

Reports of Committees

26-053 - Offered by Isaac Bears, Council President

Committee of the Whole, March 4, 2026, Report to Follow

HEARINGS

26-025

Petition for Grant of Location - National Grid (57 Swan Street)

MOTIONS, ORDERS, AND RESOLUTIONS

26-054 - Offered by Matt Leming, City Councilor

Resolution to Request Snow Clearance Solutions on Roadways Outside 553-569 Winthrop Street

26-055 - Offered by Anna Callahan, City Councilor

Motion to Properly Fund Medford's Tree Canopy

COMMUNICATIONS FROM THE MAYOR

26-051

Submitted by Mayor Breanna Lungo-Koehn

Board and Commission Appointments

26-056

Submitted by Mayor Breanna Lungo-Koehn

Capital Stabilization Fund Appropriation Requests

26-057

Submitted by Mayor Breanna Lungo-Koehn

Regulatory Votes for the Medford Square Parcels Redevelopment Project

26-058

Submitted by Mayor Breanna Lungo-Koehn

Proposed Amendments to the Medford Zoning Ordinance - Medford Square City Hall Overlay District (for referral to the CDB)

PUBLIC PARTICIPATION

To participate outside of Zoom, please e-mail REliseo@medford-ma.gov.

UNFINISHED BUSINESS

25-103 **Proposed Amendments to the Medford Zoning Ordinance
- Other Corridors Districts (for referral to the CDB)**

IN CITY COUNCIL SEPTEMBER 9, 2025

TABLED

26-003 **Appointment of a City Messenger for 2026 and 2027**

IN CITY COUNCIL JANUARY 6, 2026

TABLED

26-019 **Chapter 50, Article IV - Proposed Ordinance Banning Face
Surveillance Technology**

IN CITY COUNCIL JANUARY 20, 2026 APPROVED FOR FIRST
READING

ADVERTISED MARCH 12, 2026 MEDFORD TRANSCRIPT &
SOMERVILLE JOURNAL

IN CITY COUNCIL APRIL 7, 2026 ELIGIBLE FOR THIRD
READING

Reports Due/Deadlines

16-574 University Accountability Report (Next Report Due in
November 2026)

22-026 Quarterly Presentation on City's Financial Health by Chief
Financial Officer/Auditor

22-027 Monthly Copy of Warrant Articles from Chief Financial
Officer/Auditor

24-031 Request a Representative from BJ's Wholesale Club Meet to
Discuss Construction and Neighborhood Concerns

Adjournment



Medford City Council
Medford, Massachusetts

MEETING DATE

March 10, 2026

SPONSORED BY

AGENDA ITEM

26-025 - Petition for Grant of Location - National Grid (57 Swan Street)

FULL TEXT AND DESCRIPTION

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

March 10, 2026

SPONSORED BY

Matt Leming, City Councilor

AGENDA ITEM

26-054 - Resolution to Request Snow Clearance Solutions on Roadways Outside 553-569 Winthrop Street

FULL TEXT AND DESCRIPTION

WHEREAS The area outside 553-569 Winthrop Street is an extended area of road that is technically a driveway;

WHEREAS The Department of Public Works no longer plows driveways, though it will plow public and private ways;

WHEREAS The residents of 553-569 Winthrop have made every effort to secure private snowplows, though the angle of their roadways have discouraged all private contractors from taking up the job;

WHEREAS The recent lack of clearance on this extended roadway and the inability to secure private plowers has led to safety issues for the residents living there;

BE IT THEREFORE RESOLVED That the City of Medford request clarification on the following options from legal counsel, the Department of Public Works, and our Honorable state delegation on the three paths forward:

- Guidance to residence on the steps required and costs of reclassifying certain areas of their driveway to a private way;
- Submission of a Home Rule Petition allowing the City to plow any roadways of a certain length;
- Revision of the City's contracts with snow plowers to allow residents to secure the same services during a snow storm;

BE IT FURTHER RESOLVED that representatives from the Department of Public Works and interested residents of 553-569 Winthrop be invited to the City Council to discuss this issue.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

March 10, 2026

SPONSORED BY

Anna Callahan, City Councilor

AGENDA ITEM

26-055 - Motion to Properly Fund Medford's Tree Canopy

FULL TEXT AND DESCRIPTION

Whereas the goal of government of the City of Medford is to create a sustainable, vibrant, and equitable community through focused investment in housing, economic development, and infrastructure as stated in our 30-year Comprehensive Plan,

Whereas Medford's tree canopy is a vital part of the City's infrastructure that helps to create our sustainable, vibrant, and equitable community and has a replacement value of \$21,822,291,

Whereas climate change exacerbates flooding and summer heat,

Whereas Medford's urban tree canopy reduces surface temperatures by up to 20°F in shaded areas, cleans the air, reduces flooding and enhances public health,

Whereas in Medford, our 9,866 public trees mitigate 2,245,080 gallons of stormwater each year, sequester 211,980 pounds of carbon each year, remove 6,060 pounds of air pollutants each year, and store a cumulative 11,353,660 pounds of carbon over their lifetime,

Whereas tree-lined streets are linked to increased walking activity and improved physical and mental health.

