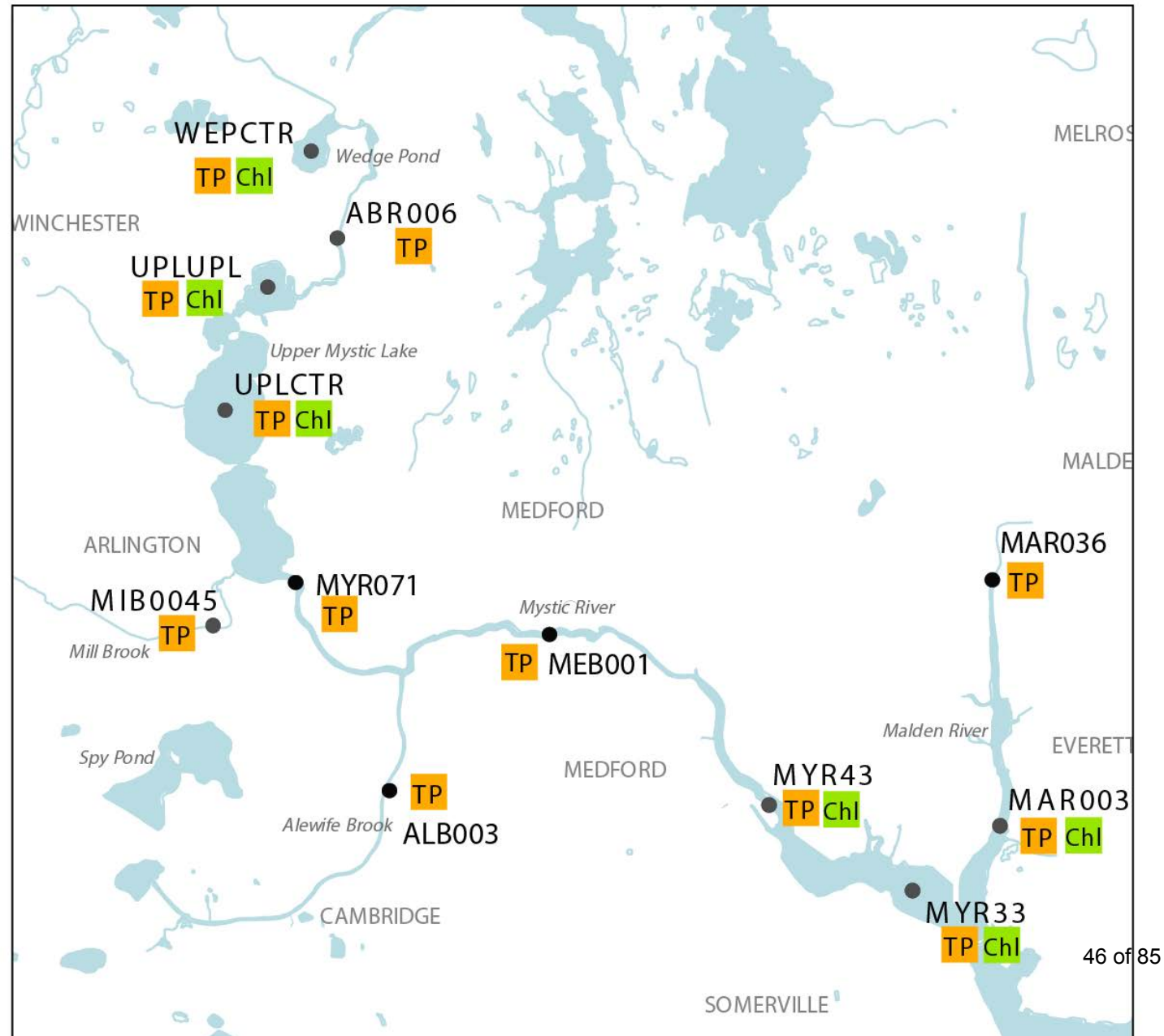
303(d)-listed Water Bodies in Watershed

All category 5 impairments (TMDL required) 2014



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Phosphorus and chlorophyll grab sample locations 2015-2017



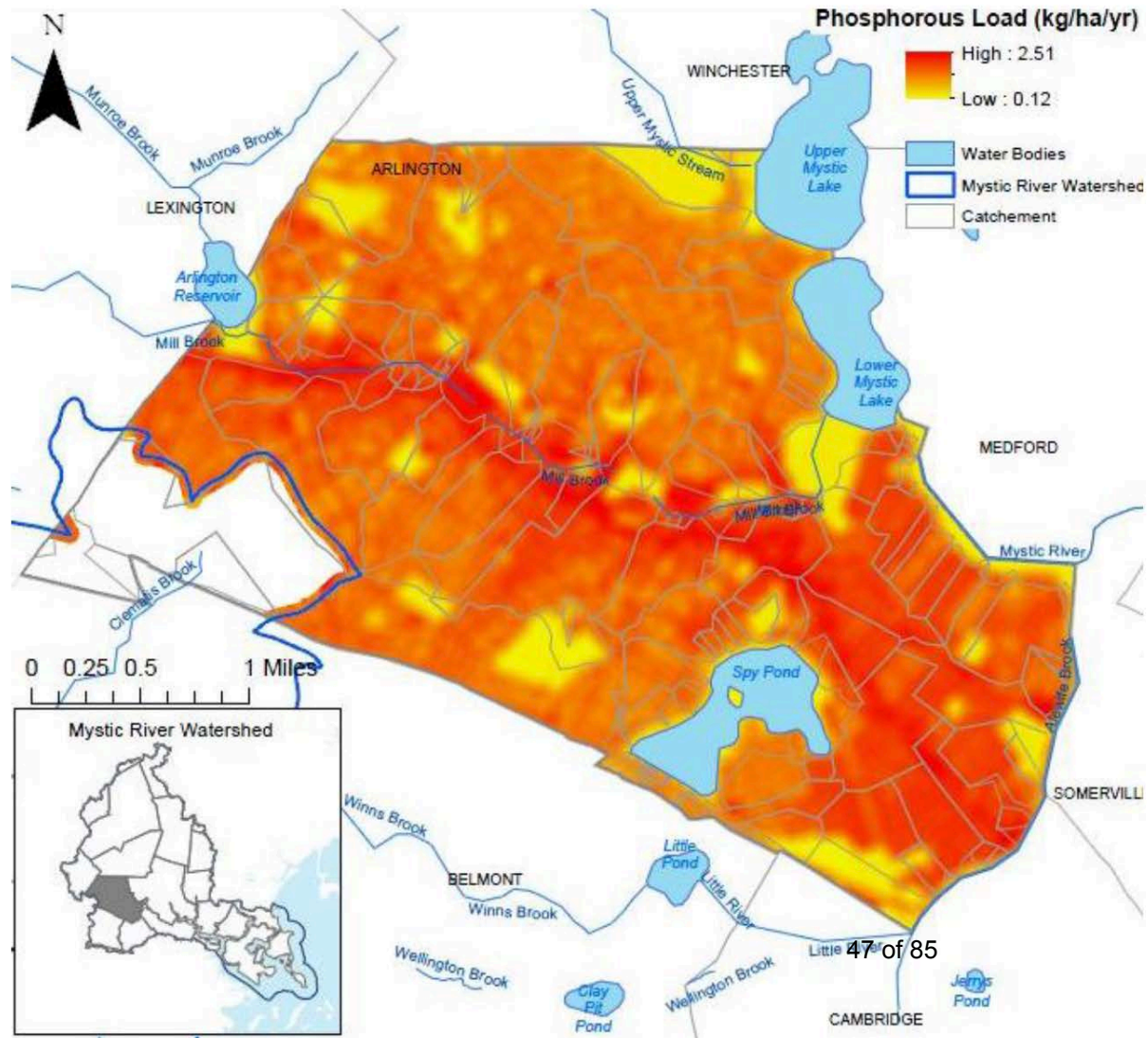
Chl Chlorophyll-a sampling location
TP TP grab sampling location

