



BOARD OF APPEALS  
Town of Arlington  
Arlington, Massachusetts 02476

51 Grove Street  
Telephone (781) 316-3396

MEMORANDUM  
November 22, 2020

Notes from November 20, 2020 Coordination Call

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In Attendance: Christian Klein, Patrick Hanlon, Jennifer Raitt, Paul Haverty, Stephanie Kiefer, John Hession, Marta Nover

Representatives of the Town and the Applicant met via Zoom conference call on Friday, November 20, 2020 to review the status of the review of the comprehensive permit application and discuss the schedule for the review hearings. Per the schedule established at the September 11 meeting, the Applicant delivered a more detailed design package to the Board on November 3. Those documents were provided to the Town's peer-review engineer, BETA Group for their review and comment. In order to allow review of the proposed revisions ahead of resuming hearings, to provide occasions for working sessions with town agencies, and to ensure future hearings will be as productive as possible, the attendees agreed to the following schedule. (Please note that some of the dates have been rearranged per subsequent discussions on Nov. 20.)

- Nov. 24: ZBA Meeting to accept new documentation and present revised review schedule.
- Dec. 1: Conference Call to discuss preparations for Dec. 8 ZBA Hearing. (date flexible)
- Dec. 3: Conservation Commission Working Session on revised submittal package and review documentation.
- Dec. 8: ZBA Hearing to discuss wetland and floodplain submission, reviews, and comments.
- Dec. 9: Possible Transportation Advisory Committee Working Session on transportation analysis.
- Dec. 15: Conference Call to discuss preparations for Dec. 22 ZBA Hearing. (date flexible)
- Dec. 22: ZBA Hearing to continue discussion of wetland and floodplain issues.
- Jan. 5: Conference Call to discuss preparations for Jan. 12 ZBA Hearing. (date flexible)
- Jan. 12: ZBA Hearing to discuss traffic impact study, review, and comments.
- Jan. 19: Conference Call to discuss preparations for Jan. 26 ZBA Hearing. (date flexible)
- Jan. 26: ZBA Hearing to discuss architectural and urban design aspects of project submission.
- Feb. 2: Conference Call to discuss preparations for Feb. 9 ZBA Hearing (date flexible)
- Feb. 9: ZBA Hearing to continue discussions on traffic impact study and urban design issues.



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Feb. 16: Conference Call to discuss preparations for Feb. 23 ZBA Hearing (date flexible)

Feb. 23: ZBA Hearing (Topic TBD).

The “180 Day” date was moved to Friday, April 9, 2021 by mutual agreement after the October 13 hearing.

The Department of Planning and Community Development will continue working to provide Atty. Kiefer with the requested contract documents between the Town and BETA Group.

If there are any questions or concerns regarding these notes, please notify me as soon as possible.

Christian Klein  
ZBA Chair