



Town of Arlington, Massachusetts
Department of Planning and 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 ensure compliance with M.G.L c.40A, § 3A

To: Arlington Redevelopment Board
From: Claire V. Ricker, AICP Secretary Ex-Officio
Subject: Site Plan Review, 259 Broadway, Docket #3881
Date: January 8, 2026

I. Docket Summary

This is an application by Stefanos and Mike Bouboulis, 259 Broadway Realty Trust, 131 Johnson Road, Winchester, MA 01890, to open Site Plan Review Docket #3881 in accordance with the provisions of the Town of Arlington Zoning Bylaw Section 5.8.3, Site Plan Review.

The applicant proposes to demolish the existing four-unit residential building with detached garage and construct a mixed-use building, containing fourteen (14) residential units and two (2) commercial units. A total of five (5) parking spaces will be provided. The applicant has submitted a Transportation Demand Management plan to request a parking reduction. Two affordable housing units are proposed in accordance with Section 8.2, Affordable Housing Requirements of the Zoning Bylaw.

Materials submitted for consideration of this application include:

- Application for Site Plan Review, dated 12/09/25;
- Impact Statement, dated 12/09/25;
- Certified Plot Plan, dated 6/03/24;
- Architectural Plans and Drawings, dated 12/05/25;
- Landscape Plan, dated 11/25/25;
- LEED Checklist, dated 12/06/25;
- Civil Plans, dated 11/07/25;
- Existing Utilities Plan, dated 10/20/25;
- Shadow Diagrams, dated 12/05/25;
- Solar Array Assessment, dated 11/21/25;
- Photometric Plan, dated 11/17/25;
- Transportation Demand Management Plan, dated 12/04/25.

The subject property is located within the Residential Two-Family (R2) zoning district and the Massachusetts Avenue/Broadway Multi-Family Housing (MBMF) Overlay District, which the applicant has elected to apply to this development.

Section 5.8, Multi-Family Housing Overlay Districts, provides a process for the Arlington Redevelopment Board (ARB, or the Board) to review and potentially impose reasonable conditions through Site Plan Review for As of Right Development proposals located within a Multi-Family Housing Overlay District. The ARB shall provide Site Plan Review for projects using the Environmental Design Review Standards set forth in Section 3.4.4 of the Zoning Bylaw.

II. Multi-Family Housing Overlay Districts (Arlington Zoning Bylaw Section 5.8.2)

All site plan reviews applicable to developments under Section 5.8 shall be consistent with the purposes of Section 5.8 and with M.G.L. c. 40A, § 3A, and any Compliance Guidelines issued thereunder, as amended. The purposes of the Multi-Family Housing Overlay Districts are:

- A. To respond to the local and regional need for housing by enabling development of a variety of housing types,
- B. To respond to the local and regional need for affordable housing by allowing for a variety of housing types with affordable housing requirements,
- C. To promote multi-family housing near retail services, offices, civic, and personal service uses, thus helping to ensure pedestrian-friendly development by allowing higher density housing in areas that are walkable to shopping and local services,
- D. To reduce dependency on automobiles by providing opportunities for upper-story and multi-family housing near public transportation,
- E. To encourage environmental and climate protection sensitive development,
- F. To encourage economic investment in the redevelopment of properties,
- G. To encourage residential uses to provide a customer base for local businesses, and
- H. To ensure compliance with M.G.L. c. 40A, § 3A.

III. Site Plan Review/Environmental Design Standards (Arlington Zoning Bylaw, Sections 5.8.3 and 3.4.4)

1. SPR/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.

Under the proposal, building coverage will expand from approximately 1,925 SF to 3,678 SF, an increase of about 30%. The existing lot is very flat with few plantings. The project will enhance the site with vegetative buffers and fencing in the side and rear yards, and new street trees. The applicant should clarify on the landscape plan if the existing street trees on Broadway will be protected during construction and may want to consider replacing the proposed arborvitae and ivy with a diversity of native plantings. There is no landscape minimum under the MBMF Housing Overlay District and there will be minimal changes to the existing grade.

2. SPR/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.

The subject property is zoned Residential Two-Family (R2) and is within the Mass Ave/Broadway Multi-Family Housing (MBMF) Overlay District. The neighborhood consists of a mix of single, two-, four-, and eight- family properties. The proposed development is consistent with the scale and density of properties on Broadway. Color and material choices as well as a non-square building form were selected in consideration of the existing buildings along the corridor and proposed higher density.

3. SPR/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.

The project seeks to enliven the streetscape with two buffer yards, new street trees, decorative paving, large retail storefronts, recessed lighting and benches as the building footprint and parking occupy most of the site. Additionally, an approximately 315-square-foot roof terrace with shading and seasonal plantings is proposed on the fourth floor, which will be visible from the street level.

4. SPR/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 is highly accessible by transit, bike, and walking. The project will provide driveway access via the existing curb cut on Palmer Street and a parking area that can accommodate 5 vehicles. 2 spaces will have access to EV charging. Short walkways will lead from the parking area to the waste and recycling room and to the lobby. The applicant should label and dimension which spaces could be converted into an accessible parking space if needed, and clarify the accessible path from the parking area to the lobby on the plans.