- Sampling and Analysis Plans each year
- SOPs
- Approved by EPA and DEP

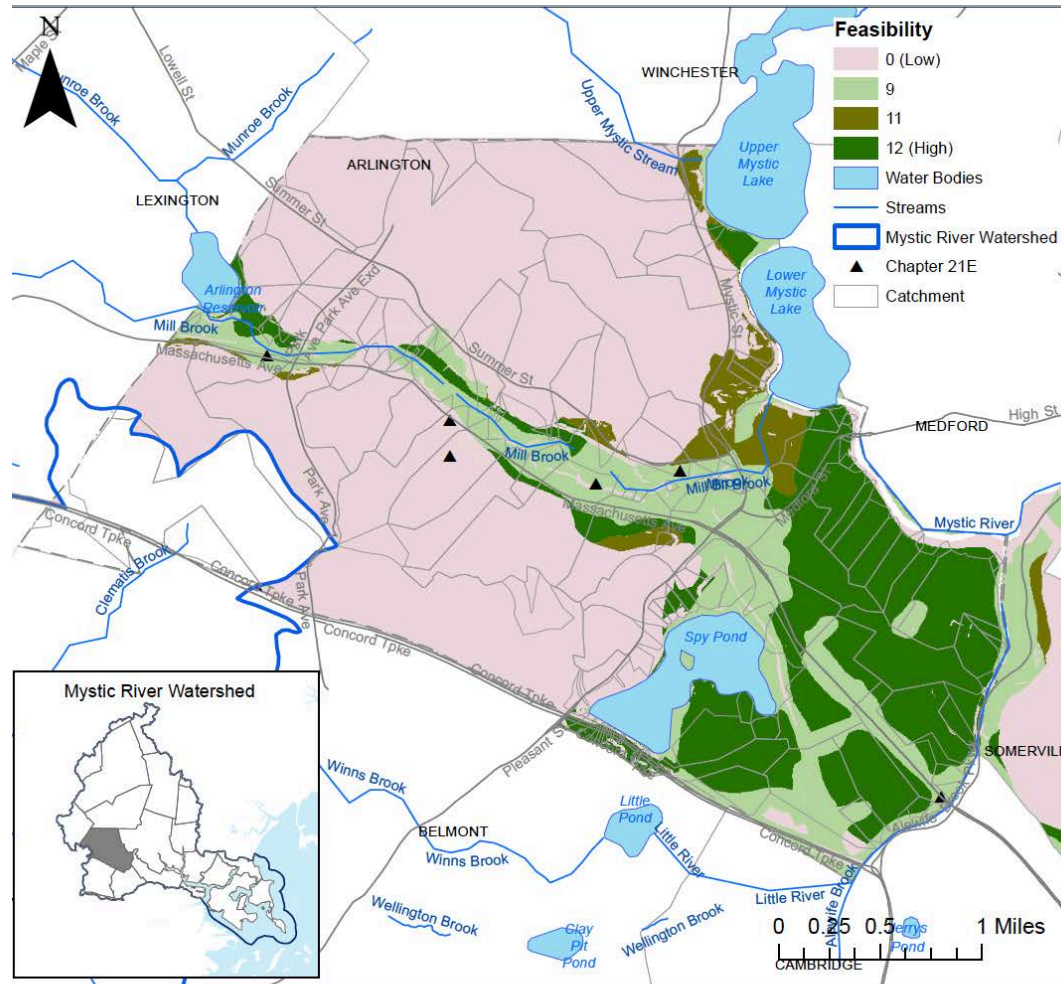
46 of 85

Arlington – Phosphorus everywhere!

Figure 4. Phosphorus load in Arlington as modeled by GIS export coefficient model

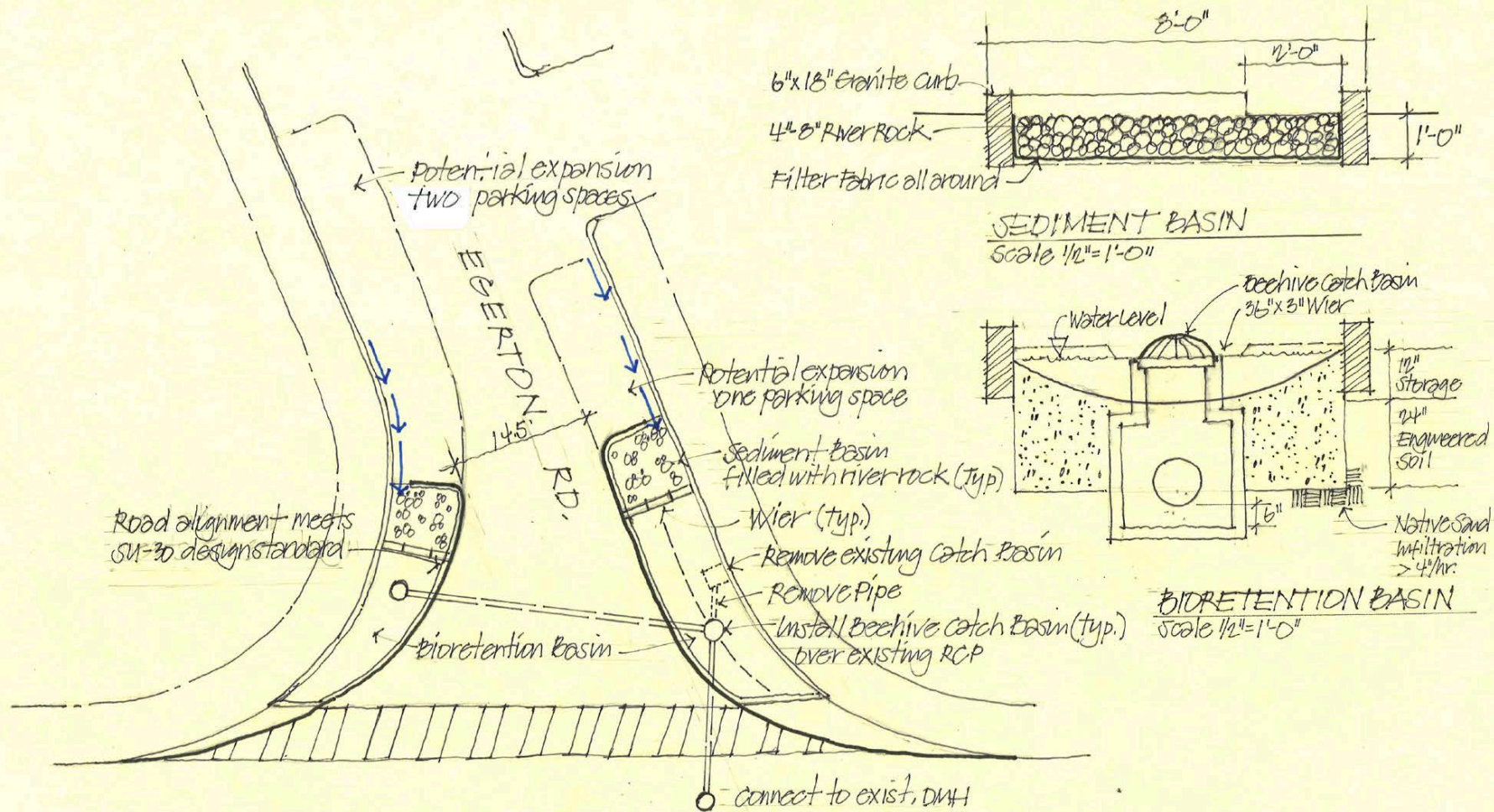


East Arlington – great for infiltration



Egerton and Herbert





SKETCH PLAN

Design Concept for Egerton Rd./Herbert Rd. Intersection
Arlington, MA

June 2014
by
Bioengineering Group

0 5 10 20
50 of 85

Scale 1" = 10'



Site	Drainage Area (acre)	Pollutant Loading Rate (lb/ac/yr) ^a		Percent Pollutant Removal ^b	Annual Load Removed (lbs)
North side	0.53	TSS	465.08	46%	112.5
		TP	1.1	19%	0.1
		Zn	0.79	53%	0.2
South side	0.61	TSS	465.08	70%	197.7
		TP	1.1	34%	0.2
		Zn	0.79	79%	0.4

Source: Tetra Tech (2010) page 161 Bioretention BMP Performance Table.

^a Annual pollutant loading rates for high-density residential.

^b North side percent removal based on depth of runoff treated = 0.1 inches. South side depth of runoff treated = 0.2 inches.

