Bartlett Place LLC
56 Warren Street, #200
Roxbury MA 02119

December 6, 2019

Brian Golden, Director
Boston Planning & Development Agency
One City Hall Square, 9th Floor
Boston MA 021201

Re: Notice of Project Change – Bartlett Place Phase 1 (the "Project")

Dear Director Golden:

This letter is submitt4ed on behalf of Bartlett Place LLC (the "Proponent") to notify you of a project change in the above-referenced Project located at 2565 Washington Street, Roxbury MA 02119. Currently the construction of Building B within Phase 1 is completed, and this property is owned by Bartlett Building B Condominium Trust, an affiliate of the Proponent. Building A is awaiting financing and the land for this building is owned by Bartlett Place Land, Inc., which also was the prior owner of the land for Building B. Building A is the subject of this Notice of Project Change (NPC).

This NPC) is submitted pursuant to pursuant to Section 80A-6 of the Boston Zoning Code (the "Code"), and the Proponent respectfully requests the Boston Redevelopment Authority (d/b/a the Boston Planning & Development Agency (BPDA)) make a determination that no further review is required under Article 80B of the Code as the changes are insignificant and do not generate additional impacts.

The Project's impacts have been adequately considered in the Expanded Project Notification Form (EPNF) submitted to the BPDA on March 1, 2013. The Boston Redevelopment Authority's Board approved the original Project on September 12, 2013 and subsequently approved an Amended and Restated Development Plan for the Original Project on June 9, 2016 which contemplated the following program:

- Approximately 102 housing units, comprised of 56 affordable units and 46 moderate to market rate units, apportioned as follows:
  - Approximately 42 units in Building A; and
  - Approximately 60 units in Building B.
- Approximately 45,000 square feet of commercial space, apportioned as follows:
  - Approximately 33,000 square feet on the first two floors of Building A; and
  - Approximately 12,000 square feet on the first floor of building B.
- For both buildings, up to five stories with a maximum height of 70 feet.

- Parking comprised of approximately 37 off-street structured parking spaces within Building A; approximately 46 off-street structured parking spaces within Building B, approximately 26 off-street surface lot spaces, and approximately 50 on-street spaces in a new roadway.
- An approximately 15,000 park open to the public.

The program was anticipated to be completed in two phases consisting of Building A and Building B. The Proponent completed the construction of Building B, and it is now in operation. The Proponent anticipates starting construction on Building A by the first quarter of 2020, completing it in approximately 2021.

See Table 1, Project Program Comparison, for a summary of the approved 2016 program and the revised 2019 program described in this letter.

Table 1 – Project Program Comparison

Project element	Project as previously approved (2016)*	Project as revised (2019)
Residential Units		
Building A	42	60
Building B	60	60
➢ Total	102	120
Housing Affordability		
Building A Affordable Units	Not specified	51
Building B Affordable Units	Not specified	32
➢ Total[1]	56	83
Building A Moderate to Market Units	Not specified	9
Building B Moderate to Market Units	Not specified	28
➢ Total[2]	46	37
Commercial Space		
Building A	33,000	12,000
Building B	12,000	13,300
➢ Total	45,000	25,300
Vehicle Parking		
Building A – off street structured	37	27
Building B – off-street structured	46	46
Building A – off street surface	0	27 to 31
Building B – off street surface	26	26
Parking – on street in new roadway	50	50

* NOTE: The Amended and Restated Development Plan for the Project was approved on June 9, 2016, subject to the changes proposed in this NPC. All figures in Table 1 are approximate.

[1] This is comprised of up to 30% AMI units, 30-50% AMI units, and 50-60% AMI units.
[2] This is comprised of 60-80% AMI units and market rate units.

As shown in Table 1, the Project revisions are limited to the following:

- Commercial space to residential space: Within Building A, elimination of approximately 21,000 square feet of second floor commercial space, replaced with 18 housing units
- Affordable housing: Within Building A and Building B, an increase in the affordable housing unit count from approximately 56 to approximately 83, with a reduction in the moderate to market rate housing unit count from 46 to 37
- Off-street parking: Within Building A, elimination of approximately 10 off-street structured parking spaces, and the addition of approximately 27 to 31 additional off-street surface parking spaces shown on Figure 9 located behind Building A. Of the off-street parking spaces, associated with Building A, 21 structured spaces and 9 surface spaces are allocated for residential tenants, and 6 structured spaces and 18 surface spaces are allocated for commercial uses.
- Open space: The open space associated with Building A increased, as a smaller building footprint allowed the creation of the additional sidewalks, outdoor seating area, landscaping and off-street surface parking spaces shown on Figure 9 located behind Building A.

All other elements of the approved 2016 program have been, or will be, delivered. Within Building A, there will be approximately 12,000 square feet of commercial space on the first floor as originally approved. The program retains the originally approved design, except for Building A's second floor interior layout. That change is reflected in Figures 12 and 13 showing the original commercial space floor plan and the new residential floor plan, respectively. Regarding parking and open space, Figures 8 and 9 show the original parking plan and the new parking plan along with new open space, respectively. Additional design images, Figures 1 – 7 and 10 – 11, show no changes and are for reference and context. Building B is completed as approved.