Whereas trees provide important services to the City and its residents, and are a public good, whether they are on private property or public property,

Whereas the residents of the city are adversely impacted by the hot summers, flooding, and air pollution,

Whereas Environmental Justice (EJ) communities often have less canopy, fewer green spaces, lower air quality, and higher summer heat, than other areas of the city and have experienced a greater rate of canopy loss over time,

Whereas a predominance of pavement and buildings and lack of trees and green space results in heat islands, which are areas of extreme heat,

Whereas the city now has an inventory of trees that shows the condition of each tree on its streets and in its parks, and an Urban Tree Management Plan,

Whereas the city's tree canopy in City Rights-of-Ways declined at a rate of 1.67% per year from 2015 to 2021,

Whereas the canopy coverage in Medford's urbanized areas was approximately 35% citywide in 2015 and is now approximately 20%,

Whereas the city removes more trees than it plants per year,

Whereas the city has 912 vacant planting sites and 424 sites with stumps that are suitable for trees on city streets, and 9,880 public trees on Medford-owned land or within the public right-of-way, as surveyed in the Medford Tree Inventory,

Whereas a diverse canopy is a resilient canopy, and whereas, in contrast, Medford's canopy has a preponderance of two species, Norway maples (21.3%) and Callery pear (17.9%), which are invasive, nonnative and on the State's Prohibited Plant List,

Whereas tree canopy is declining citywide, with the greatest losses in residential, right-of-way, and Environmental Justice areas where heat and flooding risks are highest,

Whereas the City's trees are stressed by periodic droughts that are exacerbated by climate change and this stress weakens and kills trees and whereas these problems can be mitigated with appropriate care,

Whereas all recently planted trees need water,

Whereas pruning is necessary to improve the longevity of older trees and the proper growth of young trees,

Whereas increasing resources for planting and managing the urban forest could stem the decline of our valuable tree canopy,

Whereas facilitating the planting of trees on city streets by volunteers could save the city money because contractor-planted ball and burlap trees cost seven to ten times the cost of bare root trees planted by volunteers,

Whereas if Medford increases its annual public tree planting of 200 trees by the end of 2025, maintaining 22% canopy cover on City-managed land by 2030 would require planting roughly 840 trees annually for the next five years,

Whereas the requirements for volunteer planting of trees include identifying a site or sites that are amenable to group planting of trees, a city requirement for liability insurance by the volunteer group, a requirement for informed supervision of volunteer planting, a commitment of the city to water the trees that are planted,

Whereas if Medford increases its annual citywide tree planting of 200 trees by the end of 2025, maintaining 20% canopy cover in urbanized lands by 2030 would require planting roughly 2,360 trees annually for the next five years; now, therefore:

Be it resolved that the City Council urge the administration to fund the full implementation of the Urban Tree Management Plan,

Be it further resolved that the City Council will embed tree and canopy protection requirements into zoning,

Be it further resolved that the City Council urges the administration to embed tree and canopy protection requirements into permitting, capital projects, development processes and resource allocation, development review processes and all relevant City decisions and policies throughout the budgeting, management and administration of the city,

Be it further resolved that the City Council will set a goal of 35% canopy cover in residential areas to be achieved in the next 10 years,

Be it further resolved that the City Council request that the administration allocate resources in the upcoming budget to hiring additional staff or contracting to prune, water and care for the City's trees in regular maintenance cycles, and annually update the tree inventory,

Be it further resolved that the City Council request that the administration allocate resources in the upcoming budget to watering trees planted in the last three years and large trees that the city tree inventory has shown to be in fair to poor condition, on a weekly basis in dry periods during the growing season,

Be it further resolved that the City Council request that the administration obtain yearly LIDAR aerial photography datasets to enable it to monitor the tree canopy throughout the city and assess progress toward goals,

Be it further resolved that the City Council request that the administration allocate resources to ramp up municipal tree planting from 200 to 400 trees per year by 2027,

Be it further resolved that the City Council request that the administration allocate resources in the upcoming budget to foster the volunteer planting of city trees through partnerships with community organizations, by enhancing its budget for trees that are planted by volunteers, by identifying appropriate species for particular tree pits, by ensuring that the appropriate liability insurance can be obtained and funding it if necessary, by agreeing upon protocols for planting trees with appropriate supervision, and otherwise removing barriers and obstacles to volunteer planting, such that volunteers can plant trees by fall of 2026,

Be it further resolved that the City Council request that the administration prioritize locations for planting trees, especially trees that will be large in areas of low canopy, and especially in Management Zones 2 and 3, which roughly encompass the neighborhoods of Wellington, East Medford, Hillside, and South Medford as described in the Urban Forest Management Plan.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Medford City Council
Medford, Massachusetts

MEETING DATE

March 10, 2026

SPONSORED BY

AGENDA ITEM

26-051 - Board and Commission Appointments

FULL TEXT AND DESCRIPTION

Re-appointments

- Jennifer Keenan - Historical Commission
- John Lopes - Board of Assessors

New Appointments

- Sara Berndt - Historical Commission
- Henry Milorin - Council on Aging
- John Dubuc - Water and Sewer Commission
- William Williams - Parks Commission

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. William Williams
2. John Dubuc

BILLY WILLIAMS

Medford, MA (339) 221-2094 Wwilliams3590@gmail.com

PROFESSIONAL SUMMARY

Dedicated and results-driven professional with nearly a decade of experience in management roles, adept at overseeing teams and solving complex challenges. Known for my strong work ethic and commitment to delivering exceptional results. Skilled in streamlining processes and optimizing efficiency to achieve organizational objectives. Now seeking to leverage my extensive managerial experience and problem-solving abilities in a payroll position, where I can contribute to the accurate and efficient management of payroll operations.

SKILLS

Workday

SAP

QuickBooks

Complex Problem-Solving

Verbal and written communication

ADP

Office Suite (Outlook, Excel, Word, PowerPoint, OneNote)

Staff Training and Development

Team Leadership

WORK HISTORY

10/2024 to Current **Head of Payroll**

Danforth Advisors – Waltham MA

- Process of Semi-Monthly and Bi-Weekly payrolls across 6 companies
- Merged 6 different payroll cycles into Workday after acquisition.
- Maintain Workday Payroll reporting and integration.
- Lead multi-state taxation process for 6 companies across 40 states/UK.
- Payroll reporting for Finance using Workday
- ADP Smart Compliance maintenance

10/2021 to 10/2024 **Manager, Americas Payroll**

Bain & Company Inc – Boston MA

- Oversee the US payroll tax process including year-end reporting and W-2 processing.
- Maintain Workday Payroll reporting and integration.
- Support multi-state taxation process for traveling firm registered in 47 states.
- Lead changes with internal HR, Comp, Finance, and Mobility departments that help our payroll process.
- Train new employees on how to use Workday and ADP suite
- Implement/Test Workday semi-annual release updates with internal Workday Support team.