EGERTON ROAD GREEN INFRASTRUCTURE IMPROVEMENTS ARLINGTON, MA

BID DOCUMENTS



Issue Date: March 8, 2018
Drawn By: HH
Rev'd By: DE/SA

Sheet Title:
SITE PLAN

Sheet No:

C-1

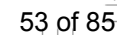
LEGEND:

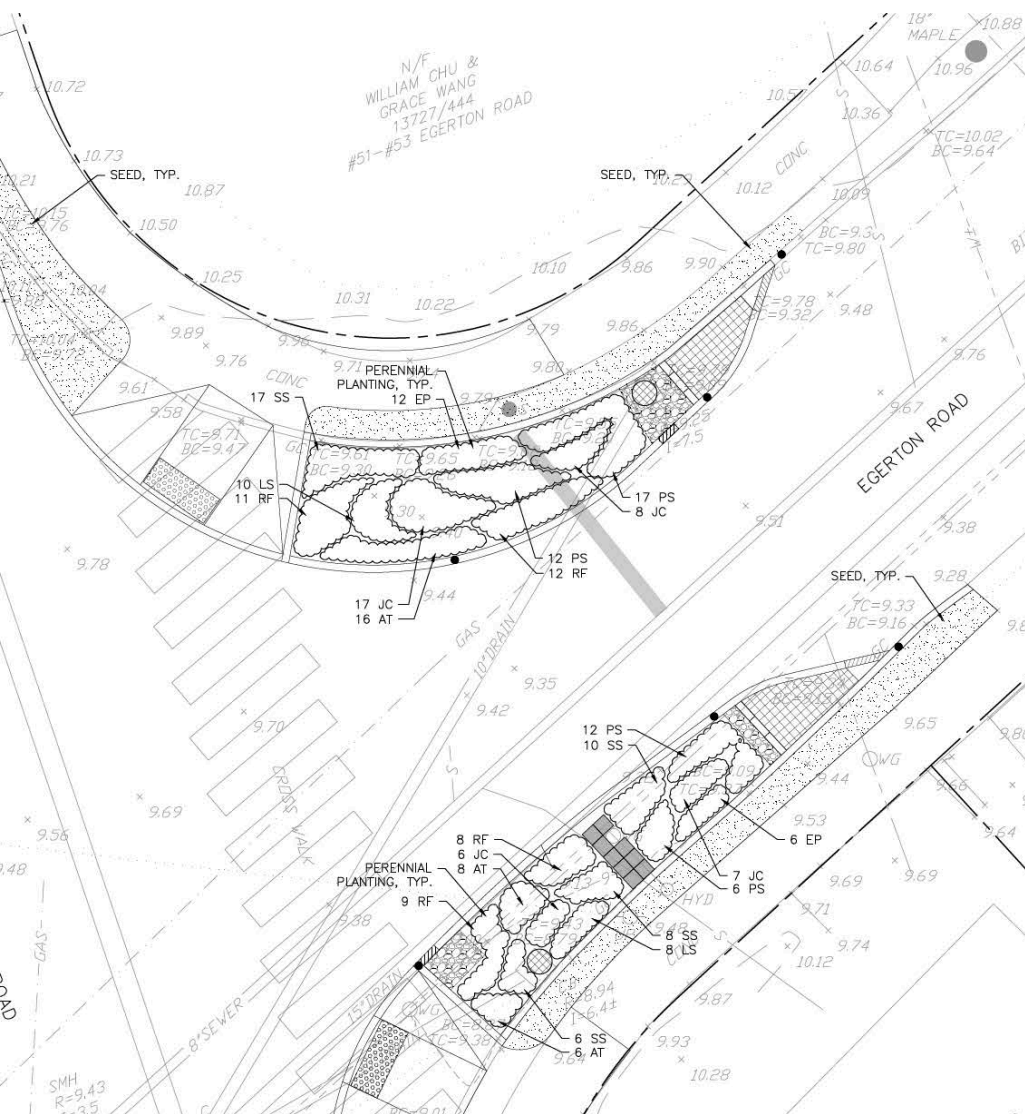
- | | |
|----------|-----------------------------|
| ADJ | ADJUST |
| BIT CONC | BUTYMOUS CONCRETE |
| BC | BOTTOM CURB |
| CB | CATCH BASIN |
| CONC | CONCRETE |
| DMH | DRAIN MANHOLE |
| EX | EXISTING |
| GC | GRANITE CURB |
| HYO | HYDRANT |
| I= | INVERT= |
| LP | LIGHT POLE |
| UP | POST |
| PB | PULL BOX |
| R= | RIM= |
| S | SIGN |
| TC | TOP CURB |
| UP | UTILITY POLE |
| WG | WATER GATE |
| 12" T | 12" TREE |
| --- | EXISTING OVERHEAD WIRES |
| --- | EXISTING WATER LINE |
| --- | EXISTING DRAIN LINE |
| --- | EXISTING SEWER LINE |
| --- | EXISTING DRAIN LINE |
| --- | EXISTING GAS LINE |
| --- | EXISTING CATCH BASIN |
| --- | EXISTING MANHOLE |
| --- | GRANITE CURB (SEE NOTE 12) |
| --- | 6" PERFORATED UNDERDRAIN |
| --- | CLEANOUT |
| --- | DOMED GRATE OVERFLOW |
| --- | STONE DISSIPATOR |
| --- | OPEN CELL CONCRETE PAVEMENT |
| --- | 12"x12" CONCRETE PAVEMENT |

NOTES:

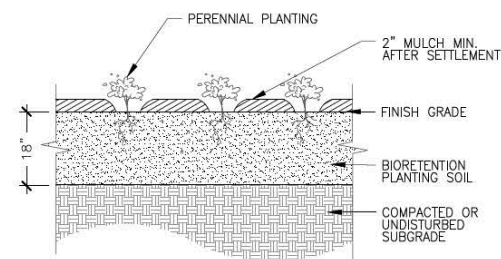
- ELEVATIONS SHOWN HEREON ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88), AND WERE DETERMINED BY GPS OBSERVATIONS AND AN OPUS REDUCTION ON 6/9/2017 BY PRECISION LAND SURVEYING, INC.
- THIS PLAN AND THE SURVEY ON WHICH IT WAS BASED WERE PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND ARE SUBJECT TO THE FINDINGS SUCH A REPORT MAY DISCLOSE.
- PROPERTY LINES WERE NOT INVESTIGATED AS A PART OF THE CURRENT WORK EFFORT.
- THE AREA SHOWN HEREON IS LOCATED IN FLOOD ZONE X (SHADED) AS SHOWN ON THE FLOOD INSURANCE RATE MAP MIDDLESEX COUNTY, MASSACHUSETTS, MAP NUMBER 25017C0419E, EFFECTIVE DATE: JUNE 4, 2010.
- UNDERGROUND UTILITIES WERE COMPILED FROM AVAILABLE RECORD PLANS OF UTILITY COMPANIES AND PUBLIC AGENCIES AND ARE APPROXIMATE ONLY. BEFORE DESIGN AND CONSTRUCTION CALL "DIG SAFE" 1-888-344-7233. SOME DATA IS CONFLICTING AND CAN ONLY BE VERIFIED BY EXCAVATION.
- UTILITY REFERENCES:
 - NATIONAL GRID (GAS) GIS SHEETS ARL-M1235
 - TOWN OF ARLINGTON WATER LINE PLAN L.S. 72
 - TOWN OF ARLINGTON STORM DRAIN PLAN 1303 & 1709
 - TOWN OF ARLINGTON SEWER ASSESSMENT EGERTON RD. 2260
- THE CONTRACTOR SHALL FIELD VERIFY CONDITIONS AND DIMENSIONS PRIOR TO CONSTRUCTION AND REPORT ANY DISCREPANCIES TO THE ENGINEER.
- WHERE AN EXISTING UTILITY IS FOUND TO CONFLICT WITH THE PROPOSED WORK, THE LOCATION, ELEVATION, AND SIZE OF THE UTILITY SHALL BE APPROPRIATELY DETERMINED WITHOUT DELAY BY THE CONTRACTOR AND THE INFORMATION FURNISHED TO THE ENGINEER FOR RESOLUTION.
- ALL UTILITY COMPANIES, PUBLIC AND PRIVATE, MUST BE NOTIFIED, INCLUDING THOSE IN CONTROL OF UTILITIES NOT SHOWN ON THIS PLAN, PRIOR TO EXCAVATING, BLASTING, INSTALLING, BACKFILLING, GRADING, PAVEMENT RESTORATION OR REPAIRING.
- THE CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES EXCEPT THOSE NOTED TO BE ABANDONED, REMOVED AND DISPOSED.
- THE CONTRACTOR SHALL DISPOSE OF ALL WASTE MATERIAL IN ACCORDANCE WITH ALL FEDERAL, STATE, AND LOCAL REQUIREMENTS AT HIS/HER OWN EXPENSE, OUTSIDE OF THE PROJECT LIMITS.
- CURB, SIDEWALK, BASIN INLETS, AND ADA CURB RAMPS WERE INSTALLED BY TOWN ENGINEER IN NOVEMBER 2017 UNDER SEPARATE CONTRACT. CONTRACTOR TO VERIFY CURB AND CURB INLET LOCATIONS AND ELEVATIONS AS PART OF THIS CONTRACT PRIOR TO CONSTRUCTION.
- WORK INCLUDING FURNISHING AND INSTALLING TRAFFIC DELINEATORS, REMOVAL AND REPLACEMENT OF PAVEMENT MARKINGS, AND RELOCATION OF SIGNAGE ARE NOT PART OF THIS CONTRACT AND ARE TO BE COMPLETED BY OTHERS.







