

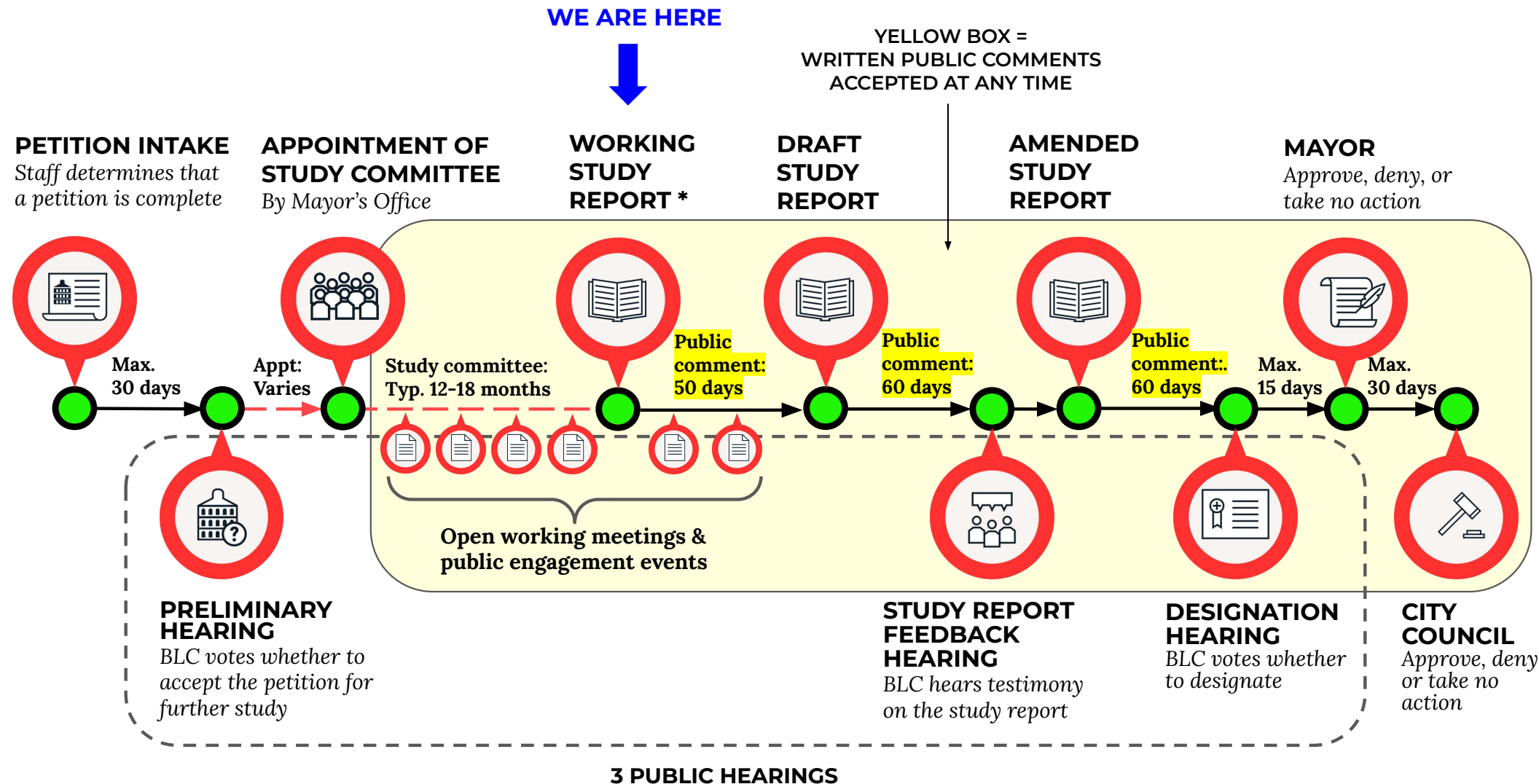


MONUMENT SQUARE LANDMARK DISTRICT STUDY COMMITTEE



September 23, 2026

TIMELINE



* EXTRA DRAFT (BEYOND WHAT IS REQUIRED OR TYPICAL) REQUESTED BY THE MONUMENT SQUARE LANDMARK DISTRICT STUDY COMMITTEE TO COLLECT ADDITIONAL PUBLIC INPUT.

Public comment on the topics discussed tonight will be taken at the end of the meeting at the discretion of the chair. Comments can always be emailed to BLC@boston.gov; they will be shared with the committee & reported at next meeting.

