



Town of Arlington, MA Redevelopment Board

Agenda & Meeting Notice September 11, 2021

*Please note that face coverings are required in municipal buildings in Arlington.

The Arlington Redevelopment Board will meet Saturday, September 11, 2021 at 8:00 AM in the **Arlington Police Department Community Room, 2nd Floor, 112 Mystic St., Arlington, MA 02476**

1. Review of FY22 Arlington planning and community development and Board accomplishments and objectives (pp. 102-107) and Board FY21 goals

8:00 a.m. - • Staff will provide an overview, board will discuss
8:45 a.m.

2. Discuss ARB FY22 goals

8:45 a.m. - • Staff and board will discuss current year's goals
10:30 a.m.

3. Adjourn

10:30 a.m. - Estimated time of adjournment



Town of Arlington, Massachusetts

Review of FY22 Arlington planning and community development and Board accomplishments and objectives (pp. 102-107) and Board FY21 goals

Summary:

8:00 a.m. - • Staff will provide an overview, board will discuss
8:45 a.m.

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	FY22_Budget__Accomplishments__and_Objectives_DPCD_and_ARB.pdf	FY22 Budget, Accomplishments, and Objectives pages 102-107
▢ Reference Material	ARB2021Goals.pdf	2021 ARB Goals



Program Description

The Arlington Department of Planning and Community Development (DPCD) oversees planning and community development activities within the town and is committed to improving the quality of life in Arlington by improving housing opportunities, transportation access, and economic development to enhance the vitality of our business districts, and preserving and promoting our community's natural, historic, and cultural resources.

The Department oversees many key town-wide initiatives including Master Plan implementation, the development of Connect Arlington, the town's long-range transportation plan, net zero planning initiatives, and a range of efforts in our business districts. The Department administers the Town's federal Community Development Block Grant Program and has done so since the program's inception in 1974. The Department also provides staff support to many Town boards, commissions, and committees, including the Arlington Redevelopment Board (ARB), the Town's Planning Board and redevelopment authority. The ARB manages three town buildings: Jefferson Cutter House with Whittemore Park, Central School, and 23 Maple Street.

Department staff also represent the Town on a number of regional bodies: the Boston Metropolitan Planning Organization (MPO); the North Suburban HOME Consortium; the Somerville-Arlington Continuum of Care; the Metropolitan Area Planning Council (Council, Executive Committee, and MetroCommon 2050 External Advisory Committee); Metropolitan Mayors Coalition's Climate Preparedness Taskforce and Regional Housing Partnership; Mystic River Watershed Association Resilient Mystic Collaborative; and the Charles River Watershed Association Climate Compact.

Budget Statement

This is a level service budget.

PROGRAM COSTS

Planning & Community Development	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Request
Personnel Services	508,512	647,096	678,337	699,731
Expenses	24,344	25,821	27,821	27,821
Total	532,855	672,917	706,158	727,552

STAFFING

Planning & Community Development	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Request
Managerial	1	1	1	1
Clerical	1	1	1	1
Professional/Technical	6	6	6	6
Total	8	8	8	8



FY2022 Objectives

Implementation of the Arlington Master Plan, adopted in 2015, is the Department's top priority. Our Master Plan implementation activities in FY22 will be on updating the Housing Production Plan, Open Space and Recreation Plan, and a Fair Housing Action Plan, as well as amending the Zoning Bylaw to be consistent with the Master Plan to increase housing options and access to those options, incentivize new development that is sustainable and resilient in all zoning districts, and remove barriers to achieving economic development and sustainable transportation goals. This work will be accomplished with the Arlington Redevelopment Board, Master Plan Implementation Committee, and Zoning Bylaw Working Group with robust community engagement. Additionally, the Department will:

- Work with Sustainable Transportation Plan Advisory Committee to complete Connect Arlington, the town's long-range transportation plan, and begin plan implementation of near-term strategies.
- Work with the Clean Energy Future Committee to implement Net Zero Action Plan strategies.
- Work with Open Space Committee to develop a five-year Open Space and Recreation Plan for 2021 to 2026.
- Work with Housing Plan Implementation Committee to develop a five-year Housing Production Plan for 2021 to 2026.
- Work with Arlington Human Rights Commission to complete the Fair Housing Action Plan with local strategies to comply with fair housing laws.
- Continue implementation of the Arts and Culture Action Plan, including identifying new income streams to support the arts and incorporating art into town projects.
- Complete research and engagement to create a Minuteman Bikeway Vision Plan to align with current and future use, incorporate public art, and improves multi-modal connections.
- Produce a town-wide archaeological survey to inventory known archaeological resources in Arlington, such as along the Mill Brook corridor, and identify areas of high archaeological potential to provide a guide for planning and preservation.
- Develop a town-wide Stormwater Management Plan and plan for enhanced stormwater management to comply with the Municipal Separate Storm Sewer System (MS4) permit in conjunction with Department of Public Works and with technical assistance from the Environmental Protection Agency Mystic River Watershed Stormwater

Objectives (cont.)

- Management Community Support program.
- In partnership with the Conservation Commission, Parks and Recreation Commission, and community partners develop a long-range management and stewardship plan for Town-owned lands.
- Create new Complete Streets Action Plan for fiscal years 2022-2027.

Arlington Redevelopment Board FY2022 Objectives

- Make capital improvements to properties in the Arlington Redevelopment Board portfolio, including ADA and window upgrades at 23 Maple Street and ADA upgrades at the Jefferson Cutter House and adjacent improvements to Whittemore Park.
- Ensure that ARB properties are fully-tenanted and financially stable and that all physical assets are maintained and improved
- Advance Zoning Bylaw amendments to future Town Meeting to encourage development and redevelopment opportunities to generate a full range of housing options for all incomes and housing types and also encourage mixed-use development, and new commercial development.
- Review progress on implementation of the Master Plan, including adopting formal amendments to Master Plan based upon recent completion of long-range plans, including transportation and energy. Modify and update Master Plan Working Groups as needed.
- In alignment with Town effort to modernize permitting processes, convene representatives from the Select Board, Conservation Commission, Historical Commission, Historic Districts Commission, Zoning Board of Appeals, and Board of Health
- Review and consider amendments to Arlington's Design Standards, including Town Meeting appropriation to fully update standards.
- Participate in range of Town committees and initiatives that advance community planning goals, including Master Plan Implementation Committee and Working Groups, Envision Arlington Standing Committee, Open Space Committee, Housing Plan Implementation Committee, Arlington Heights Action Plan and Community Preservation Act Committee.



Major Accomplishments for 2020

Though the onset of the pandemic made it challenging to engage our community and slowed some of our work and achievements initially, the Department is proud to have been able to accomplish a substantial amount of short and long-range planning work. The team proved invaluable to the community continuing to permit small and larger-scale projects through the Redevelopment Board and Conservation Commission, and supporting research and reviews for the Select Board, Historical Commission, and Zoning Board of Appeals, including two Comprehensive Permit applications.

Most critically, the Planning and Community Development team members showed their nimbleness and responsiveness in the midst of uncertainty. The Department's responsiveness ensured continuation of service to the public and showed care for the Arlington community. In many cases, members of the DPCD team served in dual capacities for the Town, assuming both their regular responsibilities and additional duties to respond to the pandemic. This includes Emily Sullivan who assisted the Department of Health and Human Services with support on health inspections and contact tracing. Ms. Sullivan also supported the Town's Virtual Town Meeting. Ali Carter assisted the Leadership Response Team with assistance to and guidance for Arlington's business community. Kelly Lynema assisted the Leadership Response Team with communications strategy, graphic design, and community outreach. Erin Zwirko served as interim Community Development Program Manager advancing a multi-million dollar Community Development Block Grant Program buoyed by additional funds through the CARES Act and designed to serve those hardest hit by the pandemic. The team as a whole proved more than able to transition to remote meetings, collectively leading and facilitating numerous public meetings during the pandemic. Remote meetings were a draw in Arlington with some meeting attendance rising by large percentages as more people gained access to online meetings usually held in Town Hall meeting rooms.