QTY.	SYM.	SCIENTIFIC NAME	COMMON NAME	CONTAINER	COMMENTS
30	AT	<i>Asclepias tuberosa</i>	Butterfly Weed	Quart	12" O.C.
18	EP	<i>Echinacea purpurea</i>	Purple Cone Flower	Quart	12" O.C.
38	JC	<i>Juncus canadensis</i>	Canada Rush	Quart	12" O.C.
18	LS	<i>Liatris spicata</i>	Gayfeather	Quart	12" O.C.
47	PS	<i>Panicum virgatum</i> 'Shenandoah'	Switchgrass	#2 Cont.	15" O.C.
40	RF	<i>Rudbeckia fulgida</i>	Black Eyed Susan	#1 Cont.	15" O.C.
41	SS	<i>Schizachyrium scoparium</i>	Little Bluestem	Quart	12" O.C.
232	TOTAL				



1 BIORETENTION BASIN PLANTING

SCALE: NTS

NOTES:

1. NO PLANTING MATERIALS SHALL BE INSTALLED PRIOR TO ACCEPTANCE OF GRADING BY THE OWNER'S REPRESENTATIVE.
2. ALL DISTURBED AREAS SHALL RECEIVE THE FOLLOWING TREATMENT: RAKE/SCARIFY SURFACE OF TOPSOIL, APPLY OWNER APPROVED TURF SEED MIX BY HAND OR USING BRILL-TYPE SEEDER (2 APPLICATIONS 90 DEGREES FROM ONE ANOTHER), COMPACT SURFACE WITH LAWN ROLLER.
3. ALL PLANTS SHALL BE STRAIGHT SPECIES, NO CULTIVARS SHALL BE USED, UNLESS OTHERWISE NOTED.
4. ALL PLANT MATERIAL SHALL CONFORM TO THE MINIMUM GUIDELINES ESTABLISHED FOR NURSERY STOCK PUBLISHED BY THE AMERICAN SOCIETY OF NURSERYMEN, INC. IN ADDITION, ALL NEW PLANT MATERIAL FOR THE PROJECT SHALL BE OF SPECIMEN QUALITY.
5. THE CONTRACTOR SHALL SUPPLY ALL NEW PLANT MATERIAL IN QUANTITIES SUFFICIENT TO COMPLETE THE PLANTING PLAN SHOWN.
6. ANY PROPOSED SUBSTITUTION OF PLANT SPECIES SHALL BE MADE WITH PLANTS OF EQUIVALENT OVERALL FORM, HEIGHT, BRANCHING HABIT, FLOWER, LEAF, COLOR, FRUIT AND CULTURE AND ONLY AFTER WRITTEN APPROVAL BY THE OWNER'S REPRESENTATIVE.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR REPLACING ALL DAMAGED, STOLEN, DEAD, DECLINING OR LOST MATERIAL UNTIL COMPLETION OF THE (1) YEAR MAINTENANCE AND GUARANTEE PERIOD.



Photo credit: Patrick Herron



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Photo credit: Patrick Herron



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Photo credit: Patrick Herron



Small: Bioretention basin / Raingarden

60 of 85

Photo credit: Patrick Herron

Hardy School, Arlington

This project has been financed with Federal Funds from the United States Environmental Protection Agency (EPA) to the Massachusetts Department of Environmental Protection under an s. 319 competitive grant.

Funders



Partners



Contractors



Richard D'Ambrosia
Construction

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Large: Stormwater constructed wetland

Alewife Reservation, Cambridge



Town of Arlington, Massachusetts

ARB Property Portfolio update:

Summary:

8:30 p.m. - • Arlington Retirement Board lease update
8:40 p.m. Staff will present a lease update and Board members will review, discuss, and vote.

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Agenda_Item_3_-_Memo_regarding_lease_update_5-30-19.pdf	Memo regarding lease update 05-30-19



TOWN OF ARLINGTON
DEPARTMENT OF PLANNING and
COMMUNITY DEVELOPMENT

TOWN HALL, 730 MASSACHUSETTS AVENUE
ARLINGTON, MASSACHUSETTS 02476
TELEPHONE 781-316-3090

MEMORANDUM

To: Arlington Redevelopment Board

From: Jennifer Raitt, Director, Planning and Community Development

Date: May 30, 2019

RE: ARB Property Portfolio Update – Arlington Retirement Board lease

Arlington Retirement Board lease

The Arlington Redevelopment Board lease with the Arlington Retirement Board ends on June 30, 2019. I recommend that the Board extend the initial lease term for one year beginning on July 1, 2019 to June 30, 2020. The tenant will remain in their current leased space through December 31, 2019. The tenant will move to 453 square feet of leased space in Suite 202 from January 1, 2020 through June 30, 2020. The Board will have the option to renew the lease for one additional year with a lease term ending on June 30, 2021.



Town of Arlington, Massachusetts

ARB Rules and Regulations draft amendment

Summary:

- 8:40 p.m. -
9:00 p.m.
- Staff and board members will discuss amended Rule and Regulations – added Rule 19 for Review of religious and Educational Uses.
 - Board may vote on amended language.

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Agenda_Item_4_-_ARB_Rules_and_Regs_with_Dover_Review.pdf	ARB Rules and Regs wit Dover Review

Arlington Redevelopment Board Rules and Regulations



Town of Arlington Redevelopment Board Rules & Regulations

On August 6, 2018, pursuant to M.G.L. Chapter 40A § 9, the Arlington Redevelopment Board held a Public Hearing to solicit comments on proposed Rules and Regulations and voted 5-0 to adopt Rules and Regulations as the official Arlington Redevelopment Board Rules and Regulations.

For questions regarding these rules and regulations, please contact the Department of Planning and Community Development at 781-316-3090 or go to www.arlingtonma.gov/arb.

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4	Presiding Officer	3
5	Meetings	3
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7	Parliamentary Guidelines	3-4
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9	Record Keeping	4
10	Filing Deadlines and Submittals for Regular Meetings	4-6
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12	Fees for Appearing Before the Redevelopment Board	6
13	Application Timetables and Expiration	7
14	Environmental Design Review Submittal Requirements	7-8
15	Board Decisions	8
16	Code of Ethics Conduct	8-9
17	Rules for Hiring Outside Consultants under M.G.L. c. 44 § 53G	9-10
18	Sign Applications/ Review Procedures Administrative Approval	10-11
<u>19</u>	<u>Review of Religious and Educational Uses</u>	<u>11-12</u>

RULE 1 : AMENDMENT AND REVISION

These Rules may be replaced, revised or amended at any time by a majority vote of the Redevelopment Board, where permissible under Federal, State, and local law.

RULE 2 : BOARD OFFICERS

The first Redevelopment Board meeting in January shall begin as an organizational meeting. At that time, the Board shall elect a Chairperson and a Vice Chairperson. If a vacancy occurs in the office of Chairperson, the board shall elect a new Chairperson from among its members before two (2) regular meetings have passed. If a vacancy occurs in the office of Vice Chairperson, the board shall elect a new Vice Chairperson from among its members before two (2) regular meetings have passed.

RULE 3 : ROLE OF THE CHAIRPERSON

The Chairperson shall coordinate with the Secretary Ex-Officio to schedule meetings and submit agendas to the Town Clerk in accordance with M.G.L. c. 30A, §§ 18-25 ("Massachusetts Open Meeting Law"). The Chairperson shall serve as ex-officio member of all Redevelopment Board committees, and as such shall have full power and authority to attend all meetings of such committees and subcommittees, including any portions of such meetings held in closed or executive sessions but shall have the right to vote only in the case of a tie.

RULE 4 : PRESIDING OFFICER

The Chairperson of the Redevelopment Board shall preside at the meetings of the Redevelopment Board. In the absence of the Chairperson, the Vice Chairperson shall preside. In the absence of both, the members present will elect a board member to preside over the meeting. In the event that the Chairperson can no longer serve, the Vice Chairperson shall assume the powers and duties of the Chairperson.

RULE 5 : MEETINGS

The Redevelopment Board will meet on the 1st and 3rd Mondays of each month, at 7:30 p.m., except not on federal and state holidays, in the Town Hall Annex, Second Floor Conference Room, unless otherwise posted with proper notice in accordance with the Massachusetts Open Meeting Law. The frequency, time, and place may be changed by a majority vote of the Board. Executive sessions shall be authorized and governed by M.G.L. c. 30A, § 21. Any three members of the Redevelopment Board may schedule a meeting of the Redevelopment Board and must submit the agenda to the Town Clerk in accordance with the Massachusetts Open Meeting Law.