- Support US Payroll for Monthly, Semi-Monthly and Weekly Pay cycles.
- Work with international payroll teams on Mobility impacts

07/2018 to 10/2021 **Specialist, Americas Payroll**

Bain & Company Inc – Boston, MA

- Processed Semi-Monthly and Monthly payroll for 5,000+ active employees using Workday.
- Month-end Payroll GL reporting using SAP.
- Secondment reporting
- Processed US taxes using ADP SmartCompliance
- Communicated with employees on payroll questions due to traveling for work and tax implications.
- Maintained certificate of coverage payroll reporting for transfers coming into the US.

06/2014 to 07/2018 **Lead Accountant**

LTI Worldwide Limousine – Chelsea, MA

- Managed team processing payroll using ADP Workforce Now
- Full accounting cycle for Limousine company with 15+ million of gross revenue
- Reduced month-end closing timeframes by developing efficient procedures for reconciliations and journal entries using QuickBooks.
- Worked directly with owner on internal policies and potential risk associated.
- Programmed new computers and tablets for office and vehicles.
- Reconciled bank transactions through Eastern Bank online portal.

EDUCATION

07/2013

Bachelor of Science: Accounting

University of Massachusetts - Dartmouth - North Dartmouth, MA

John Dubuc
10 Cherry Street
Medford, MA 02155
Phone: (617)997-7429
Email: jayfat@comcast.net

OBJECTIVE:

A career oriented professional with more than ten years experience. My objective is to obtain a position where I can use my years of experience in a challenging, progressive environment.

**PROFESSIONAL
EXPERIENCE:**

- 2019-present MWRA, Chelsea, MA**
Wastewater Operator
Run wastewater facilities
ESU
Respond to any suspected incidents of intentional or accidental contamination of the Water system that may result in a shutdown of the system.
M&O Specialist
Performs inspections, overhauls, maintenance and repairs of various mechanical, electrical-mechanical and hydraulic systems at various loctions.
OMC Laborer
Perform routine and skilled manual tasks as assigned; assist operations, maintenance and skilled trades staff as required.
- 2017-2019 City of Waltham, Waltham, MA**
MEO. Water and Sewer
Responsible for maintenance, repair and installation of water service, server service and repair to water mains.
- 2005-present Smith Construction, Medford, MA**
Plumber
Residential and commercial plumbing
- 2003-present John Dubuc, Medford, MA**
Plumbing Contractor
Specializing in all trades.
- 2015-2016 Sagamore Plumbing and Heating**
Plumber
Commercial plumbing
- 2003-2008 Philip Capello, Malden, MA**
Plumbing Apprentice
Assist with in home installation
- 2001-2003 Glenwood Oil, Winchester, MA**
Truck Driver

Deliver home heating oil
Service in home oil burners

2002-2002 **F. W. Russell, Somerville, MA**
Truck Driver
 Responsible for the pick-up of recycling bins from various cities.

2002-2003 **Road One, Medford, MA**
Truck Driver
 Responsible for answering police calls
 Responsible for answering AAA calls

1999-2001 **Watson Mail Communications, Everett, MA**
Truck Driver
 Responsible for daily delivery of first-class mail to the United States Post Office.
 Ensure timely distribution of mailing supplies to all departments
 Receive and ship all stock for mailing using computer manifest system
 Establish new standard operating procedures to help improve organizational workflow within department

1996-1999 **CCP Construction, Stoneham, MA**
Laborer
 Responsible for assisting tradesmen with various assignment

EDUCATION

1984-1988	St. Clements High School, Diploma	2006 Gaslite Installer, License
1990	TAD Technical Institute, Certificate	2006 Tracpipe, License
1999	Nationwide Tractor Tailor, Class A License	2006 Pureflow, License
1999	Exxon, Certificate	2006 Contractors License
2005	Plumbing Apprentice License	2007 Plumbing II Certificate
2006	Plumbing 1 Certificate	2015 OSHA 10 Certificate
		2018 Backflow/Cross Connection
		2018 Cross Connection Surveyor
		2019 D1/D2 Concept and Practices In Water Distribution Course
		2019 OSHA 40 Certificate
		2019 Wastewater 2-4 class complete
		2019 D1 Water Distribution License
		2020 Wastewater 2 License
		2020 Confined Spaces certificate

2020	Intro to Maximo Work Orders
2020	OSHA 8 HAZWOPER refresher
2020	Intro to Water/Wastewater
2020	Supervisor Training Program



**MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN**

March 4, 2026

Via Electronic Delivery

To the Honorable President and
Members of the Medford City Council
Medford City Hall
Medford, MA 02155

Re: Capital Stabilization Fund Appropriation Requests

Dear President Bears and Members of the City Council:

I respectfully request and recommend that your Honorable Body approves the following appropriations from the Capital Stabilization Fund:

- New gym floor at Recreation Center in the Chevalier, in the amount of One Hundred Sixty Thousand Dollars and Zero Cents (\$160,000.00); and
- A used Zamboni for the Recreation Department, in the amount of Nine Thousand Nine Hundred and Ninety-Five Dollars and Zero Cents (\$9,995.00).

Recreation Director Kevin Bailey will be available for questions on the above requests.

The Capital Stabilization Fund currently has a balance of \$10,133,846.

Thank you for your kind attention to this matter.

Respectfully submitted,


Breanna Lungo-Koehn
Mayor



**MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN**

March 3, 2026

Via Electronic Delivery

To The Honorable President and
Members of the Medford City Council
Medford City Hall
Medford, MA 02155

Re: Regulatory votes for the Medford Square Parcels Redevelopment Project

Dear President Bears and Members of the City Council:

After almost two decades of studies and plans, including recommendations from the Comprehensive Plan in 2022 and a Medford Square Municipal Lots Disposition Engagement Effort in 2023, the City released a Request for Proposals in 2024 to redevelop the three city-owned lots in Medford Square along Clippership Drive. As has been previously presented to this august body, Transom Real Estate has been selected as a partner for this redevelopment.