The combination of three long-time staff retiring in the prior year and the onset of the pandemic which led to restrictions on inspections and to the closure of the Menotomy Weatherization Program. The Town is grateful for the years of being able to serve Arlington and area communities with home

Major Accomplishments (cont.)

energy improvements for income-eligible renters and owners. Community Action Programs Inner-City, Inc. (CAPIC) is now serving Arlington households through their well-established weatherization program.

While the pandemic altered how the Department worked, the Department continued to implement the goals and objectives of the Master Plan with particular focus on advancing housing, economic development, transportation, and historic and cultural resource strategies by:

- Developing Connect Arlington – the Town's first Sustainable Mobility Plan with the support of the Sustainable Transportation Plan Advisory Committee. The plan provides a timeline for helping the town improve how people move around the community using public or private transportation, such as driving, walking, bicycling, or accessing and riding in buses, taxis or other car services, or other transportation systems.
- Developing a Net Zero Action Plan – to help the town become carbon-neutral ("net-zero") by 2050 with the support of the Clean Energy Future Committee. Prohibiting fossil fuel infrastructure in new construction and in building undergoing significant rehabilitation was identified as an early strategy to advance. The Committee worked with staff and community organizations to develop a Home Rule petition and bylaw amendment which was approved by Town Meeting.
- Developing Fair Housing Action Plan, including research on current barriers to housing, discrimination complaints, and challenges to availability of housing opportunities in Arlington. Once completed, the plan will provide local strategies to comply with federal and state fair housing laws to ensure availability and accessibility of housing for protected classes.
- Continuing to implement the Arlington Heights Neighborhood Action Plan Committee to advance installation of public art and parklets in the business district.
- Continuing Housing Production Plan implementation with the Housing Plan Implementation Committee, including celebrating the groundbreaking by Housing Corporation of Arlington at 19R Park Avenue (known as Downing Square) and 117 Broadway. The two all-affordable housing developments will add 48 new homes and 117 Broadway will include ground floor space for an Arlington EATS



Major Accomplishments (cont.)

marketplace. The Downing Square Broadway Initiative is supported by a combination of local and state funds and the Low Income Housing Tax Credit Program. The HPIC also drafted a bylaw to establish a Municipal Affordable Housing Trust Fund which will be a public body that helps support and aggregate funds for the creation and preservation of affordable homes in Arlington. The Committee also worked to advance a Real Estate Transfer Fee proposal which will be advanced at a future Town Meeting.

- Continuing work with merchant associations and the Chamber of Commerce to understand their challenges and opportunities and direct resources to assist with business development, recruitment, and retention, particularly to address concerns raised by the pandemic.
- Forming the Arlington Economic Development Recovery Task Force to help drive and revive our town's economic recovery and provide the Town with guidance in order to create policies and procedures in Arlington that meet real needs and address concerns of health and safety, particularly in relation to the business community. The Task Force is designed to help inform the town's longer-term economic recovery to ensure the long-term health and stability of our business districts. The Task Force successfully advanced recommendations to reduce financial burdens on local businesses, to encourage shopping locally during the holiday season, to streamline reviews and permitting, and to implement amenities for outdoor dining and outdoor classes and fitness.
- Continuing to finalize design plans and construction documents for work on Phase I of Whittemore Park.
- Securing Green Communities funding for Arlington to improve energy efficiency for town-owned buildings, including installing new LED lighting at the gym and locker rooms in the Ottoson Middle School, new LED lighting at the Bishop Elementary School, and new LED exterior flood lights at the Jefferson Cutter House.
- Reviewing ZBA cases, licenses, and permits, including M.G.L. Chapter 40B Comprehensive Permit applications and small cell wireless facilities.

Of particular note, are the following highlights:

- After years of discussions about bringing regional bikeshare options to Arlington, 2020 was the year that happened. Arlington received a

Major Accomplishments (cont.)

regional grant with Newton, Watertown, and Chelsea and an appropriation from Town Meeting to join the Bluebikes regional bikeshare system. After a public engagement and mapping process, staff identified five locations for bike stations, docks with ten bikes each. Docks were installed at the Railroad Lot and the Minuteman Bikeway, Thorndike Field, Linwood Street at the Minuteman Bikeway, Grafton Street at Mass Ave, and Broadway at Grafton Street.