RULE 6 : MEETING FORMAT

During meetings or Public Hearings at which the Redevelopment Board is considering applications for approvals or special permits, the applicant shall be recognized for presentation, followed by staff comments, questions and comments by Board Members, questions and comments by abutters and other members of the public as addressed to the Chair, and additional questions and comments by Board Members and comments by staff. In presentations by abutters and the public, the Board may grant wide latitude in allowing people to speak, while reserving the right to limit presentations which are not relevant to the matters being discussed or are repetitive. Presentations by abutters and the public are always directed to the Board; it is not intended to allow discussion between those in attendance and the applicant. Time limits may be set by the Redevelopment Board prior to the beginning of a meeting or whenever necessary to facilitate discussion and deliberation in an orderly manner.

No person shall address a meeting of the Redevelopment Board without the permission of the presiding officer, and all persons shall, at the request of the presiding officer, be silent. No person shall disrupt the proceedings of the Redevelopment Board. If, after clear warning from the presiding officer, a person continues to disrupt the proceedings, the presiding officer may order the person to withdraw from the meeting and if the person does not withdraw, the presiding officer may authorize a constable or other officer to remove the person from the meeting per M.G.L. c. 40A.

RULE 7 : PARLIAMENTARY GUIDELINES

In all matters of parliamentary procedure not provided for in the constitution and laws of the Commonwealth and the Town Manager Act or explicitly elsewhere in these rules, the presiding officer and the members shall be guided by the principles of fairness, clarity, and efficiency, in that order. In determining any parliamentary questions, due regard shall be given to the entire scholarship of parliamentary procedure, with particular emphasis on Robert's Rules of Order, but guidance may also be provided by other authorities and examples of parliamentary procedure, including reference to rules and rulings of state and local legislative bodies.

RULE 8 : QUORUM

Four members of the Redevelopment Board shall constitute a quorum for M.G.L. c. 40A § 9 to grant a special permit.

RULE 9 : RECORD KEEPING

Unless otherwise provided for by the Redevelopment Board, the Secretary Ex-Officio shall keep a record of the proceedings and perform such duties as may be assigned by other Redevelopment Board vote. The Secretary Ex-Officio shall transmit copies of the previous meeting's minutes to all Board members prior to the next scheduled meeting. After the minutes have been approved by the Redevelopment Board, a copy shall be forwarded to the Town Clerk. Copies of the minutes of each meeting of the Redevelopment Board shall be posted online and may be requested through the Town Clerk who will provide copies of the requested minutes. Audio and visual recordings of meetings may be made and kept at the discretion of the Secretary Ex-Officio. If audio or visual recordings of meetings are made, the Chair shall notify the Board, participants, and the public at the start of the meeting.

RULE 10 : FILING DEADLINES AND SUBMITTALS FOR REGULAR MEETINGS

The submission of materials, incorporating materials into the agenda, the delivery of materials to the Board, and the posting of materials to the Town Clerk and on the website are all time sensitive and dependent on one another. The following chart outlines the responsible party and timeframe that each action shall occur:

ARLINGTON REDEVELOPMENT BOARD SUBMITTALS SCHEDULE			
1	<i>Agenda material submission</i>	Department of Planning and Community Development (DPCD) Director, staff, ARB members, general public	Any time prior to submission deadline
2	<i>Agenda material submission ends</i>	DPCD Director, staff, ARB members, general public	12 p.m. Friday of the week prior to the week before the

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			meeting date
3	<i>Agenda finalized</i>	DPCD staff, ARB chair	4 p.m. Monday of the week prior to meeting; if holiday, then Tuesday of the week prior to meeting date
4	<i>Meeting packet finalized</i>	DPCD staff	4 p.m. Tuesday of the week prior to meeting date
5	<i>Agenda posted to Clerk and website</i>	DPCD administrative assistant	12 p.m. Wednesday of the week prior to meeting date
6	<i>Meeting packet made available to ARB members and members of the public</i>	DPCD administrative assistant	12 p.m. Wednesday of the week prior to meeting date

This workflow ensures effective and efficient business practices, accountability, and consistency in the ARB meeting process. “Material Submitters” are considered anyone who submits an agenda item or agenda item reference materials, including ARB members, DPCD staff, and the general public. All material submitters shall: submit reference materials for inclusion in the agenda packet as early in the process as possible; notify DPCD Administrative staff if reference materials will not meet that deadline; and submit reference and all supporting materials digitally as a Microsoft Office compatible file, a PDF, a common image format, or as an email. If any deadline cannot be met, the DPCD staff has the right to enforce the workflow policy; agenda items and reference materials that do not meet the deadline will not be included and will be moved to the following meeting. Further, the Board will not accept new supplemental application materials anytime between the posting of a meeting notice and the night of the meeting.

The DPCD Director and staff shall review and develop agenda items and reference materials at any time prior to the deadline for any ARB meeting; request a Material Submitter to submit reference materials in digital format as described above; post the agenda prior to the meeting in accordance with the schedule; distribute or notify the appropriate parties when the agenda packet is finalized and available; and print agendas, certain reference materials, or entire agenda packets as needed for meetings. Printed agendas, certain reference materials, or entire agenda packets may be requested from the DPCD Administrative Staff by 10 a.m. on Friday prior to the meeting date.

RULE 11 : LEGAL NOTIFICATION

Before granting a special permit, the ARB shall hold a public hearing, notice of which shall be given by the Department of Planning and Community Development in a local newspaper once in each of two successive weeks with the first publication to be not less than fourteen (14) days before the date of hearing, and to owners of all property abutting the proposed development or land in the same ownership or contiguous ownership, and to all property owners deemed by the ARB to be affected specifically thereby. The ARB shall upload all application materials through NovusAgenda and make one copy available at the Department of Planning and Community Development.

RULE 12 : FEES FOR APPEARING BEFORE THE REDEVELOPMENT BOARD

The Redevelopment Board has the authority to set and adjust the fees periodically for appearing before the Redevelopment Board. The current fee schedule as of August 2018 is:

Minimum Fee for any application	\$500.00
New Construction fee	\$0.20/square ft. of new construction

RULE 13 : APPLICATION TIMETABLES AND EXPIRATION

All Special Permits before the Redevelopment Board are subject to the following timelines. Within 10 days of receipt of application, copies of the application must be transmitted by the Department of Planning and Community Development to Inspectional Services. Following staff evaluation of the proposal, the DPCD may determine that any of the following Boards, Departments, or Commissions need to be notified as part of project review: Board of Health; Conservation Commission; Public Works; Engineering; Historical Commission; Historic Districts Commission; Fire Department; Police Department; and Zoning Board of Appeals. All other boards, commissions, or departments will be given 35 days to respond. Failure to respond will be deemed to be lack of opposition. Additionally:

1. Hearings must start within 65 days of application submission.
2. Once the hearing has commenced, it may be continued. If continued beyond 90 days, the petitioner must receive a written agreement from the ARB in order to continue the hearing.
3. Final action must be taken by the Redevelopment Board within 90 days of the hearing's closure. If decision is not reached within 90 days after closure of the hearing, petitioner may notify the Town Clerk and abutters within 14 days after the 90th day that they are seeking approval of its application for failure of the Redevelopment Board to act on its application within 90 days, or any extended time period beyond the 90 days, pursuant to M.G.L. c.40A, § 9, and comply with the requirements set forth therein.
4. Within 14 days of the Board's final action, the Board must file a record of its Decision in the Town Clerk's Office pursuant to M.G.L. c. 40A, § 9.

RULE 14 : ENVIRONMENTAL DESIGN REVIEW SUBMITTAL REQUIREMENTS

For any project subject to an Environmental Design Review Special Permit, applicants and the Board shall reference and apply the Town of Arlington's Design Standards. These were developed to provide direction for the design of new development and redevelopment primarily in commercial and industrial areas (Business Districts, Industrial Districts, Multi-Use Districts, and for Mixed-Use Development). The Standards focus on development along Massachusetts Avenue, Broadway, the Minuteman Bikeway, and the Mill Brook areas.

All applications shall include plans certified by the land surveyor conducting the boundary survey and professional engineer or architect on the location of the building(s), setbacks, and all other required dimensions, elevations, and measurements. Plans shall be signed under the penalties of perjury. Corner points of a lot (or lots under common ownership) and the change of direction of lines to be marked by stone monuments, cut in stone, stake and nail, iron pin, or other marker shall be marked on plans. The site plan shall be subject to the standards of the Arlington Zoning Bylaw Section 3.4 and the ARB shall make a determination that the project meets these standards.

Submittals include but are not limited to the following:

1. **3-D Rendering.** 3-D renderings are required showing the parcel, abutting streets, proposed contours, proposed buildings, and the massing of abutting buildings. This requirement may be waived by DPCD staff for small projects. Proposals may also be required to provide computer-generated overlays on existing photographs.