The bicycle parking requirements are shown in the table below. A total of 24 long-term and 2 short-term bicycle spaces are proposed; however, one additional space is required for the 1,220 SF of non-residential development. The applicant should clarify on the plans whether the short-term parking at the rear of the building is covered, and whether a u-rack or other rack type will be installed. Similarly, the applicant should submit a detail of the two-tier bike racks proposed for the storage room. Lastly, the location of the charging stations for electric bikes and scooters must be added to the plan.

Vehicle Parking Requirements – Residential Only		
Required parking spaces	14	
Proposed parking spaces	5 *	
Bicycle Parking Requirements		
Use	Long-Term Parking	Short-Term Parking
Required Bicycle Parking	22	3
Proposed Bicycle Parking	24	2

*The applicant proposes 2 compact car spaces and 3 full-sized vehicle spaces.

The applicant has submitted a Transportation Demand Management plan and requests a parking reduction from 14 spaces to 5 spaces. The applicant proposes the following TDM methods:

- Charge for parking on-site;
- Be located within a quarter-mile walk of a bus stop with scheduled bus service at least every 30 minutes;
- Provide electric bicycle/scooter charging station; and
- Additional strategies.

5. SPR/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 ensure 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.

No stormwater report was submitted. The applicant has submitted a civil plan that shows all run-off from the roof and paved parking areas will drain to a subsurface infiltration system under the driveway. The applicant will apply best stormwater practices and comply with the Town's Stormwater Management bylaw, during and after construction, as approved by the Town Engineer.

6. SPR/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.

All utilities will be located underground. The water and sewer connections are indicated on the proposed civil plans. The applicant should note the Town does not provide individual water meters for each unit on projects of this size; a master meter is provided. The waste and recycling room as shown contains a total of 7 carts (96-gallon each). The applicant should demonstrate the number of carts will be adequate by providing additional information on the frequency of waste and recycling pick-up for the building.

7. SPR/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.

Any signage and advertising will be in accordance with the provisions of Section 6.2 of the Zoning Bylaw, compliant with the Business Sign District requirements. Final signage will need to be submitted, reviewed, and approved administratively by the Department of Planning and Community Development or reviewed by the Board for a sign permit.

8. SPR/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.

A standby generator and a transformer will be located in the rear corner of the site. A six-foot fence with vegetative buffers along the rear and side property sides will screen this area from view of the street and neighboring properties. The larger buffer area will also be used for snow storage; the applicant should verify whether snow will be removed from the property as well.

9. SPR/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.

The interior and exterior of the building have been designed to facilitate building evacuation. The property provides access to the building for fire, police and other emergency personnel and equipment from both Broadway and Palmer Street. Building egress exterior fire exit doors will be well lit. Motion-activated light fixtures will be installed in high-traffic areas. As recommended by the IES/IDA Model Lighting Ordinance, the commercial ground floor exterior lighting along Broadway and Palmer Street should result in no greater than 3 lumens per square foot of light trespass. Currently, the photometric plan indicates excessive spillover from the property onto adjacent sidewalks.

10. SPR/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 property at 259 Broadway is listed on the *Inventory of Historically or Architecturally Significant Properties in the Town of Arlington* and is under the jurisdiction of the Arlington Historical Commission.

11. SPR/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.

The project will utilize light colored siding materials and white roof membranes to reflect sunlight and reduce heat absorption, including for the lower roof area adjoining the roof terrace. Building energy recovery systems will minimize the transfer of heat to the immediate environment. New street trees and tall plantings will also help reduce the Urban Heat Island effect of this building. Condensers for HVAC, a makeup air unit, and plumbing vents will be located on the roof.

12. SPR/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.

This building has been designed to the Passive House standard per energy code requirements. The applicant has completed a LEED checklist and an evaluation of rooftop solar capacity. The project will utilize sustainable building practices and include energy-efficient systems, as well as provide electric bike and EV charging. In addition, the applicant will comply with the Town's Specialized Stretch Energy Code and the Fossil Fuel-Free Bylaw, which will ensure a maximum level of energy efficiency is achieved.

IV. Findings

The following findings are for the Board's consideration:

1. The nature and use of the property is consistent with the purpose and intent of Section 5.8, Multi-Family Overlay Districts.
2. The project is consistent with the Development Standards of Section 5.8 of the Zoning Bylaw.
3. The project is consistent with Site Plan Review/Environmental Design Review standards per Sections 5.8 and 3.4 of the Zoning Bylaw.

4. Up to 40% of on-site parking spaces, or 2 spaces, may be sized for compact cars per Section 5.8.4.F(1)(a) of the Zoning Bylaw.
5. The project is consistent with the requirements for solar energy systems per Sections 5.8.4.H and 6.4 of the Zoning Bylaw.

V. Recommended Conditions

1. 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. 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.
3. Applicant will obtain the necessary building permits and work with the Town Engineer to ensure compliance with all applicable codes.