AGENDA

I. REVIEW AND VOTE ON MEETING MINUTES

II. PUBLIC FEEDBACK SINCE LAST MEETING

- BLC Staff to share any feedback received by BLC
- Study committee members to share any feedback received

III. REVIEW WORKING STUDY REPORT

- Finish discussion of working study report
- Study committee vote to release working study report for public feedback

IV. REVIEW PUBLIC ENGAGEMENT PLANS

- Planning for community engagement event this fall

V. PUBLIC COMMENTS

- At the discretion of the chair as time allows

VI. STAFF UPDATES

VII. PROJECTED ADJOURNMENT: 8:30 PM

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MEETING MINUTES

- **Review and vote on minutes from the 8/12/2026 and 9/16/2026 meetings**

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PUBLIC FEEDBACK

- **BLC Staff to share any feedback received by BLC since last meeting:**
 - Additional signatures sent in by Diane Valle.

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PUBLIC FEEDBACK

- **Study committee members to share feedback received since last meeting**

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PLANNED SCHEDULE

<u>WORK PLAN AND PUBLIC ENGAGEMENT PLAN</u>		
SEPT 23	Meeting to agree on release of working report and prep for community event	Outreach: • Notice mailed to all property owners of record in the Landmark District • Flyering • Emails to our MSLD listserv • Social media posts • Contact local orgs. • Announcement in <i>Patriot-Bridge</i> • ONS newsletter • OHP newsletter • Post in Charlestown FB group • CoB liaison at CNC
SEPT 24	WORKING REPORT released to public	
OCT 21	Community event at Knights of Columbus	
OCT 28, NOV 4	Meetings to debrief from community event and revise report	
By NOV 13	DRAFT REPORT posted for 60-day public comment period	Outreach: • [All of the above] • Mailing to all property owners in BOTH Landmark District and Protection Area
JAN 12	Boston Landmarks Commission Hearing #1	
JAN 20, 27, and/or FEB 3, 10	Meeting(s) if needed to amend report (note: BPS vacation 2/15-19)	
FEB 26 (tentative)	AMENDED REPORT posted for 60-day public comment period	Outreach: • [All of the above] • Mailing to all property owners in BOTH Landmark District and Protection Area
APR 27 (tentative)	Boston Landmarks Commission Hearing #2 (note: BPS vacation 4/19-23)	
	Mayoral and City Council review	

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WORKING STUDY REPORT

- To do tonight (study report):
 1. Finish Standards and Criteria
 - a. Landmark District - sections 4.4.10 through 4.4.16
 - b. Protection Area - sections 4.5.1 through 4.5.5
 2. Review any comments or questions submitted before the meeting on Sections 1 through 3
 - a. Review Protection Area boundary
 3. Vote to release working study report for public feedback

WORKING STUDY REPORT

(Switch to Google Doc)

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PUBLIC ENGAGEMENT PLANS

LOCATION CHANGE:

- **Memorial Hall is no longer available.**
- **We have confirmed the Knights of Columbus space for October 21, 6:00 to 8:00 PM.**

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PUBLIC ENGAGEMENT PLANS

OUTREACH PLAN:

- ❑ **Mailed notice:**
 - ❑ To all property owners of record in the proposed Landmark District
- ❑ **Flyering:**
 - ❑ At bulletin boards and counters of neighborhood sites (not door to door):
 - ❑ Library, grocery stores, coffee shops, restaurants, laundromats, etc.
- ❑ **Emails/newsletters:**
 - ❑ Our MSLD listserv
 - ❑ ONS newsletter for Charlestown
- ❑ **Social media posts:**
 - ❑ All BLC profiles
 - ❑ Post in Charlestown FB group
- ❑ **CoB liaison at CNC meeting**
- ❑ **Announcement in *Patriot-Bridge***
- ❑ **Contact local orgs.**

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PUBLIC ENGAGEMENT PLANS

OUTREACH TASKS:

❑ STAFF:

- ✓ Invite City Councilor Coletta-Zapata and at-large councilors to October community event.
- ✓ Submit information to the *Patriot-Bridge*.
- ❑ Submit event announcement to the ONS Charlestown newsletter.
- ❑ Coordinate mailing to property owners in the Landmark District.
- ❑ Finalize social media posts, flyers, and event activities for 9/23.

❑ STUDY COMMITTEE:

- ❑ Group flyering effort (SEE NEXT SLIDES)
- ❑ Nancy has been and will continue to reach out to local neighborhood groups to spread the word about the upcoming working study report and community event.

PUBLIC ENGAGEMENT PLANS

FLYERING PLAN:

- ❑ Proposed flyering scope:
- ❑ Number to print?
- ❑ Post at bulletin boards and counters of neighborhood sites (not door to door):
 - ❑ Library, grocery stores, coffee shops, restaurants, laundromats, etc.
- ❑ Organizing group effort:
 - ❑ Jen will flyer on Friday, Oct. 2.
 - ❑ At least 5-6 volunteers from study committee are needed.