2. **Physical Model.** The Board may request a physical model.
3. **Drawing of Existing Conditions.** A drawing (at a minimum of 1" = 20' unless another scale is found suitable by DPCD) showing the location, type, size, or dimension of existing trees, rock masses, existing topography at 2' contours, and other natural features with designations as to which features will be retained. In order to meet the conditions for approval of a Special Permit, all existing trees, rock masses, and other natural features shall be retained until a special permit is approved.
4. **Drawings of Proposal.**
 - i. Building/ Structure: Drawings illustrating the color and type of exterior materials including front, rear, and side elevations where there are no adjoining buildings. Floor plans are required for all floor levels.
 - ii. Landscape: Drawings showing the location, dimensions, and arrangements of all open spaces and yards, including type and size of planting materials, the color and type of surface materials, methods to be employed for screening, and proposed topography at 2' contours.
 - iii. Site Plan: A site plan is required including drainage, utilities, location of parking, and other site features.
5. **Photographs.** Photographs showing the proposed building site and surrounding properties. Applications for alterations and additions shall include photographs showing existing structure or sign to be altered and its relationship to adjacent properties.
6. **Samples.** The Board may request that the applicant provide physical samples of building materials.
7. **Impact Statement.** Applicant shall explain how each of the environmental design review standards is incorporated into the design of the proposed development. Where a particular standard is not applicable, a statement to that effect will suffice. An environmental impact report or statement prepared in accordance with state or Federal regulations may be accepted as a substitute in lieu of this statement, provided it explains how each of the environmental design review elements is incorporated into the design
8. **Signs.** Application for permit and accompanying plans as specified in Rule 14 for each sign that is to be erected on the proposed structure(s). In lieu of the required submittals listed above, an application for a special permit for a temporary sign per the Arlington Zoning Bylaw 6.2.4(M) shall include an overall signage plan comprised of the information required under the Arlington Zoning Bylaw Section 6.2.10 as well as perspectives, renderings, photographs, models, or other representation sufficient to show the nature of the proposed overall signage plan and its effect on the immediate surroundings.

All materials must be submitted in an electronic format. Additionally, two full sets of plans, submittal documents, and any supplemental documents are required for submission. The Board may request additional documents during the review and approval process, as well as following special permit approval.

RULE 15 : BOARD DECISIONS

The ARB shall review the plans and may grant a special permit subject to the conditions and safeguards listed in the Arlington Zoning Bylaw Section 3.3 and 3.3.4. For stated reasons the ARB may deny approval of a special permit or may approve a special permit without a finding of hardship. As required by M.G.L. c. 40A, §9, a positive vote of at least four members of the Redevelopment Board is needed to issue a special permit. Upon the Board's approval, the Secretary Ex-Officio may sign decisions following a vote of the Board and file decisions per requirements of M.G.L. c. 40A. The final decision shall be emailed and may receive administrative corrections following the Board's votes.

RULE 16 : CODE OF ETHICS CONDUCT

A. Generally

In supplement to and above State and Town ethics, public records, open meeting and non-discrimination laws, the Redevelopment Board requires an atmosphere of professional conduct and civility among its members, and shall not tolerate harassment, discrimination, or offensive behavior based on race, color, religion, national origin, gender, gender identify, age, disability, or sexual orientation, nor shall any member of the Redevelopment Board use profanity, insulting, threatening, or abusive language in the course of public debate or in testimony before any Town Department, Board or Commission. Furthermore, this code of ethics conduct shall apply whenever a Redevelopment Board Member is in any public setting representing said Board.

B. Internal Board Relations

A Redevelopment Board member, in their relations with fellow Board members, should:

1. Recognize that action at official legal meetings is binding and that they alone cannot bind the Board outside of such meetings;
2. Refrain from public statements or promises of how they will vote on matters that will come before the Board until he or she has had an opportunity to fully vet the issue during a Board meeting;
3. Make decisions only after all facts on a question have been presented and discussed;
4. Uphold the intent of executive session and respect the privileged communication that exists in executive session;
5. Refrain from communicating the position of the Redevelopment Board to anyone unless the full Board has previously agreed on both the position and the language of the statement conveying the position;
6. Treat with respect the rights of all members of the Board despite differences of opinion;
7. Afford members of the Board the opportunity to speak on matters in Board meetings and hearings without interruption.

C. Board-Town Staff Relations

A member of the Redevelopment Board, in their relations with Town staff, should:

1. Treat all staff as professionals that respects the abilities, experience, and dignity of each individual;
2. Exercise caution and discretion in public criticism of any individual Town employee. Member concerns about performance of staff reporting to the Town Manager should, under ordinary circumstances only be articulated to the Town Manager, or, in limited circumstances, other appropriate Town personnel, such as the Director of Planning and Community Development, Town Counsel or other Department heads.
3. Keep requests for staff support to a minimum wherever possible, and ensure that all requests go through the Director of Planning and Community Development's Office.
4. To the extent practicable, insure that any materials or information provided to an individual member from a staff member be made available to all members of the Redevelopment Board.

These principles shall be enforced by public admonition through resolution, censure, and other action deemed appropriate by the Board or its appointing authorities. Jurisdiction rests with the Redevelopment Board as a whole, and therefore any member may motion for a finding of a violation of this Rule.

RULE 17 : RULES FOR HIRING OUTSIDE CONSULTANTS UNDER M.G.L. c. 44 §53G

A. Purpose

As provided by M.G.L. c. 44 §53G, the Redevelopment Board may impose reasonable fees for the employment of outside consultants, engaged by the Redevelopment Board for specific expert services. Such services shall be deemed necessary by the Board to come to a final decision on an application submitted to the Redevelopment Board pursuant to the regulations and requirements of the Arlington Zoning Bylaw or any other Town bylaw, regulation, or rule as they may be amended or enacted from time to time.

B. Special Account

Funds received pursuant to these rules shall be deposited with the Treasurer who shall establish a special account for this purpose. Expenditures from this special account may be made at the direction of the Redevelopment Board without further appropriation as provided in M.G.L. c. 44 §53G. Expenditures from this account shall be made only in connection with a specific project or projects for which a consultant fee has been collected from the applicant. Expenditures of accrued interest may also be made for these purposes. At the completion of the Board's review of a project, any excess amount in the account, including interest, attributable to a specific project shall be repaid to the applicant or the applicant's successor in interest. For the purposes of this rule, any person or entity claiming to be an applicant's successor in interest shall provide the Board with documentation acceptable to the Board establishing such succession in interest.

C. Consultant Services

In hiring outside consultant(s), the Redevelopment Board may engage engineers, planners, lawyers, urban designers, or any other appropriate professional who can assist ~~the~~ of 85

Redevelopment Board in analyzing the project and to ensure compliance with all relevant federal, state, and local laws, statutes, ordinances, and regulations. Specific consultant services may include, but are not limited to, site plan review, stormwater review, traffic analysis, or land use law. Services may also include on-site monitoring during construction, or other services related to the project deemed necessary by the Redevelopment Board. The minimum qualifications shall consist either of an educational degree in, or related to, the field at issue or three (3) or more years of practice in the field at issue, or a related field. The consultant shall be chosen by, and report only to, the Redevelopment Board and/or its administrator. Hiring outside consultants shall comply with the Uniform Procurement Act, M.G.L. c. 30B §§ 1-19.

D. Notice

The Redevelopment Board shall give written notice to the applicant of the selection of an outside consultant, which notice shall state the identity of the consultant, the amount of the fee to be charged to the applicant, and a request for payment of said fee in its entirety. Such notice shall be deemed to have been given on the date it is mailed by first class United States Postal Service or delivered by e-mail. No such costs or expenses shall be incurred by the applicant if the application or request is withdrawn within five (5) business days of the date notice is given.

E. Payment of Fee

The fee must be received prior to the initiation of consulting services. The Board may request additional consultant fees if necessary review requires a larger expenditure than originally anticipated or new information requires additional consultant services. Failure by the applicant to pay the consultant fee specified by the Redevelopment Board within ten (10) business days of the request for payment, or refusal of payment, shall be cause for the Redevelopment Board to deny the application based on lack of sufficient information to evaluate whether the project meets applicable performance standards in the Arlington Zoning Bylaw. The Redevelopment Board will state as such in a letter to the applicant. No additional review or action shall be taken on the permit request until the applicant has paid the requested fee, other than a denial based on insufficient evidence. When the Redevelopment Board's review of a project is completed and a permit issued, any balance in the special account attributable to that project shall be returned within 30 days. The excess amount, including interest, shall be repaid to the applicant or their successor.

F. Appeals

The applicant may appeal the selection of the outside consultant to the Town Manager, who may disqualify the outside consultant selected only on the grounds that the consultant has a conflict of interest or does not possess the minimum required qualifications. Such an appeal must be in writing and received by the Town Manager within ten (10) days of the date consultant fees were requested by the Redevelopment Board with a copy received by the Redevelopment Board on the same date as received by the Town Manager. The required time limits for action upon the application shall be extended by the duration of the administrative appeal. In the event that no decision is made by the Town Manager within one month following the filing on an appeal, the selection made by the Redevelopment Board shall stand.