We respectfully request and recommend that your Honorable Body approve the following language that has been provided by KP Law as a required step that is now necessary in this process:

CITY COUNCIL VOTE

Ordered that:

- (a) The City-owned parcels of land described below are hereby declared surplus to the needs of the City and are available for disposition by long-term ground lease, which parcels are located on Riverside Avenue and Clippership Drive and are identified more particularly as follows: Lot A (comprising of Assessor's Parcels M-09-6C, M-09-6D, O-10-4, O-10-4A, O-10-4B, and O-10-8), Lot B (comprising of Assessor's Parcels M-09-13A, M-09-15, and M-09-16, and Lot C (comprising of Assessor's Parcels M-09-17, M-09-20, M-09-21, M-09-22, and M-10-1A) (collectively, the "City Property");
- (b) The care, custody and control of the City Property is hereby transferred from the board or officer having charge thereof for the purposes for which the City Property is held to the Mayor for the purpose of leasing;
- (c) Authorize the Mayor to lease the City Property pursuant to a 99-year ground lease to Transom Real Estate, LLC or an affiliate on such terms and conditions as the Mayor

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**MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN**

deems appropriate, which may include a Site Control Agreement, setting forth the terms and conditions pursuant to which the City will lease the City Property, and a Land Development Agreement, setting forth terms governing the construction and development of the City Property; and, further,

- (d) Authorize the Mayor to take any and all actions as may be necessary or appropriate to promote the development of Medford Square, including, without limitation, acquiring rights in the City Property and/or portions thereof by eminent domain for the purpose of perfecting the City's title to the same, granting such easements on the City Property as may be necessary or appropriate to serve the proposed development, and entering into any and all agreements as may be necessary or appropriate to accomplish the foregoing.

Alicia will be present to answer any questions with regard to this request. Additionally, Shirin Evertt, Esq of KP Law, and Peter Spelliios, Principal of Transom Real Estate, will also be available via zoom.

Thank you for your consideration.

Respectfully submitted,

Breanna Lungo-Koehn

A handwritten signature in blue ink, appearing to read "Breanna Lungo-Koehn".

Mayor

Alicia Hunt

A handwritten signature in blue ink, appearing to read "Alicia Z. Hunt".

Director of Planning, Development & Sustainability



**MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN**

March 4, 2026

Via Electronic Delivery

To The Honorable President and
Members of the Medford City Council
Medford City Hall
Medford, MA 02155

Re: Medford Square City Hall Overlay District Zoning Amendment

Dear President Bears and Members of the City Council:

Please see the enclosed proposed Medford Square City Hall Overlay District Zoning Amendment for the parcels that are the subject of the Medford Square Parcel Redevelopment Request for Proposals issued in the fall of 2024. This overlay will facilitate the project presented by Transom Real Estate, LLC (Transom). Also enclosed is a letter from Nutter McClennen & Fish LLP, which represents Transom.

Director of Planning, Development & Sustainability Alicia Hunt, Attorneys Shirin Everett and Robin Stein of KP Law and Transom Principal Peter Spellios will be available to answer any questions.

Thank you for your kind attention to this matter.

Respectfully submitted,


Breanna Lungo-Koehn
Mayor

Enclosures

Medford Square City Hall Overlay District Zoning Amendment

This memorandum contains draft text for the following proposed zoning changes:

Amend Section 94-2.3. Overlay and Special Districts	page 2
Amend Section 94-3.2. Table of Use Regulations (Table A) Dimensional Standards	page 3
Amend Section 94-4.1. Table of Dimensional Requirements (Table B)	page 9
Amend Section 94-12.0. Definitions	page 10
Insert Section 94-9.6. Medford Square City Hall Overlay District	page 11

Amend Section 94-2.3. Overlay and Special Districts.

Add the following row to the list of overlay and special districts:

Medford Square City Hall Overlay District	MSO
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Amend Section 94-3.2 c Table of Use Regulations (Table A) by incorporating the following table into the existing table and renumbering as appropriate:

		Medford Square City Hall Overlay District	
		MSO	
			PC ⁵
			LC
A. RESIDENTIAL USES			
1. Detached one unit dwelling	N		2 per Dwelling Unit
2. Attached one-unit dwelling (Rowhouse)	N		1.5 per Dwelling Unit ⁴
3. Detached two unit dwelling (Duplex)	N		1.5 per Dwelling Unit ⁴
4. Three-unit dwelling, detached	Y		1.5 per Dwelling Unit ⁴
5. Multiplex (4-6 units)	Y		1.5 per Dwelling Unit ⁴
6. Multiple dwelling, (> 6 units)	Y		1.5 per Dwelling Unit ⁴
7. Dormitory, fraternity or sorority house	N		1 per 4 beds
8. Lodging or boarding house	CDB		1 per Guestroom
9. Senior housing facility	CDB		1 per 2 Units
10. Co-housing	CDB		1.5 per Dwelling Unit ⁴
11. Congregate Housing	N		1.5 per Dwelling Unit ⁴
12. Townhouse	Y		1.5 per Dwelling Unit ⁴
13. Historic Conversion	Y		1.5 per Dwelling Unit ⁴
B. COMMUNITY USES			
1. Museum	Y		1 per 750 s.f.
2. Community center or adult recreational center, nonprofit	CDB		1 per 750 s.f.
3. Use of land or structures for religious purposes on land owned or leased by a religious sect or denomination	Y		1 per 140 s.f.
4. Use of land or structures for educational purposes on land	Y		1 per 750 s.f.