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PUBLIC ENGAGEMENT PLANS

OUTREACH MATERIALS:

- Draft flyer for physical distribution & social media:

MONUMENT SQUARE LANDMARK DISTRICT

The Monument Square Landmark District Study Committee has released a first draft of a study report recommending a proposed Monument Square Landmark District and Protection Area. The Study Committee is seeking **community feedback** on their recommendations.

READ THE DRAFT STUDY REPORT

WE WANT TO HEAR FROM YOU!

Please scan the QR code, go to www.boston.gov/monumentsquare, or visit the BPL Charlestown branch to read the first draft of the Monument Square Landmark District study report and find out how to comment.

COMMUNITY ENGAGEMENT EVENT

October 21, 2026
6:00pm to 8:00pm
Knights of Columbus
545 Medford Street, Charlestown

Come learn about the proposed district and provide your feedback on the first draft of the study report!

- What is a Landmark District and Protection Area?
- What are the proposed boundaries?
- How would this affect me as a property owner?

City of Boston
Historic Preservation

@bostonlandmarks
www.boston.gov/monumentsquare

CITY of BOSTON

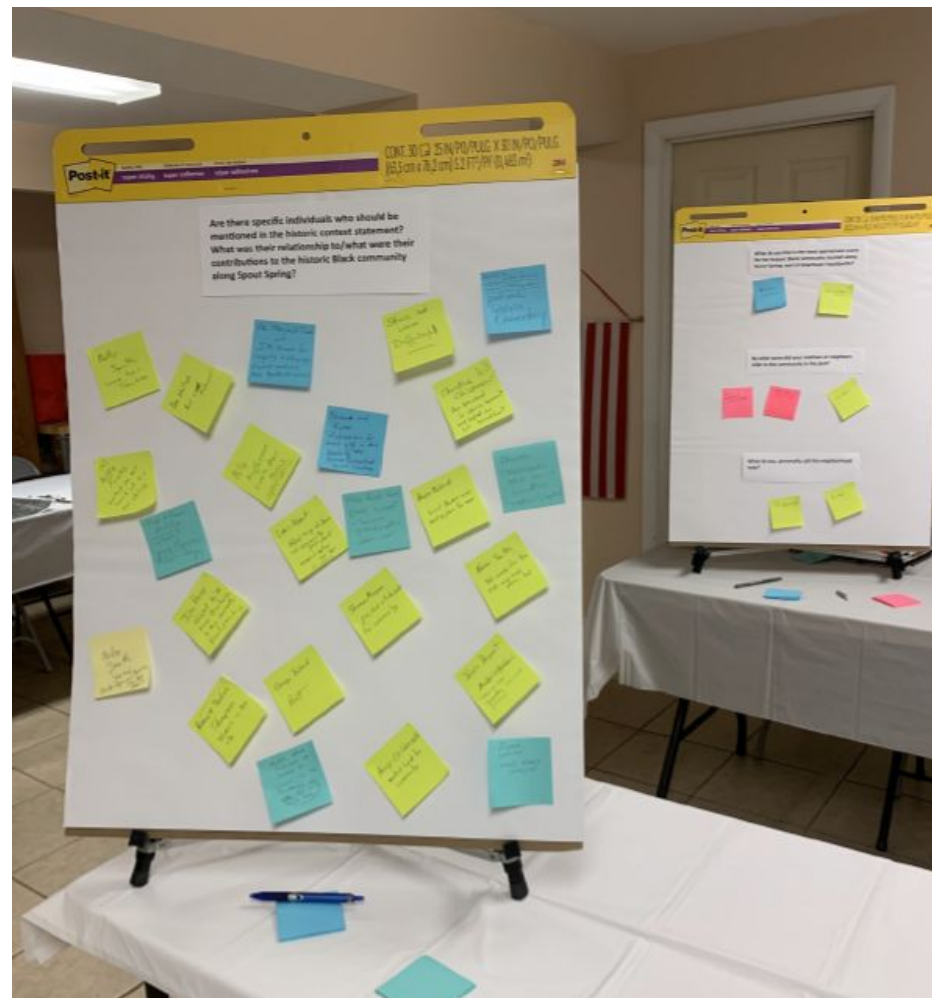
- WILL ADD QR CODE LINK TO STUDY REPORT
- WILL CONVERT TO POSTCARD FORMAT FOR MAILING TO LANDMARK DISTRICT PROPERTY OWNERS

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PUBLIC ENGAGEMENT PLANS

ACTIVITIES:

1. **Big-picture questions (sticky notes on a big paper pad):**
 - a. What do you need defined or clarified?
 - b. What do you hope this achieves?
 - c. What are your concerns?
2. **Boundary:**
 - a. **Big maps:** Attendees show preference with dot stickers on different options for Protection Area boundary.
 - b. **One-page map/comment sheets:** Attendees can draw other alternative boundaries and provide comments.