RULE 18 : SIGN APPLICATIONS AND REVIEW PROCEDURES FOR ADMINISTRATIVE APPROVAL

Sign modifications on properties subject to Environmental Design Review (EDR) may be considered for administrative approval by the Director of Planning and Community Development provided the applicant demonstrates that the following criteria are met:

1. The ARB previously approved a sign through the Environmental Design Review Special Permit process or a prior sign permit was approved by Inspectional Services;
2. The sign(s) meet zoning requirements;
3. There are no known zoning or general bylaw violations outstanding on the property;
4. All of the following conditions are met:
 - a. The same number or fewer signs are proposed;
 - b. The same size or smaller sign(s) or sign area is proposed; and
 - c. The sign(s) proposed is in the same locations as the existing sign(s).
5. The sign(s) illumination is the same illumination as for existing sign(s);
6. The new sign(s) are not internally illuminated;
7. The sign(s) are legible from the public way in the Director or their designees' opinion; and
8. There are not any sign(s) proposed for storefront windows.

If sign proposals do not meet all of the criteria above, then the applicant must submit a full Environmental Design Review application for the Redevelopment Board's review and approval. The Department of Planning and Community Development is not required to provide administrative approval and may at any time refer the application to the Board.

Procedure: Submit a \$500 fee payable to the Town of Arlington and one copy of the following documents to the Department of Planning and Community Development

1. Photos of existing signs maintained on the premises;
2. Drawing of building facade indicating location of the proposed sign(s).
3. Drawing to scale of proposed sign(s) with dimensions and construction specifications, materials, mounting method, lighting, and wiring;
4. Cut sheet for any lighting; and
5. Photo simulation, perspectives, renderings, or other representations sufficient to show the nature of the proposed sign(s) and its effect on the immediate surroundings.

RULE 19 : Review of Religious and Educational Uses

A. Purpose

The purpose of Rule 19 is to provide for reasonable regulation of religious, non-profit educational, and child care facilities used primarily for such purposes consistent with G.L. c. 40A, §3. Specifically, reasonable regulation refers to the bulk and height of structures and in determining yard sizes, lot area, setbacks, open space, parking, and building coverage requirements. When applying reasonable regulation, the Town shall not unreasonably impede the protected use without appreciably advancing the goals of the Arlington Master Plan or other development plans and policies of the Town.

B. Procedures

Building Inspector Review: To determine whether a religious, non-profit educational, or child care facility use is protected under G.L. c. 40A, §3, the property owner or agent of an owner shall submit to the Building Inspector such information necessary to make the following findings:

- (1) That the applicant has sufficiently demonstrated that the proposed use of the property or structures is for a religious, non-profit educational, or child care purpose, or appropriate combination thereof; and
- (2) That the applicant has sufficiently demonstrated that the proposed use of the property or structure for these purposes is the principal use.

Department of Planning and Community Development Review: If the applicant has satisfied the Building Inspector as outlined above, the Building Inspector shall inform the Department of Planning and Community Development ("Department") that a given application is appropriate for administrative review for the purposes set forth by Rule 19. The Department shall apply those requirements allowed by G.L. c. 40A, §3, in a reasonable fashion within the specific context of the proposed project as an administrative permitting process with the following responsibilities:

- (1) The applicant bears the burden of establishing that the application of a given regulation should be waived, reduced, or altered as unreasonable within the specific facts of both the site and the proposed use; and
- (2) The Department bears the burden of applying only those regulations in accordance with the goals of the Arlington Master Plan or other development plans and policies of the Town.

C. Appeals

An appeal to the Board of Appeals or the Arlington Redevelopment Board may be taken by any person aggrieved due to the determination of the Building Inspector or the Department, as provided in G.L. c. 40A, § 8 and § 15.



Town of Arlington, Massachusetts

ARB Meeting Minutes (4/1, 4/8, 4/22)

Summary:

9:15 p.m. -
9:25 p.m.

- Board members will review and approve meeting minutes

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Agenda_Item_6_-_Draft_Minutes_ARB_4-1-19.pdf	04012019 ARB Draft Minutes
▢	Reference Material	Agenda_Item_6_-_Draft_Minutes_ARB_4-8-19.pdf	04082019 ARB Draft Minutes
▢	Reference Material	Agenda_Item_6_-_Draft_Minutes_ARB_4-22-19.pdf	04222019 ARB Draft Minutes

Arlington Redevelopment Board
Monday, April 1, 2019, 7:30 p.m.
2nd Floor Conference Room, Town Hall Annex
Meeting Minutes

This meeting was recorded by ACMi.

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

STAFF: Jennifer Raitt, Director, Planning and Community Development, and Erin Zwirko, Assistant Director, Planning and Community Development

The Chair opened the meeting at 7:30 pm, notified everyone attending that the meeting is being recorded by ACMi. The first item on the agenda, Comments and Final Vote Warrant Article 20: Review of Religious and Educational Uses. Ms. Raitt suggested amending paragraph 3.4 by removing section J. Mr. Benson asked if 3.4 and 3.5 were removed would that give the ARB authority to conduct reviews. Ms. Raitt explained that the regulations would make it clear that an administrative review would be required by amending the ARB's Rules and Regulations. Mr. Benson suggested updating some of the tables to remove the requirement for a special permit. Ms. Zwirko reviewed the applicable table language and suggested keeping the tables as they are. Ms. Raitt reviewed the amendment with the new language adding 3.5 amending 5.4.3, 5.5.3, and 5.6.3 as proposed. Mr. Watson moved to recommend Article 20 as amended to Town Meeting. Mr. Benson seconded, all approved (4-0).

The Chair moved to the second Agenda Item, Drafting Report to Town Meeting. Ms. Raitt provided an overview of the report. Mr. Watson suggested the ARB provide additional background on Articles 6 through 13 to explain how the ARB arrived at the recommended votes. Mr. Benson suggested including more of an explanation of the purpose behind these article proposals. Mr. Lau stated that he would like to include an explanation that the proposed changes are focused on the need for growth in the town. The Chair agreed that an explanation of the amendments being proposed and the rationale behind the proposals is required. The following issues should be included in report: the need for housing, mixed-use development, commercial development, and increased commercial tax base to alleviate the tax burden of homeowners. Mr. Lau and Mr. Watson suggested graphics with examples of the projects possible with existing zoning and projects possible with proposed zoning. Mr. Watson suggested including a timeline for the entire process and an explanation to address why these changes are being proposed now. The Chair stated that these zoning changes are in direct response to a community and regional need for additional housing and additional and improved commercial space.

Ms. Raitt asked if there were any additions to be made to Article 15, to address some of the comments heard. The Board asked to add a legal process to bring existing units into compliance and to then enforce conditions. The changes are expected to have minimum impact on R0 and R1 neighborhoods. Mr. Benson suggested that an explanation should be included to address why there is no affordability requirements attached to these types of units.

Ms. Raitt asked if there was any additional information that should be included in the sign bylaw discussion. Ms. Raitt said the description was derived from the previously-issued FAQ sheet for this article. Mr. Watson suggested that the report stresses the detailed involvement of the Zoning Bylaw Working Group. Ms. Zwirko suggested that a brief outline of the project milestones be added.

Ms. Raitt reviewed the proposed report information for article 24. Mr. Benson suggested including that the proponent recommended additional amendments that the ARB could not accept because they were outside of the article scope.

The Chair moved to the third agenda item, Senior Center renovation update. Ms. Raitt reviewed the budget request, building updates, and renovation plan. The project will not begin until January 1, 2020. Ms. Raitt explained the project phasing schedule. Board members expressed interest in adding bike parking and addressing energy efficiency in the building. Ms. Raitt gave an overview of the steps taken to increase energy efficiency in the building. Mr. Lau asked if it

would be possible to include a generator so that the building can be used as a disaster relief station. Ms. Raitt explained that that might be contemplated in a future fiscal year.

The Chair moved to the last agenda item, review Meeting Minutes - from 1/28/19, 2/11/19, 3/04/19, and 3/11/19. Mr. Lau moved to approve the minutes for the January 28, 2019 meeting. Mr. Benson seconded. Three members approved (3-0). The Chair abstained. (Mr. West was in attendance at the January 28, 2019 meeting and is no longer serving on the board.)

The Chair moved to approve the minutes for the February 11, 2019 meeting with amendments. Mr. Lau seconded. All approved (3-0). Mr. Watson abstained. (Mr. West was in attendance at the January 28, 2019 meeting and is no longer serving on the board.)