The Project will comply with the provisions of Article 37 Green Buildings and is targeting the Project to be LEED Gold certifiable overall. Building B is LEED Gold and will obtain certification as such, and Building A will be seek certification as LEED-Gold.

There is no change to the Project team.

EVALUATION OF PROJECT CHANGE

This Project change does not result in significant new impacts as compared to the approved original Project described in the EPNF for the reasons outlined below.

INCREASE IN PROJECT SIZE OR INTENSITY OF USE/EXPANSION OF PROJECT

The Project change will result in a net decrease in the commercial floor area by approximately 19,700 commercial square feet and increase the residential floor area (a less intense use than commercial) by approximately 20,622 square feet. The total floor area for Phase 1 will be

approximately 199,308 square feet, reduced from 220,000 square feet in the original Project. The reduction in floor area resulted from reducing the footprint of Building A in order to create open space.

GENERATION OF ADDITIONAL OR GREATER IMPACTS

The Project change will not generate additional or greater impacts in terms of wind, shadow, public realm, or urban design.

INCREASE IN TRAFFIC IMPACTS OR THE NUMBER OF VEHICLE PARKING SPACES

This Project site is located within an approximately 5-minute walk from the Dudley Square bus terminal, the second busiest in the Commonwealth, and is located within an approximately 5-minute bus ride from Roxbury Crossing on the Orange Line and Ruggles Station on the commuter rail. It is anticipated many residents and visitors will use public transit. Accordingly, the number of vehicle parking spaces in Phase 1 will increase only slightly to accommodate the additional housing units. The overall parking across the master site is not anticipated to change.

Transportation Analysis

The EPNF contained a detailed transportation analysis prepared by Howard Stein Hudson that studied the intersections adjacent to the Project site and indicated certain mitigation measures. The Institute of Transportation Engineers (ITE) data along with Boston Transportation Department data and other sources were used to estimate trip generation, trip distribution, and mode choice.

Trip Generation

As indicted in the attached memorandum from Howard Stein Hudson, the Project change is expected to generate fewer trips during all time periods and among all travel modes. The loss of trips from the reduced office and retail space in Building A will more than offset the trips associated with additional housing units.

Traffic Impacts

The analysis in the EPNF indicated the original Project could be accommodated in the study area intersections and roadways with the indicated mitigation measures. This continues to be the case with the net decrease in trips resulting from the Project change.

CHANGE IN EXPECTED COMMENCEMENT OR COMPLETION DATE

Building B is complete and in operation, with 97% residential occupancy. Building B's retail space is fully leased and will be ready for occupancy by approximately the first quarter of 2020. The Project change will allow the Proponent to move forward with Building A and obtain

financing from MassHousing and other sources, supporting an anticipated start of construction by the first quarter of 2020, with the anticipate completion in approximately 2021.

CHANGE IN PROJECT SITE

The location of the Project site has not changed.

NEED FOR ADDITIONAL ZONING RELIEF/NEW PERMIT OR REQUEST FOR FINANCIAL ASSISTANCE OR LAND TRANSFER

The Proponent expects to further amend and restate the existing Phase 1 Development Plan and Master Development Plan.

CHANGES IN SURROUNDING AREA/AMBIENT ENVIRONMENT

From the EPNF's filing on March 1, 2013, up to this time, the Proponent is aware of no changes to the surrounding area that would materially impact the Project.

Based on the above analysis, we request a determination that no further review is required pursuant to Article 80, Section 80A-6 (2) of the Code. We look forward to working with you and your staff on the continued design review for the Bartlett Place Phase 1 development project.

If you have any questions, please feel free to contact me at (617) 989-1210 or via email at dclark@nuestracdc.org

Sincerely,

Diane Clark, Associate Director of Real Estate
Nuestra Comunidad Development Corporation

cc: Arnold Johnson and George Chin, Windale Developers Inc.; David Price, Nuestra Comunidad Development Corporation

Enclosures:

Figures

Appendix 1, Transportation Study Update Memo

TO:	C. Robert Springer, Nuestra Comunidad	DATE:	November 18, 2019
FROM:	Guy Busa Andrew Fabiszewski	HSH PROJECT NO.:	2007015.06
SUBJECT:	Bartlett Place – Notice of Project Change		

Howard Stein Hudson (HSH) is the transportation consultant for the Project Team redeveloping an approximate 8.59-acre site located at 2565 Washington Street in Boston's Roxbury neighborhood known as Bartlett Place (the "Master Plan Project"). An Expanded Project Notification Form (EPNF) was submitted to the Boston Planning & Development Agency (BPDA) pursuant to Article 80 of the Boston Zoning Code on March 1, 2013. The EPNF provided an assessment of the Master Plan Project with a building program totaling approximately 437,047 square feet (sf) of mixed-use residential, retail, and office space. Phase 1 of the Master Plan development included Building A consisting of 42 residential units, approximately 22,153 sf of commercial office space, 16,839 sf of retail use, and about 71 parking spaces. A Notice of Project Change (NPC) has been requested by the BPDA for proposed changes to the Building A building program (the "NPC Project") consisting of an increase in residential units from 42 to 60, a decrease of approximately 22,153 sf of office space, and a decrease of approximately 4,839 sf of retail space. Parking will now be provided for 58 vehicles.