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1. Big-picture questions (sticky notes on a big paper pad):

- What do you need defined or clarified?
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2. Boundary:

- Big maps:** Attendees show preference with dot stickers on different options for Protection Area boundary.
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MONUMENT SQUARE LANDMARK DISTRICT UNDER STUDY

DRAW WHAT YOU THINK THE BOUNDARY SHOULD BE

DRAFT

BOUNDARY MAP KEY

GREEN: Original Landmark District boundary proposed in the petition

BLUE: Under consideration to also be included in the Landmark District

RED: Proposed Protection Area (limited to 1200 feet from the District boundary)

COMMENTS:

CITY of BOSTON

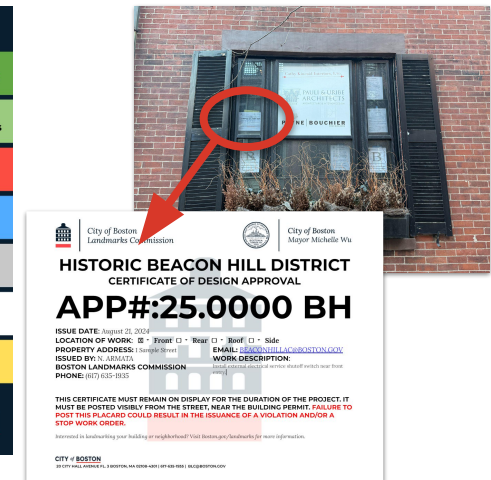
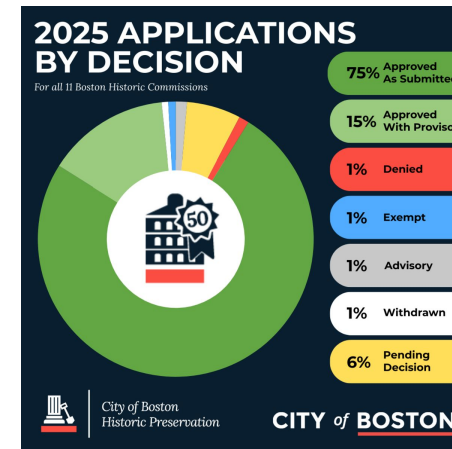
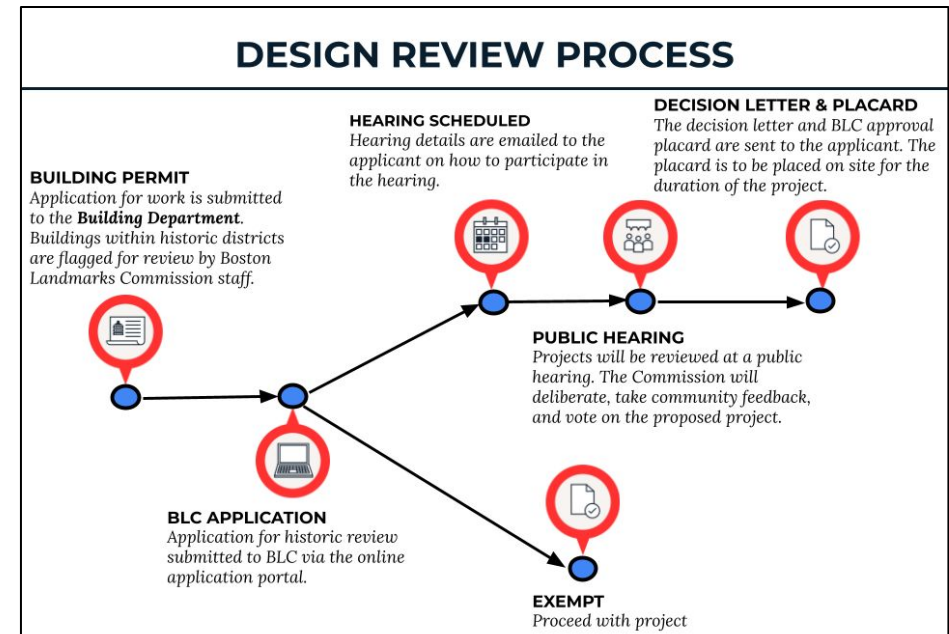
City of Boston
Historic Preservation

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PUBLIC ENGAGEMENT PLANS

RESOURCES:

1. Application Process flowchart
2. FAQs (for website and handout)
3. “Myth vs. Fact”
4. Standards and Criteria & Character-Defining Features: illustrative photos and examples



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Monument Square Landmark District FAQs

Q: What is the Monument Square Landmark District Study Committee and why does it exist?