owned or leased by the Commonwealth or any of its agencies, subdivisions or bodies politic or by a religious sect or denomination or by a nonprofit educational corporation				
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	MSO	PC ⁵	LC
5. Child care center or school aged child care program	Y	1 per 750 s.f.	1/15,000 s.f.
6. Public fire station	Y	1 per 2 employees	1/50,000 s.f.
7. Public library	Y	1 per 750 s.f.	1/15,000 s.f.
8. Other municipal uses	Y	NA	NA
9. Essential Services	CDB	NA	NA
10. Hospital, non-profit	N	1 per 4 beds	1/15,000 s.f.
11. Other Institution	CDB	1 per 750 s.f.	1/15,000 s.f.
C. OPEN RECREATIONAL AND AGRICULTURAL USES			
1. Private open recreational uses, available to the public	Y	1 per 750 s.f.	1/15,000 s.f.
2. Public open recreational uses	Y	1 per 750 s.f.	NA
3. Exempt Agriculture	Y	NA	NA
4. Production of crops, horticulture and floriculture	N	NA	1/15,000 s.f.
5. Keeping and raising of livestock, including animal stable or kennel	N	NA	1/15,000 s.f.
D. COMMERCIAL USES			
1. Private entertainment or recreation facility excluding adult uses	Y	1 per 350 s.f.	1/15,000 s.f.
2. Public entertainment or recreation facility	N	1 per 350 s.f.	1/15,000 s.f.
3. Private nonprofit members only recreational club or lodge	Y	1 per 750 s.f.	1/15,000 s.f.
4. Trade, professional, or other school operated for profit	Y	1 per 750 s.f.	1/15,000 s.f.
5. Hotel	Y	1 per Guestroom	1/15,000 s.f.
7. Mortuary, undertaking of funeral establishment	N	1 per 140 s.f.	1/15,000 s.f.
8. Adult use	N	1 per 350 s.f.	1/15,000 s.f.

9. Brewery or taproom ¹	Y	1 per 350 s.f.	1/15,000 s.f.
10. Artisanal Fabrication	Y	1 per 350 s.f.	1/15,000 s.f.

	MSO	PC ⁵	LC
11. Artistic/Creative Production	Y	1 per 350 s.f.	1/15,000 s.f.
12. Work-Only Artists' Studio	Y	1 per 350 s.f.	1/15,000 s.f.
13. Co-working Space	Y	1 per 350 s.f.	1/15,000 s.f.
14. Retail Store or Shop for Sale of Custom Work or Articles Made on the Premises	Y	1 per 350 s.f.	1/15,000 s.f.
E. OFFICE USES			
1. Business, professional, or government office	Y	1 per 350 s.f.	1/15,000 s.f.
2. Bank and other financial institution	Y	1 per 350 s.f.	1/15,000 s.f.
3. Neighborhood Medical Office	Y	1 per 350 s.f.	1/15,000 s.f.
4. Medical Office	CDB	1 per 350 s.f.	1/15,000 s.f.
5. Clinic	CDB	1 per 350 s.f.	1/15,000 s.f.
F. RETAIL AND SERVICE USES			
1. Retail Sales	Y	1 per 350 s.f.	1/15,000 s.f.
2. Convenience retail	Y	1 per 500 s.f.	1/15,000 s.f.
3. Neighborhood retail	Y	1 per 750 s.f.	1/15,000 s.f.
4. Drive through retail sales and consumer service	N	1 per 350 s.f.	1/15,000 s.f.
5. Consumer service establishment	Y	1 per 350 s.f.	1/50,000 s.f.
7. Body art establishment	Y	1 per 850 s.f.	1/50,000 s.f.
8. Adult Use Marijuana Establishment—Cultivation	ZBA	1 per 350 s.f.	1/50,000 s.f.
9. Adult Use Marijuana Establishment—Manufacture and processing	ZBA	1 per 350 s.f.	1/15,000 s.f.
10. Adult Use Marijuana Establishment—Retail	ZBA	1 per 350 s.f.	1/15,000 s.f.
11. Adult Use Marijuana Establishment—Independent laboratory	ZBA	1 per 350 s.f.	1/15,000 s.f.
12. Doggy Daycare	Y		

	MSO	PC ⁵	LC
G. EATING, DRINKING, AND ENTERTAINMENT ESTABLISHMENTS			
1. Eating place, without drive through	Y	1 per 350 s.f.	1/50,000 s.f.
2. Eating place, with drive through	N	1 per 350 s.f.	1/15,000 s.f.
3. Neighborhood Café	Y	1 per 350 s.f.	1/50,000 s.f.
H. MOTOR VEHICLE RELATED USES			
1. Motor vehicle light service station	N	1 per 350 s.f.	1/50,000 s.f.
2. Motor vehicle repair establishment	N	1 per 350 s.f.	1/50,000 s.f.
3. Motor vehicle sales or rental of new vehicles only, accessory storage entirely within enclosed structure	N	1 per 1,040 s.f.	1/50,000 s.f.
4. Outdoor motor vehicle sales and storage accessory to H.3	N	NA	NA
5. Motor Vehicle sales and storage, outdoors	N	NA	NA
6. Class II used motor vehicle sales	N	NA	NA
7. Motor vehicle wash within enclosed structure	N	1 per 350 s.f.	1/50,000 s.f.
I. MISCELLANEOUS COMMERCIAL USES			
1. Parking area or garage not accessory to permitted principal use:		NA	NA
Residential	Y		
Nonresidential	Y	NA	NA
2. Parking area or garage accessory to a principal use which is on the same lot as a conforming principal use	Y	NA	NA
3. Parking area or garage accessory to a principal use which is within 500 feet of a conforming principal use but not necessarily in the same district	Y	NA	NA
4. Parking area or garage accessory to a principal use which is on the same lot as a nonconforming principal use	N	NA	NA

