

**Arlington Master Plan Advisory Committee**  
**Central School, Lower Level - 7:00 PM**  
**Minutes: December 4, 2014**  
**Approved: January 8, 2015**

**Members present:** Charles Kalaskas, Carol Svenson, Bob Radochia, Ann LeRoy, Joe Barr, Wendy Richter, Pam Heidell, Melissa Tintocalis, and Harris Band

**Members absent:** Eric Bourassa, Sheri Baron

**Also present:** Gilad Rosenzweig - Consultant (RKG Associates); Joe Curro (BoS); Carol Kowalski, Ted Fields, Laura Wiener, Joey Glushko, and David Fields (Planning Department).

The meeting was called to order at 7:05PM by Co-Chair Charlie Kalaskas. He introduced the very full agenda before the committee. Carol Kowalski emphasized that the committee needed to address and make decisions about conflicting comments which have been submitted regarding the draft Master Plan.

The Committee first reviewed the Vision Statement. There was discussion as to content and form. The consensus was that it did not have enough substance and seemed incomplete; additional "bullets" were needed to acknowledge connections to plan elements not mentioned. It was suggested that the Vision created under Ezra Glenn was more appropriate, but lacked real substance. A working group composed of Ann LeRoy, Joe Barr, and Harris Band will work to redraft the vision statement.

**Action:** The working group composed of Ann LeRoy, Joe Barr, and Harris Band will redraft the vision statement.

There was brief discussion of the "headlines" - where, when and how they might be used. It was felt they would find good use at outreach presentations which would be coming up. There was a sense of support for these "headlines."

The Committee next considered the compiled "Recommendations" – material drawn from the recommendation section of each topic element of the Draft Master Plan. Each element's recommendations were presented by a member of the working group for that element, who could also discuss suggested changes put forward from the Committee. Many of the recommendations had subsections and explanations, which drew further time-consuming discussion. Mid-way through the third element (Housing) of eight, it was decided that only the "numbered" recommendations would be reviewed by the Committee; staff would further review and amend the subsections and explanations.

Here are suggestions/changes regarding the summary list of recommendations, listed by working group element:

**LAND USE**

- 1. Item 2: Reduce the number of uses that require a special permit.** In line 4 add the word "some" so that it read "...to encourage certain outcomes that are consistent with this Master Plan, some special permits.."
- 2. Item 3: Reduce the word "Consider.." at the beginning.** Recommendation should read "Adopt design guidelines for new and redeveloped commercial and industrial sites."

3. **Item 5: Rephrase first three lines.** “ Provide redevelopment incentives to promote development of higher value mixed use buildings in all or selected portions of the business districts on Massachusetts Avenue, Broadway, and Medford Street.
4. **Item 5: Add a comment limiting building height to 5-stories.\**
5. **Item 8: Change wording of first sentence:** “Establish parking rations...”
6. **Item 9: Rephrase this item:** “Current on-site open space requirements limit development in the business districts. Amend on-site open space requirements for certain uses to promote high value redevelopment sites.”

## TRANSPORTATION

1. **Item 2: Amend wording in second bullet, second sentence:** “Prioritize unsafe crossings for improvement with signals, signage, lighting, or modifications to the road design.”
2. **Item 2: Add first bullet from item 3 to the bullets under item 2:** “Address ADA requirement for the Town.”
3. **Item 3: Delete bullet 8: Remove:** “Provide contra-flow...”
4. **Item 4: Last sentence, amend to read:** “Continue to advocate for the Green Line to Mystic Valley Parkway in Medford.”
5. **Item 5: Carol K and Laura W will rewrite this item,** addressing improvements in parking management for the commercial centers.
6. **Item 7: Edit with deletion, to read** “Develop a program to improve the condition of private ways.”
7. **Item 8: A new item 8 was added:** “Harness technologies to improve mobility and reduce congestion.”
8. **Item 10 now becomes item 9: Renumber item 10, so that is now item 9**
9. **The number that was item 8, is now a bullet under new item 9:** it should read: “Coordinate inter-agency efforts to manage traffic congestion.”
10. **The remaining material under new item 9 is deleted.**

## HOUSING

1. **Item 1:** Delete the last two sentences of this item.
2. **Item 4: Amend the first line to read:** “Address the quality and condition of aging housing stock, including offering financial assistance programs for qualifying homeowners and landlords.”
3. **Item 5: Laura W. will reword this section** to remove reference to “accessory apartments”, focusing on “aging-in-place” housing.
4. **Item 6: Delete this item.**
5. **Item 7: Amend sentence 1 to read:** “Modify parking requirements to encourage mixed use development in commercial areas.”

## ECONOMIC DEVELOPMENT

1. **Item 2: Carol K. will rewrite this section with an emphasis that residential use in the Industrial Zoning District will only be allowed as a “lesser” use.**

## HISTORIC AND CULTURAL RESOURCE AREAS

1. **Item 4: Carol K. – Staff will review this item; some points should be moved to the implementation table.**

2. **Item 5:** Delete from the line which starts “The Town should implement the following:..” to the end. The first two implementation items should be relocated to the implementation table.
3. **Item 8: Add the following:** “Develop administrative and technical support for historical preservation activities.”
4. **Item 11: Relocate this item to item 4**

#### **NATURAL RESOURCES AND OPEN SPACE**

1. **Item 1: In line 1,** change “Mill brook environmental corridor” to “Mill Brook Study Area”
2. **Item 8: Add a statement** “Advocate for the Town to obtain a commitment from the State to address the issue of CSO’s on Arlington’s eastern borders.”
3. **Item 10: Move this item to the Public Services and Facilities Section.**

#### **PUBLIC SERVICES AND FACILITIES**

1. **Item 1: Add** “Consider means to secure Town ownership of Ed Burns Arena.”
2. **Item 2: Amend the first sentence to read:** “Establish a Planned Preventive Maintenance (PPM) program to improve maintenance of all Town facilities and structures, including schools, recreational facilities – indoor and outdoor, parks and open space areas.”
3. **Item 2: Add the funding of an outdoor facilities manager, in addition to the already mentioned building facilities manager.**
4. **Item 2: Budget appropriately for outdoor maintenance.**
5. **Item 4: amend to read:** “Study and develop a plan for addressing Arlington’s long-term public works land related needs, such as cemetery and snow storage needs.”
6. **Item 5: Make this consistent with TRANSPORTATION section, item 2 –** which deals with the development of a “Sidewalk Plan”

There was not time to review and discuss the possible changes to the Implementation Table. The Committee would leave this review to the Planning Department staff to complete.

A draft schedule was presented for the activities coming up – covering the period December through April’s presentation of the Master Plan at the Annual Town Meeting. Outreach opportunities are yet to be determined – dates, locations, audience (Town Meeting members and other residents?) and methods – though the suggestions for locations are Peirce, Stratton, and Hardy Schools and Town Hall; and the dates are proposed for February and March.

**Action:** Carol Kowalski will ask the Town Moderator for extra time on the floor when the Master Plan is presented to the Town Meeting for their vote of support.

The minutes of the meeting of November 6 were reviewed; amendments were proposed and the amended minutes were approved.

The meeting was adjourned at 9:45 PM.  
Minutes submitted by Joey Glushko