

**Arlington Redevelopment Board  
Monday, April 6, 2020, 6:00 PM  
Meeting Conducted Remotely via Zoom  
Conference call  
Meeting Minutes**

This meeting was recorded by ACMi.

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

**ABSENT:** Kin Lau

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

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The Chair called the meeting to order and notified all attending that the meeting is being recorded by ACMi.

The Chair explained that this meeting is being held remotely in accordance with the Governor's March 12, 2020 order suspending certain provisions of the Open Meeting Law G.L. c. 30A, Section 20. This order from Governor Baker allows for meetings to be held remotely during this time.

The Chair explained the meeting procedures while using Zoom for meetings. The Chair asked that participants raise their hands electronically if they would like to speak.

The Chair introduced the first agenda item the ARB Meeting Schedule. Ms. Raitt suggested changing the meeting schedule around to Town Meeting given the current situation. 4/20 and 4/27 at 7:00PM May 5/4 5/18 at 7:00 pm dates the same but change meeting to 7:00PM. Mr. Watson moved to accept and Ms. Zsembery seconded. Approved 4-0 (Mr. Lau was absent).

The Chair introduced the second agenda item, rescheduling current Environmental Design Hearings. Ms. Raitt suggested that the Board move 1207-1211 Mass Ave EDR Hearing moved to the May 18, 2020 meeting and the other hearings moved to April 20, 2020.

The Chair proposed that the 1207-1211 Mass Ave - Environmental Design Review, Continued Public Hearing be moved to May 18, 2020 at 7:00 pm on Zoom. Mr. Watson moved to accept and Ms. Zsembery seconded. Approved 4-0 (Mr. Lau was absent).

The Chair proposed that 434 Mass Ave - Environmental Design Review, Continued Public Hearing be moved to April 20, 2020. Mr. Benson moved to accept and Mr. Watson seconded. Approved 4-0 (Mr. Lau was absent).

Mr. Benson asked that the Board that the 833 Mass Avenue - Environmental Design Review, Continued Public Hearing be scheduled until after the applicants can meet with the Historical Commission. Ms. Raitt said that it seems unlikely that they can meet with the Historical Commission before April 27, 2020. Ms. Raitt said that the applicants could possibly meet with the Chair of the Historical Commission. Ms. Raitt said that she thinks the Historical Commission was looking for some guidance from the Board before meeting with the applicants. The Chair suggested that they rescheduled for April 20, 2020 for a status update. Mr. Benson moved to accept and Mr. Watson seconded. Approved 4-0 (Mr. Lau was absent).

Ms. Raitt said she would speak with the Historical Commission Chair before the hearing for guidance and information regarding the demolition bylaw and that process.

The Chair proposed that the 880 Mass Avenue – Environmental Design Review Public Hearing be moved to April 20, 2020. Mr. Benson moved to accept and Ms. Watson seconded. Approved 4-0 (Mr. Lau was absent).

The Chair introduced the next agenda item, Director's Updates. Ms. Raitt gave an update regarding the Department of Planning and Community Development office and Board operations during this time. In response to the COVID-19 related state of emergency, the Department of Planning and Community Development transitioned to remote operations. The Department is transitioning to accepting all applications electronically and all fees can be sent by check will be mailed to the office. Application reviews will continue to take place. Until further notice all Board business will be conducted electronically. Meetings will be conducted via Zoom and will be recorded by ACMi. The Chair will review the Zoom meeting rules at the start of every meeting and before public open forum. Long range planning activities will continue and the public feedback activities planned are being reimaged so we can gather input. Any upcoming virtual meetings will be posted on the Town website.

The Chair introduced the Open Forum portion of the meeting.

Don Seltzer asked Ms. Raitt about new materials received about the Atwood House hearing. Ms. Raitt said the materials will make sure all updates are posted with the other Atwood House materials. Mr. Seltzer asked if any new materials have been submitted since January for the 1207-1211 Mass. Ave. hearing. Ms. Raitt said that new materials have not yet been received.

Ann Leroyer said she is interested will look for the new materials for the 1207-1211 Mass. Ave. hearing before the 4/20 meeting.

(name unclear on recording) thanked everyone for continuing to work during these extraordinary times.

Mr. Watson asked Mr. Seltzer how Mr. Seltzer produced the shadow studies Mr. Seltzer submitted for the 1207-1211 Mass. Ave. hearing. Mr. Seltzer said that he figured the amount of time each house is in the sun and in shadow during the day using the angle of the building. Mr. Seltzer said that he prepared the shadow study by hand. He said he used the US Naval observatory information for the azimuth and altitude details. Mr. Seltzer said that he would be happy to send more details off-line if needed.

Mr. Benson moved to adjourn, Mr. Watson seconded, all voted in favor 4-0 (Mr. Lau was absent).

Meeting adjourned.