	MSO	PC ⁵	LC
5. Parking area or garage accessory to a principal use which is within 500 feet of a conforming principal use in the same MUZ district ³	N	NA	NA
6. Municipal Parking area or garage as a principal use	Y	NA	NA
7. Open Storage	N	1 per 1,400 s.f.	1/15,000 s.f.
8. Moving of land	N	NA	NA
9. Radio and television tower	N	NA	NA
10. Solar energy system	Y	NA	NA
J. WHOLESALE, TRANSPORTATION, INDUSTRIAL USES			
1. Fuel and ice sales	N	1 per 1,400 s.f.	1/50,000 s.f.
2. Motor freight terminal	N	NA	NA
3. Printing and publishing	N	1 per 1,400 s.f.	1/50,000 s.f.
4. Railroad right-of-way	Y	NA	NA
5. Manufacturing	N	1 per 2 employees	1/50,000 s.f.
6. Research and testing laboratory	N	1 per 2 employees	1/50,000 s.f.
7. Plumbing or carpentry shop, and other similar service or repair shops	N	1 per 350 s.f.	1/15,000 s.f.
8. Wholesale bakery or food processing plant	N	1 per 2 employees	1/15,000 s.f.
9. Wholesale laundry, cleaner, dyer, or similar use	N	1 per 1,400 s.f.	1/50,000 s.f.
10. Warehouse, Wholesale establishment	N	1 per 1,400 s.f.	1/15,000 s.f.
11. Mini or self-storage warehouse	N	1 per 1,400 s.f.	1/50,000 s.f.
12. Distillery or winery	Y	1 per 350 s.f.	1/15,000 s.f.
13. Food Production Facility	Y	1 per 2 employees	1/50,000 s.f.
14. Life Sciences Facility	N	1 per 2 employees	1/50,000 s.f.
15. Light Manufacturing	Y	1 per 2 employees	1/50,000 s.f.

16. Maker Space	Y	1 per 2 employees	1/50,000 s.f.
17. Shared-use Kitchen	CDB	1 per 1,000 s.f.	1/15,000 s.f.

	MSO	PC ⁵	LC
K. ACCESSORY USES			
1. Accessory Dwelling Units (see § 94-8.2) ¹	Y	Per § 94-8.2	NA
2. Home occupation (see § 94-3.4) As of right	Y	1 per 350 s.f.	NA
By special permit	Y	1 per 350 s.f.	NA
3. Accessory child care center or school aged child care program	Y	1 per 2 employees	
4. Family day care home	Y	1 per 2 employees	NA
5. Family day care home, large	CDB	1 per 2 employees	NA
6. Adult day care home	CDB	1 per 2 employees	NA
7. Renting of one or two rooms without separate cooking facilities to lodgers within a dwelling unit to one or two total lodgers	Y	1 per Guestroom	NA
8. Noncommercial greenhouse, tool shed, or similar accessory structure	N	NA	NA
9. Swimming pool	Y	NA	NA
10. Scientific research and development, as provided at section 94-3.3.3.1	Y	NA	NA
11. Keno	N	NA	NA
12. Open Storage	N	1 per 1,400 s.f.	1/15,000 s.f.
13. Heavy repair operations	N	1 per 350 s.f.	1/15,000 s.f.
L. OTHER PRINCIPAL USES			
1. Mixed-Use, Community	Y		
2. Mixed-Use, Development	Y		

¹Subject to change with the revision of the new ADU ordinance.

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Amend Section 94-4.1 Table of Dimensional Requirements (Table B.3) by incorporating the following table:

Dimensions	MSO
Lot Area sf (Min)-under review	4,000
Frontage (Min)	40
Façade Build Out (Min)	80% ³
Active Ground Floor (Min)	60% ³
Residential Density (Units per lot) (Min-Max):	-
Historical Conversion (Max) ¹	Y
Max Base Height (Stories)	8
Max Incentive Height (Stories)	5
Front (Min/Max)	0/20
Side	0
Rear	0
Building Coverage (Max)	90%
Green Score ²	25
Pervious Surface ² (Min)	10%
Open Space (Min)	10%

¹Maximum permissible number of units is determined dividing the Gross Floor Area of the existing principal structure by 900 sf. Each unit within the existing building must have a minimum area of 900 sf. Additions and expansions to the existing building shall not increase the number of units allowed.

²The Green Score only applies to the construction of any new principal building or major renovation that:

- a) Is located within the FEMA National Flood Hazard Layers; or
- b) Requires Site Plan Review

In those cases, Pervious Surface requirement does not apply.

³ Active Ground Floor and Façade Build Out requirements shall not apply to parking garage structures not accessory to a permitted principal use.

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Amend Section 94-12.0 Definitions by amending the following definitions:

Building Coverage: The maximum area of a lot that is permitted to be covered by the combination of principal buildings, accessory buildings, and accessory structures. The building coverage of a structure is measured from the outside of the exterior walls at the ground story, including covered porches and building components.

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94-9.6 MEDFORD SQUARE CITY HALL OVERLAY DISTRICT

94-9.6.1. Purpose. The purpose of the Medford Square City Hall Overlay District (MSO) is to allow a mix of uses, including lower-scale residential, multifamily, and commercial to meet the following needs for the square:

1. Wide variety of uses and building types to support jobs and economic development near established residential neighborhoods, providing options for living within walking distance of jobs, goods, and services.
2. Mixed-use, multifamily, and commercial uses at a density appropriate to walkable, urban corridor.
3. To facilitate the redevelopment of multiple City-owned parcels of land within Medford Square.

94-9.6.2. Applicability. The MSO establishes an overlay district to apply over the existing zoning districts and is shown on the Zoning Map, City of Medford, Massachusetts, as amended. An applicant may develop within this district in accordance with the provisions of Section 94-9.6 and other relevant sections of the Zoning Ordinance. Any land contained within the MSO shall be subject to all of the provisions of this Section and only to other sections of this Ordinance where specifically incorporated by reference herein. The provisions of Sections 6.2 (Signs), 6.1 (Parking and Loading), 8.1 (Inclusionary Housing), and 11.0 (Administration and Enforcement) shall apply to the MSO.