- The Town implemented its annual Community Development Block Grant Program (CDBG) with over \$1.1 million which funded eight public service agencies to assist individuals and families with low-to moderate -income with daily transportation, access to jobs, food security, scholarships to athletic and summer camp programs, tutoring services, and access to mental health and adult day health services. CDBG funds enabled these social service agencies to support 1,457 Arlington residents. Two rounds of additional funding were received through an additional allocation of CDBG funds known as CDBG-CV made possible by the Coronavirus Aid, Relief, and Economic Security (CARES) Act. \$59,903 in CDBG-CV assistance enabled public service agencies to support those impacted by the COVID-19 pandemic to assist an additional 18,360 residents. Food Link, Inc. and Arlington EATS helped families confronting food insecurity and the Arlington Boys and Girls Club provided additional childcare services. CDBG-CV also supported residents and small business owners during the pandemic. A \$400,000 Emergency Tenant Assistance Program helped 88 individuals and the Housing Corporation of Arlington aided twenty-one people in maintaining stable housing. An additional \$300,000 in Community Preservation Act funds were leveraged to provide additional funding to Arlington renters who are earning at or below 50% of the Area Median Income and are struggling to make rental payments due to the coronavirus pandemic. The \$200,000 Arlington Microenterprise Program supported 25 businesses with up to five employees; an additional \$250,000 was allocated to support businesses with up to 20 employees. \$120,485 was allocated to the School Department to support supplemental tutoring for students struggling with the altered remote schooling format and to the Health and Human Services Department to establish a COVID testing center on-site for tenants who live at housing authority properties.



Major Accomplishments (cont.)

- The Department devoted special attention to transportation and mobility activities during the pandemic by enhancing public and private outdoor seating, ensuring pedestrian safety, and providing bicycle parking infrastructure. The Town converted five parking spaces, small roadways, and pedestrian alleyways into safer areas to dine outdoors, walk, and travel by bicycle to assist businesses by providing additional public space for customer use and a safer means of access to commercial centers during the pandemic. Additionally, the Town installed traffic calming elements in East Arlington to encourage safe social distancing and additional safe, recreational amenities for residents in close proximity to the heavily-traveled Minuteman Bikeway.
- The Central School building at 20 Academy Street and 27 Maple Street, the centerpiece in the ARB's redevelopment property portfolio, received the first significant renovation to and reprogramming at the building since the 1980s. Renovations were delayed due to the pandemic, but the \$8 million renovation began in spring 2020 to achieve three goals: developing a modern, expanding space on the ground and first floors dedicated to the Council on Aging, Arlington Senior Association, and community events and activities; improving major building systems, including HVAC, electrical, bathrooms, and the building exterior; and relocating the Health and Human Services Department, including Veterans' Services, to the 2nd floor. The building will also become fully accessible and compliant with the Americans with Disabilities Act. The Department of Health and Human Services also raised funds to fully furnish and equip the new Center upon its completion.

Major Accomplishments 2020 Arlington Redevelopment Board

- Capital improvements were made to properties in the Arlington Redevelopment Board portfolio, including significant renovations to the Central School and a boiler replacement at the Jefferson Cutter House.
- Developed Residential Design Guidelines and recommended options for a Design Review process.
- Completed an Economic Analysis of Industrial Zoning Districts which led to zoning recommendations being advanced to Town Meeting.
- Advanced Zoning Bylaw amendments to facilitate mixed-use

Major Accomplishments (cont.)

- development and new commercial development by amending parking reductions in the B3 and B5 Zoning Districts.
- Continued to review progress on implementation of the Master Plan.
- Participated in a range of Town committees and initiatives that advanced community planning goals, including the Master Plan Implementation Committee, Zoning Bylaw Working Group, Arlington Heights Neighborhood Action Plan Implementation Committee, Envision Arlington Standing Committee and Advisory Committee, Open Space Committee, Housing Plan Implementation Committee, and Community Preservation Act Committee.

