



City of Somerville

PLANNING BOARD

City Hall 3rd Floor, 93 Highland Avenue, Somerville MA 02143

TO: Planning Board
FROM: OSPCD Staff
SUBJECT: 366 Broadway, ZP25-000087
POSTED: January 8, 2026

RECOMMENDATION: Approve

Staff memos are used to communicate background information, analysis, responses to public comments, review of statutory requirements and other information from Planning, Preservation, & Zoning Staff to the Review Board members.

This memo summarizes the Special Permit Condition Change application submitted for 366 Broadway, identifies any additional discretionary or administrative development review that is required by the Somerville Zoning Ordinance, and provides related analysis or feedback as necessary. The application was deemed complete on December 03, 2025, and is scheduled for a public hearing on January 15, 2026. Any Staff recommended findings, conditions, and decisions in this memo are based on the information available to date prior to any public comment at the scheduled public hearing.

LEGAL NOTICE

366 Broadway Somerville LLC requests to change a condition of a previously issued Special Permit (P&Z21-175) in the Mid-Rise 4 (MR4) zoning district.

SUMMARY OF PROPOSAL

366 Broadway Somerville LLC seeks to change the timing of the following condition relative to the loading zone of a 4-story LEED Gold and Net-Zero Ready Apartment building, which reads as follows:

12. Signage must be provided to direct loading and unloading activities along Thurston Street. A site plan showing the location of the signs and proposed signage language to be submitted to the relevant City Departments for review and comment.

The requested change would changing the timing for completion of the condition from "Required Prior to Building Permit" to "Required Prior to Certificate of Occupancy"

BACKGROUND

366 Broadway is located in the 0.50mi Transit Area in Mid-Rise 4 (MR4) zoning district in the Winter Hill Neighborhood represented by Ward 4 Councilor Jesse Clingan.

The original vote for the Site Plan Approval and Special Permit to establish a household living use was taken on August 3, 2023 and the decision issued on August 15, 2023. This four (4)-story LEED Gold and Net-Zero Ready Apartment building consists of 58 units in the MR4 District. The original decision can be found [here](#).

The applicant is proposing that the timing of condition #12 from the original decision be moved from “Prior to Building Permit” to “Prior to Certificate of Occupancy”.

Condition #12 reads as follows:

“Signage must be provided to direct loading and unloading activities along Thurston Street. A site plan showing the location of the signs and proposed signage language to be submitted to the relevant City Departments for review and comment”

The applicant submitted the required documents to the relevant divisions to execute this condition at which time the Mobility Division requested the loading zone be placed on Broadway as Thurston Street is one-way. The change in timing of this condition will allow for the applicant and relevant parties to coordinate the location of the loading zone.

Additionally, the loading zone change requires Traffic Commission approval, and it is best practice for that approval to occur shortly before the building is occupied rather than prior to construction.

The Mobility Division has no objection to this request and has not recommended any new conditions of approval related to this change.

CONSIDERATIONS & FINDINGS

The request for the change in timing of this condition has no impact on the original considerations and findings.

PERMIT CONDITIONS

No other changes.