94-9.6.3. Dimensional Requirements.

1. Side and Rear Setbacks. If the proposed development is adjacent to an existing lot with a residential use of fewer than 5 units, the applicant shall provide a landscaped buffer of at least 10 feet wide. The property owner shall maintain the buffer and landscaping.
2. Multi-Buildings Lots. In the MSO, lots may have more than one principal building.
3. Ground Floor Active Frontage. Active uses are required on the ground floor of any building with its principal façade parallel to Salem Street, High Street, Riverside Avenue, and Clippership Drive subject to the Active Frontage percentages set forth

in Section 94-4.1 Table of Dimensional Requirements (Table B). Active uses include retail, restaurant and cafés, personal services, other active commercial uses, publicly-accessible office or residential lobbies, and active building amenity spaces (e.g. gym or residential common space). Where active commercial uses are not feasible, the following may be substituted: residential stoops; a setback of green, open space or public space with seating; landscaping; public art, such as a mural or sculpture; or any use that provides an engaging ground floor.

4. **Energy-Efficiency.** The Site Plan Review Authority or Special Permit Granting Authority may waive the height and setbacks in 94-9.6.6 Development Standards to accommodate the installation of solar photovoltaic, solar thermal, living, and other eco-roofs, energy storage, and air-source heat pump equipment. Such installations shall not create a significant detriment to abutters in terms of noise or shadow and must be appropriately integrated into the architecture of the building and the layout of the site. The installations shall not provide additional habitable space within the development.
5. **Waivers of Dimensional Requirements.** The following waivers are available to the Site Plan Review or Special Permit Authority for projects within the MSO
 - a. **Height Waiver 1.** The limitation on height of buildings shall not apply to chimneys, ventilators, towers, silos, spires, or other ornamental features of buildings, which features are in no way used for living purposes and do not constitute more than 25% of the ground floor area of the building.
 - b. **Height Waiver 2.** The minimum height requirement may be waived by a Special Permit from the Community Development Board for projects that are consistent with the purpose of the district and the goals of the Medford Comprehensive Plan.
 - c. **Drop-off zone.** The required setback distances may be waived to allow for a cut-out along the curb for loading and short term parking for deliveries or drop-off/pick-up zones. Such a cut-out must be coordinated with City staff. The required setback distances may also be waived to allow a development to meet the requirements of Chapter 91.

94-9.6.4. Development Standards and Design Guidelines.

1. **Design Guidelines.** The Community Development Board may adopt and amend, by simple majority vote, Design Standards which shall be applicable to all rehabilitation, redevelopment, or new construction submitted under this MSO. Such Design Guidelines may address the scale and proportions of building, the alignment, width, and grade of streets and sidewalks, the type and location of infrastructure, the location of building and garage entrances, off-street parking, the

protection of significant natural site features, the location and design of on-site open spaces, exterior signs, and buffering in relation to adjacent properties. Design Guidelines may contain graphics illustrating a particular standard or definition to make such a standard or definition clear and understandable.

2. **Applicability of Development Standards.** The below Development Standards shall apply to all projects submitted under this MSO but are waivable by the Community Development Board in the interests of design flexibility and overall project quality and upon a finding of consistency of such variation with the overall purpose and objectives of the MSO. These standards, along with any Design Guidelines adopted under paragraph 1, above, are components of the Site Plan Review and Special Permit processes as defined in this Zoning Ordinance and are waivable within those processes.
3. **Site Standards.**
 - a. **Connections.** Sidewalks shall provide direct connections among building entrances, the public sidewalk (if applicable), bicycle storage and parking.
 - b. **Sidewalk Materials.** Sidewalks shall be continuous across driveways, using the same materials and grade and level as the sidewalk on either side of the driveway.
 - c. **Vehicular access.** Where feasible curb cuts shall be minimized, and shared driveways encouraged. Curb cuts for one-way access shall be no more than twelve (12) feet in width, while curb cuts for two-way traffic shall be no more than twenty (20) feet in width. Designated drop-off and pick-up areas for deliveries and ride-sharing companies should be incorporated to reduce conflicts associated with double-parking and blocking of bicycle lanes, crosswalks, and bus stops. These areas should be clearly marked with signs and conveniently located near entrances to buildings and major destinations.
 - d. **Circulation.** Parking and circulation on the site shall be organized to reduce the amount of impervious surface. Where possible, parking and loading areas shall be connected to minimize curb cuts onto the public rights-of-way.
 - e. **Open Space.** Open Space shall be contiguous and connected to the pedestrian network. Isolated pockets of space that cannot be accessed for maintenance are prohibited. Open Space may be either private or public. Public open space shall be in the front or side setback. A minimum third of the requested open space, permeable, shall be landscaped.

- f. **Screening for Surface Parking.** Surface parking adjacent to a public sidewalk shall be screened by a landscaped buffer of sufficient width to allow the healthy establishment of trees, shrubs, and perennials, but no less than [six (6)] feet. The buffer may include a fence or wall of no more than three feet in height unless there is a significant grade change between the parking and the sidewalk. Chain-link and vinyl fences are prohibited.
- g. **Parking Materials.** The parking surface may be concrete, asphalt, decomposed granite, bricks, or pavers, including pervious materials but not including grass or soil not contained within a paver or other structure.
- h. **Plantings.** Plantings shall include species that are native or adapted to the region. Plants on the Massachusetts Prohibited Plant List, as may be amended, shall be prohibited.
- i. **Lighting.** Light levels shall meet or exceed the minimum design guidelines defined by the Illuminating Engineering Society of North America (IESNA) and shall provide the illumination necessary for safety and convenience while preventing glare and overspill onto adjoining properties and reducing the amount of skyglow.
- j. **Mechanicals.** Mechanical equipment at ground level shall be screened by a combination of fencing and plantings. Rooftop mechanical equipment shall be screened if visible from a public right-of-way.
- k. **Dumpsters.** Dumpsters shall be screened by a combination of fencing and plantings. Dumpsters or other trash and recycling collection points located within the building are preferred.
- l. **Stormwater management.** Strategies that demonstrate the compliance of the construction activities and the proposed project with the most current versions of the Massachusetts Department of Environmental Protection Stormwater Management Standards, the Massachusetts Stormwater Handbook, Massachusetts Erosion Sediment and Control Guidelines, and the City of Medford's Stormwater Management Rules and Regulations. The applicant shall also provide an Operations and Management Plan for both the construction activities and ongoing post-construction maintenance and reporting requirements.