Performance / Workload Indicators

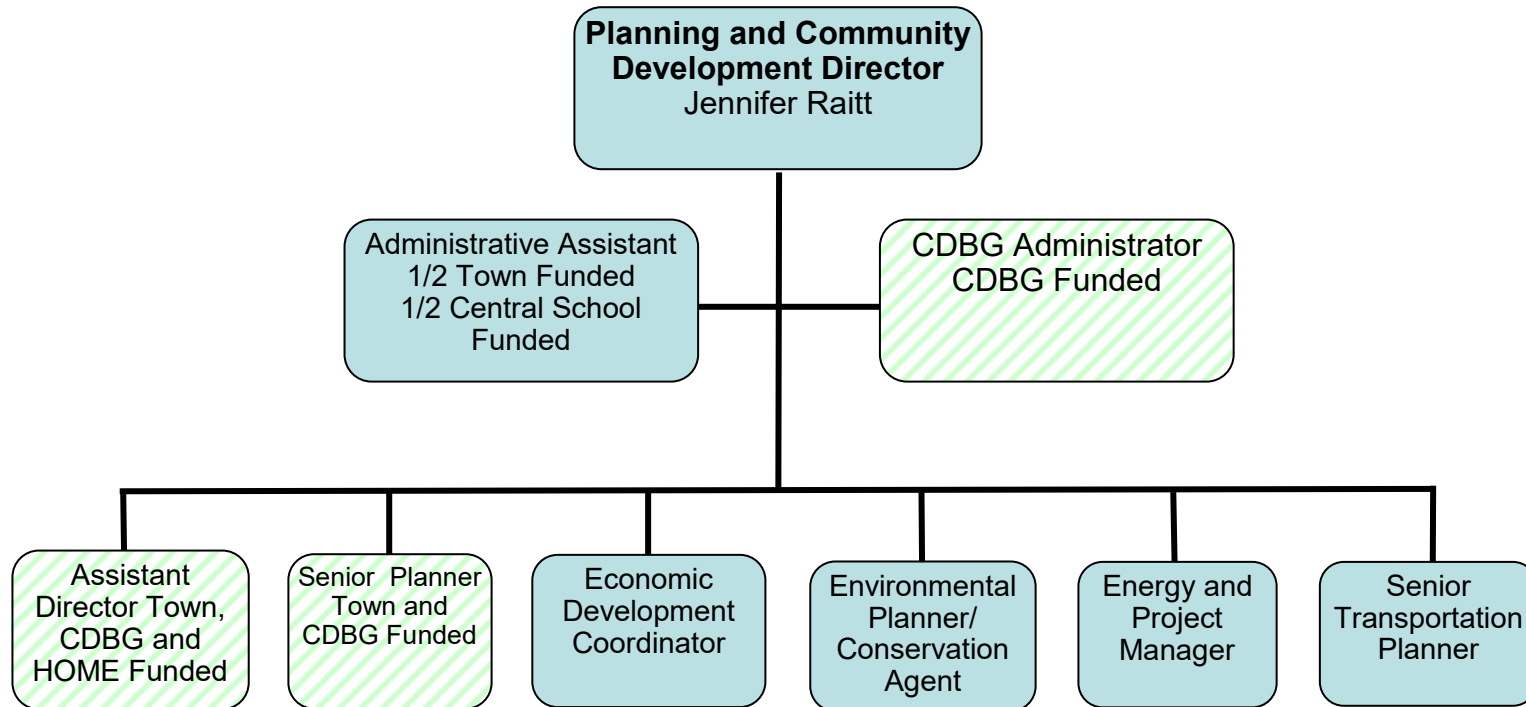
	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Estimated
Conservation Commission				
Commission meetings attended	30	22	31	30
Conservation Permits	20	29	29	29
Site inspections	50	30	110	80
Filing Fees	\$ 10,500	\$ 10,974	\$ 10,475	\$ 10,500