In 2022, the Boston Landmarks Commission accepted a petition from Charlestown residents to study the creation of a Monument Square Landmark District in Charlestown. The Study Committee was appointed by the Mayor and confirmed by the City Council to review the historic, architectural, and archaeological significance of the properties in and around Monument Square. The Study Committee's main job is to evaluate and recommend boundaries and standards that could guide future design review should a district be designated.

Q: What is a Landmark District and what is a Protection Area?

A: Chapter 772 of the Acts of 1975 (the law that created the Boston Landmarks Commission), defines a Landmark District as:

an area containing any physical features or improvements or both which are of historical, social, cultural, architectural or aesthetic significance to the city and the commonwealth, the New England region or the nation and cause such area to constitute a distinctive section of the city.

A Protection Area is defined as:

an area which is contiguous to and constitutes an essential part of the physical environment of any architectural conservation district, landmark or landmark district.

There is a substantial difference in level of regulation between the two. A Landmark District can require design review for exterior alterations (see below). In a Protection Area, only demolition, land coverage, structure height, landscape, and topography can be regulated.

Q: Is there going to be a Landmark District and Protection Area established? What is the timeline, and when can I comment?

A: That is still to be determined. The Study Committee has concluded that the areas shown on this map do meet the criteria for a Landmark District and Protection Area based on (1) their review of the initial petition, (2), their study of the historic, architectural, and archaeological significance of the area, and (3) the public feedback collected at two neighborhood walks and a community meeting held in Charlestown as well as the committee's working meetings, numerous emails, conversations at public events, and other avenues. As of September 22, 2026, they have released a working study report for the public to review and comment on the draft recommendations. Another community meeting will be held on October 21, 2026. The study report will then be updated based on public input.

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illustrative photos and examples

SEE NEXT PAGE FOR EXAMPLE

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PUBLIC ENGAGEMENT PLANS



- 1. HOOD
- 2. MUNTINS
- 3. SILL

4.4.6 Windows

Character-defining features include:
• Lintels and sills • Window hoods • Shutters • Muntin patterns

Requirements
1. Character-defining windows and arrangements of window openings shall be retained. 2. Enlarging or reducing original window openings for the purpose of fitting stock (larger or smaller) window sash or air conditioners shall not be allowed. 3. Character-defining window sash, elements, features (functional and decorative), details, and ornamentation shall be retained and, if necessary, repaired by patching, splicing, consolidating, or otherwise reinforcing using recognized preservation methods. 4. Deteriorated character-defining window sash, elements, features (functional and decorative), details, and ornamentation or missing components of window features shall be replaced with material and elements that match the original in material, color, texture, size, shape, profile, configuration, and detail of installation. If using the same material is not technically or economically feasible, then compatible substitute materials may be considered on a case-by-case basis.



Recommendations and Advice
5. Exterior combination storm windows should have a narrow perimeter framing that does not obscure the glazing of the primary window. In addition, the meeting rail of the combination storm window shall align with that of the primary window. 6. Storm window sashes and frames should have a painted finish that matches the primary window sash and frame color. 7. Applied exterior muntins with internal spacer bars are preferable to internal spacer bars only. 8. Muntin patterns should match the original era and style of the building. 9. Low-e glass without a tint is preferable to tinted glass. 10. Shutters should be wide enough to represent true coverage of the window.



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PUBLIC COMMENT PERIOD

- Any comments or questions from members of the public in attendance on the standards and criteria discussed tonight?

(Comments beyond this scope can be emailed to BLC@boston.gov or shared in person at a future community engagement event.)

Comments will be limited to 2 minutes per person.

*If you would like to speak, please “raise your hand” via the Zoom meeting platform. If you are calling in and cannot use the platform, you can press *9 to “raise your hand.”*

You can also send your questions or comments to staff via email at BLC@boston.gov at any time and they will be conveyed to the study committee.



STAFF UPDATES



STAFF UPDATES

Next steps

- Staff will post the working study report on Sept. 24 (if approved by Study Committee).

Upcoming meetings:

- October 21, 2026 - Community Meeting
- October 28, 2026
- November 4, 2026 (if needed)

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ADJOURNMENT



THANK YOU!