4. General Building Standards

- a. **Position relative to the principal street.** The primary building shall have its principal façade and entrance facing the principal street.

- b. Entries. Where feasible, entries shall be clearly defined and linked to a paved pedestrian network that includes the public sidewalk.
- 5. Multiple buildings on a lot.
 - a. Location of Mixed Uses. For a mixed-use development, uses may be mixed within the buildings
 - b. Orientation. The orientation of multiple buildings on a lot should reinforce the relationships among the buildings. All building façade(s) shall be treated with the same care and attention in terms of entries, fenestration, and materials.
 - c. Position relative to the street. Building(s) adjacent to a public street shall have a pedestrian entry facing that public street.
- 6. Mixed-use development.
 - a. Access. In a mixed-use building, access to and egress from the residential component shall be clearly differentiated from access to other uses. Such differentiation may occur by using separate entrances or egresses from the building or within a lobby space shared among different uses.
 - b. Connections. Paved pedestrian access from the residential component shall be provided to residential parking and amenities and to the public sidewalk, as applicable. Paved surfaces may include pervious paving materials.
 - c. Material Storage. Materials for non-residential uses shall be stored inside or under cover and shall not be accessible to residents of the development.
 - d. Shared Outdoor Space. Multi-family housing and mixed-use development shall have common outdoor space that all residents can access. Such space may be in any combination of ground floor, courtyard, rooftop, or terrace. All outdoor space shall count towards the project's minimum Open Space requirement.
- 7. Corner Lots. A building on a corner lot shall indicate a primary entrance either along one of the street-facing façades or on the primary corner as an entrance serving both streets.
 - a. Connections. Such entries shall be connected by a paved surface to the public sidewalk, if applicable.

8. Parking. Accessory parking shall be subordinate in design and location to the principal building façade.
 - a. Surface parking. Surface parking shall be located to the rear or side of the principal building. Parking shall not be in the setback between the building and any lot line adjacent to the public right-of-way.
 - b. Integrated garages. The principal pedestrian entry into the building shall be more prominent in design and placement than the vehicular entry into the garage.
 - c. Parking structures. Accessory above-grade parking structures (stand-alone or within a residential, commercial, or mixed-use building) shall be subordinate in design and placement to the primary uses.
 - d. Electric Vehicle (EV) Charging Spaces. One EV charging space is required for every twenty (20) parking spaces, rounded up to the next highest number of EV stations.
 - e. Bicycle parking. For a multi-family development or a mixed-use development, a minimum of 50% of the required bicycle spaces shall be covered or integrated into the structure of the building(s). E-bike storage is only permitted in an area that is separated from the dwelling units by a fire-rated structure.

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The City of Medford Zoning Map is hereby amended to apply the Medford Square Overlay District to the parcels numbered, M-09-21, M-09-22, M-10-01A, M-09-17, M-09-20, M-09-13A, M-09-15, M-09-16, O-10-8, O-10-4, O-10-4A, O-10-4B, M-09-6B, M-09-6C, M-09-6D and those portions of Clippership Drive and the land adjacent to Clippership Drive which are within the above-listed parcels.

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Valerie A. Moore

Direct Line: (617) 439-2233

Fax: (617) 310-9233

E-mail: vmoore@nutter.com

March 3, 2026

127460-1

Via Electronic Mail

Medford City Council
City Clerk's Office
85 George P. Hassett Drive
Medford, MA 02155

Re: Petition for Medford Square Overlay District Zoning Amendment and Zoning Map Amendment

Dear Members of the City Council:

Nutter McClennen & Fish LLP represents Transom Real Estate, LLC ("Applicant"). With the consent of the City of Medford as owner of the underlying parcels of land ("Petitioner"), pursuant to M.G.L. c. 40A, § 5, the Applicant and the Petitioner request that the City Council amend the text of the Medford Zoning Ordinance to create the Medford Square Overlay District as proposed in the enclosed text amendment and amend the Medford Zoning Map to apply the Medford Square Overlay District to the parcels of land listed on the enclosed map amendment.

Following a competitive request for proposals process, the Applicant was selected by the City of Medford as the successful bidder for the redevelopment of certain City-owned parcels of land in Medford Square. The Applicant presented a vision for the parcels, including multifamily housing, a new grocery store, a café, a parking garage and public art (the "Project").

In order to facilitate the construction of the Project, the Applicant proposes to amend the City's Zoning Ordinance to create an overlay district which will allow the proposed uses and the structures as-of-right, subject to site plan review by the Community Development Board. The proposed overlay is generally consistent with the draft zoning that is undergoing a public hearing process for Medford Square. We have proposed an overlay so that if changes to the proposed zoning are made during that public hearing process, the Applicant's project will not be impacted by those changes. As the Applicant and the City advance their discussions and thus the Applicant advances its plans, the proposed overlay will provide certainty to both the Applicant and the City as to what is allowed and what requirements must be met for the development.



March 3, 2026

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We look forward to discussing the Applicant's vision for the site further with you and are happy to provide any additional information you require.

Very truly yours,

A handwritten signature in blue ink that reads "Valerie A. Moore". The signature is written in a cursive, flowing style.

Valerie A. Moore

VAM:

Enclosures

cc: Peter Spellios
Maxwell Cassidy
Alicia Hunt

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