Performance / Workload Indicators

	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Estimated
Planning & Community Development				
CDBG Funds Administered	\$ 1,029,587	\$ 1,111,355	**\$1,781,670	\$ 1,100,000
Other public or private grant funds secured	\$ 913,475	\$ 1,643,166	\$ 439,768	\$ 500,000
Plans, Designs, Analyses	40			
Plans initiated or created		12	12	12
Designs initiated or created		8	8	8
Analyses initiated or created		4	4	4
Room rental fees	\$ 10,000	\$ 10,637	\$ 7,242	\$ 25,000
Room reservations administered	400	778	*277	500
Sign Permit Applications Reviewed	20	20	15	20
Contracts negotiated and administered	10	10		
Zoning Board Applications reviewed	20	25	37	25
Businesses/Merchants Assists	200	108	390	200
Environmental Design Review (EDR)	8	9	9	9
special permits administered				
Licenses reviewed	25	21	18	25

*89 Room reservation requests were canceled due to COVID-19

**Includes \$980,388 in CARES funding





ARLINGTON REDEVELOPMENT BOARD

TOWN HALL, 730 MASSACHUSETTS AVE., ARLINGTON, MASSACHUSETTS 02476

TELEPHONE 781-316-3090

2021 GOALS

adopted December 21, 2020

I. ZONING BYLAW AMENDMENTS

1) Advance Zoning Bylaw amendments to future Town Meetings, ATM 21, and potentially STM Fall, 21

- i. *Action – Encourage development and redevelopment opportunities to generate a full range of housing options for all incomes and housing types and also encourage mixed-use development, and new commercial development*
- a) *Update Housing Production Plan, including community dialogue to help understand needs, develop goals, develop strategies, and describe barriers to the creation and preservation of housing, particularly affordable housing, in Arlington. Consider advancing zoning amendments for Fall STM (2021)*
- ii. *Action – Advance zoning bylaw amendment to allow accessory dwelling units (Spring 2021)*
- iii. *Action – Advance zoning recommendations from Economic Analysis of Industrial Zoning Districts (Spring 2021)*
- iv. *Action – Review Net Zero Action Plan zoning recommendations (Spring 2021)*
- v. *Action – Review Connect Arlington (Long-Range Transportation Plan) zoning recommendations (Spring 2021)*
- vi. *Action – Review forthcoming stormwater management plan (Spring 2021)*
- vii. *Action – Review and amend zoning in Arlington Heights business districts to align with recommendations in Arlington Heights Neighborhood Action Plan (Fall 2021)*
- viii. *Action – Review and amend Environmental Design Review criteria (Fall 2021)*

II. LONG-RANGE PLANNING

1) Review progress on implementation of the Master Plan

- i. *Action – Adopt formal amendments to Master Plan based upon recent completion of long-range plans, including transportation and energy and provide amended Master Plan to DHCD accordingly.*
- ii. *Action – Direct Master Plan Implementation Committee to provide ARB with an update on implementation status, status of all Working/ Study Groups, and make recommendations on modifications/ updates that might be needed (Spring 2021)*

2) Ensure transparent, welcoming, and efficient permit review and delivery system

- i. *Action – In alignment with Town effort to modernize permitting processes, convene representatives from the Select Board, Conservation Commission, Historical Commission, Historic Districts Commission, Zoning Board of Appeals, and Board of Health (Summer/Fall 2021)*

3) Ensure that economic development goals are achieved in Arlington's business districts

- i. *Action – DPCD Director will provide quarterly updates on progress meeting goals, including planning goals, business retention and attraction goals, and new mixed-used development (Ongoing)*

4) Review and discuss Site Plan review process (Fall 2021)

5) Review and consider amendments to Arlington's Design Standards, including Town Meeting appropriation to fully update standards (Spring 2021)

III. ARB PROPERTY ASSET MANAGEMENT AND MAINTENANCE

1) Ensure that ARB properties are fully-tenanted and financially stable and that physical assets are maintained and improved

- i. *Action – DPCD Director will provide quarterly property updates on improvements to other properties in*

IV. SUPPORT COMMUNITY PLANNING GOALS

1) Participate in range of Town committees and initiatives that advance community planning goals

- i. Action - Appoint/ re-appoint committee members serving on ARB committees and ARB designees to committees. (Fall 2021)
- ii. Action - Collaborate with committee implementing Arlington Heights Action Plan (Ongoing)
- iii. *Action – Receive updates from ARB designees to Envision Arlington Standing Committee, Open Space Committee, Housing Plan Implementation Committee, Community Preservation Committee, and others on an ongoing basis. (Ongoing)*