The Chair moved to approve the March 4, 2019 meeting minutes. Mr. Watson seconded. All approved (4-0)

The Chair motioned to approve the March 11, 2019 meeting minutes. Mr. Lau seconded. Three members approved (3-0). Mr. Benson abstained. (Mr. West was in attendance at the January 28, 2019 meeting and is no longer serving on the board.)

The Chair moved to adjourn the meeting. Meeting adjourned.

Arlington Redevelopment Board
Monday, April 8, 2019, 7:30 p.m.
2nd Floor Conference Room, Town Hall Annex
Meeting Minutes

This meeting was recorded by ACMi.

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

STAFF: Jennifer Raitt, Director, Planning and Community Development, and Erin Zwirko, Assistant Director, Planning and Community Development

The Chair opened the meeting at 7:30 pm, notified the group that the meeting is being recorded by ACMi. The Chair introduced with the first item on the agenda, Draft Report to Town Meeting. Mr. Benson suggested that they should list the vacancy on the ARB. Mr. Watson suggested that the ARB be more explicit in explaining the benefits of the density bonus for smaller developments. The Chair suggested that the report explain the required EDR Special Permit review process. Mr. Watson suggested reorganizing the “why now” to make it more chronological. Mr. Benson asked if other reasons should be included in this section. Mr. Lau stated it is important to include that Arlington is losing opportunities because Arlington is not engaged in a housing plan and cannot access State funds that would be used for infrastructure. The Chair suggested including this information in the “why now” section of the report, as justification for why the ARB is looking to make changes.

Ms. Raitt explained that the “why now” statement includes economic reasons: increasing economic opportunities, addressing existing vacancies, addressing the long waitlists of people in need of housing, and diversifying the housing stock. Arlington currently does not have the option of accessing many State grants because Arlington is not working to meet its housing goals. Missed opportunities include access to State funding sources that would help improve infrastructure and public streetscapes and capital for housing development. Ms. Raitt said she would also like to address displacement which would be in the form of a Town rather than a Zoning Bylaw amendment. Mr. Benson stated he would like to make sure that Town Meeting hears this information.

Mr. Benson stated that he thinks a one page chart for Town Meeting Members with an explanation of article 16 and the other articles that would need to be passed to conform to the new article 16 should be created. Ms. Raitt said that they can work to simplify the existing one page document. Mr. Watson stated that after a neighborhood meeting the neighbors asked for some kind of animation that shows the effects of the new building changes on a hypothetical build out and a comparison to the current rules. Mr. Lau stated that the feedback he received when attending the neighborhood meeting at the Hardy School was that it was positive to share that new housing allows for increased density while also addressing aging in place and the housing for people with disabilities. Taller buildings will require an elevator, which increases accessibility.

Mr. Watson noted that in the ADU article states that the lock down date, as proposed in the zoning amendment, will determine the date by new units could be created. Mr. Benson stated that the lock down date actually has to do with the existence of the building envelope; ADUs can only be created within building envelope as it existed on that date.

The Chair motioned to vote to adopt the report as amended, authorize staff to make administrative clerical and typographical changes, and include the paragraph changes that includes the “why now” explanation. Mr. Lau moved to approve. All approved (4-0)

Second agenda item Meeting Minutes - from 3/18/19. The Chair motioned to approve the minutes with amendments. Mr. Benson moved to approve. All approved (4-0)

The chair moved to adjourn to Town Meeting at 8:10 p.m.

Arlington Redevelopment Board
Monday, April 22, 2019, 7:00 p.m.
2nd Floor Conference Room, Town Hall Annex
Meeting Minutes

This meeting was recorded by ACMi.

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

STAFF: Jennifer Raitt, Director, Planning and Community Development and Erin Zwirko, Assistant Director, Planning and Community Development

The Chair opened the meeting at 7:00 pm, notified the group that the meeting is being recorded by ACMi and potentially by members of the public. The Chair introduced with the first item on the agenda, Construction Update on 925-927 Massachusetts Avenue. Mr. Annese introduced himself as counsel for the petitioner Richard Fraiman. Demolition began on the front of the 925-927 Massachusetts building. The demolition was halted because the remaining shell of the building became unsafe. No work was done for three weeks until Building Inspector reviewed and approved the site. Mr. Annese says that the building department has been contacted and approved the plans as shown in the site rendering. Mr. Lau stated that the roof should not continue to cantilever over the Stop & Shop property and that the plans must be modified to address this issue. Ms. Raitt requested an updated set of drawings with the revised plan for the cantilevered roof.

Mr. Benson asked if this building is a non-conforming structure. Mr. Annese confirmed that it is a non-conforming structure, stating that the non-conformity will not be destroyed by the construction. Mr. Benson asked for confirmation in writing from Building Inspector. The Chair concurred and stated that he is not pleased that the portion of the building was taken down before consultation with the ARB and Building Inspector. Mr. Annese asked if there is any construction that can continue while the ARB receives the memo with the inspector's opinion. The Chair said he would allow construction to begin on the rear portion of the building and hold off on construction of the front portion of the building until the ARB receives the memo from Mike Byrne and civil drawings.

Mr. Lau motioned to allow the contractor to continue work at 925-927 Mass. Ave once the board receives new drawings addressing the roof overhang into adjacent property and a memo from the Building Inspector dealing with the non-conforming structure. No work may proceed with the front of the structure, the former nail salon, until this information is received and approved by the Board. Mr. Benson seconded. All approved (4-0).

The Chair introduced the second Agenda Item, Substitute Motions filed by Town Meeting Members for Annual Town Meeting articles. Ms. Raitt reviewed the motions received from Town Meeting Members. The Chair suggested that the Board take a position on each of the substitute motions in case the Board is asked for their opinion in Town Meeting. The Chair stated that the board had previously discussed Article 24, Christian Klein's amendments would be accepted if asked. The Board agreed.

The Chair stated with respect to Article 16 that this substitute motion does not work towards encouraging multi-family and mixed-use on smaller lots. The bylaw discourages the subdivision of lots. Mr. Lau stated that developers would still be required to get a special permit approved by the Board. Mr. Benson said that the Board could technically say no if they found that the developer subdivided for the sole purpose of evading the affordable housing requirement. Ms. Raitt said that the required staff review should uncover developers subdividing for this purpose before the request is brought before the Board. Mr. Watson said he feels that the report clearly lays out the plan and encourages smaller developments and also create the density bonus framework for larger developments. Mr. Watson suggested not working with the smaller developments now in order to move the density bonus forward. The Chair stated that would leave the amendments as proposed which will help add housing units and add commercial space for businesses that would like to locate in town but cannot currently find suitable space. Mr. Benson stated if the Chair is asked about this substitute motion the board supports this nuanced answer.

The Chair said that Barbara Thornton's substitute motion is acceptable.

Mr. Lau stated that the board is already not supporting roof gardens that balconies can be removed from open space. The board agreed.

The Chair introduced the third Agenda item, review Meeting Minutes from February 25 and March 27. Mr. Watson moved to approve the February 25, 2019 minutes with amendments. Mr. Lau seconded. The Chair abstained from voting. The board approved 3-0.

The Chair stated that the March 27, 2019 minutes will be reviewed at the next meeting on May 20, 2019.

The Chair moved to adjourn to Town Meeting. All approved (4-0). Meeting adjourned at 7:45 PM.

DRAFT



Town of Arlington, Massachusetts

Upcoming ARB schedule and announcements

Summary:

- 9:25 p.m. - 9:30 p.m. • Staff will present upcoming public meetings and provide announcements. Board will discuss and confirm upcoming meeting schedule.

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Agenda_Item_7_-_Arlington_Hazard_Mitigation_Plan_Schedule.pdf	Arlington Hazard Mitigation Plan Schedule

**Arlington Hazard Mitigation Plan Update
MEMA Standard Scope of Work Tasks**

PROJECT SCHEDULE

TASKS	MONTHS 2019-2020													
	<FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
Tasks 1 and 2: Grant administrative tasks to be completed by the Town prior to MAPC beginning work	KM													
Task 3: Convene Local Hazard Mitigation Planning Team & Public Meetings		LT			LT PM			LT			PM			
Task 4: Update Hazard Profiles														
Task 5: Update Critical Facility Inventory														
Task 6: Update Hazard Vulnerability														
Task 7: Update Mitigation Goals														
Task 8: Update Mitigation Actions														
Task 9: Plan Review, Evaluation, and Implementation														
Task 10: Plan Maintenance														
Task 11: Public Review of Draft Plan											DP			
Task 12: Plan Review and Approval by MEMA and FEMA														FP

KM = Kickoff Meeting or Webinar with MEMA

LT = Local Hazard Mitigation Team Meetings

PM = Public Meetings

DP = Draft Plan submitted to MEMA

FP = Final Plan approved by FEMA

(Timing of MEMA/FEMA review and FEMA approval varies)