HSH has assessed the transportation impacts associated with the proposed NPC Project. The following sections of this technical memorandum describe the NPC Project's transportation related impacts in comparison to the previously approved Building A project as part of the Master Plan Project. The Proponent will enter into a Transportation Access Plan Agreement (TAPA) with the Boston Transportation Department (BTD) to codify access, parking, and any mitigation and/or commitments to implementing a transportation demand management (TDM) program for Building A.

Transportation Impact Assessment

This section assesses the transportation related impacts associated with the NPC Project and provides a comparison with the previously approved redevelopment of Building A as part of the Master Plan Project with regards to trip generation, site access, TDM measures, and parking.

Trip Generation Comparison

Following standard traffic engineering procedures, trip generation estimates for the NPC Project were derived from the Institute of Transportation Engineers' (ITE's) *Trip Generation* (10th edition, 2017) trip rates. The previous permitting documents were conducted using the now updated *ITE Trip Generation 9th Edition,* so the results will not exactly match previous filings but are valid for comparison purposes. Travel mode split data for Roxbury supplied by BTD were then applied to the trip rates for each land use to estimate trips across all transportation modes (vehicles, walk/bike, and transit). As demonstrated in the trip generation assessment below, the NPC Project is expected to reduce trips to and from Building A during all time periods and across all travel modes.

VEHICLE TRIPS

The daily vehicle mode share for this neighborhood of Boston is approximately 57%. The vehicle trips for Building A of the NPC Project and the previously approved Master Plan Project development program for Building A are compared in **Table 1**.

Table 1. Building A Vehicle Trip Generation Comparison

Time Period	Direction	Master Plan Project	NPC Project	Change
Daily	In	307	219	-98
	Out	307	219	-98
	Total	**614**	**438**	**-196**
a.m. Peak Hour	In	20	7	-13
	Out	10	9	-1
	Total	**30**	**16**	**-14**
p.m. Peak Hour	In	21	17	-4
	Out	33	18	-15
	Total	**54**	**35**	**-19**

As presented in **Table 1**, the NPC Project is expected to result in 196 fewer average daily vehicle trips for Building A as compared to the previously approved Master Plan Project. Overall, the NPC Project associated with Building A will generate 14 fewer vehicle trips during the morning peak hour and 19 fewer vehicles trips during the evening peak hour.

TRANSIT TRIPS

Table 2 presents the expected transit trip generation for Building A of the NPC Project compared to the previously approved Master Plan Project. The NPC Project will result in 96 fewer transit trips over the course of the day, nine less transit trips during the a.m. peak hour, and 15 fewer transit trips during the p.m. peak hour associated with Building A.

Table 2. Building A Transit Trip Generation Comparison

Time Period	Direction	Master Plan Project	NPC Project	Change
Daily	In	151	103	-48
	Out	151	103	-48
	Total	**302**	**206**	**-96**
a.m. Peak Hour	In	12	4	-8
	Out	9	8	-1
	Total	**21**	**12**	**-9**
p.m. Peak Hour	In	22	17	-5
	Out	21	11	-10
	Total	**43**	**28**	**-15**

PEDESTRIAN/BICYCLE TRIPS

Table 3 similarly shows the expected pedestrian/bicycle trip generation for Building A relative to the previously approved Master Plan Project and the NPC Project. Building A of the NPC Project is expected to generate 104 fewer pedestrian/bicycle trips over the course of the day as compared to the previously proposed project. The NPC Project is also expected to generate five fewer pedestrian/bicycle trips during the a.m. peak hour and nine fewer during the p.m. peak hour compared to the previously proposed project associated with Building A.

Table 3. Building A Pedestrian/Bicycle Trip Generation Comparison

Time Period	Direction	Master Plan Project	NPC Project	Change
Daily	In	214	162	-52
	Out	214	162	-52
	Total	**428**	**324**	**-104**
a.m. Peak Hour	In	10	5	-5
	Out	7	7	0
	Total	**17**	**12**	**-5**
p.m. Peak Hour	In	19	16	-3
	Out	22	16	-6
	Total	**41**	**32**	**-9**

Site Access

Pedestrian access to the residential component of Building A will be from both Bartlett and Washington Streets. Ground floor retail/restaurant use and community space will be accessed from both Washington Street and Bartlett Station Drive. Vehicular access to Building A will remain unchanged from the previously approved project with the residential parking garage driveway on Bartlett Street. The surface parking lot to the north of Building A will now be accessed only from Bartlett Station Drive per coordination efforts with both the BPDA and BTD.

Parking

As part of the NPC Project, Building A will now provide a total of 58 parking spaces, 27 of which will be in an at-grade garage under the structure. Thirty-one (31) spaces will be in a surface parking lot just to the north of Building A. Parking assignment will include approximately 30 spaces for residents and 28 spaces for both retail tenants and customers. All retail customer parking will be in the surface parking lot.

BTD has established maximum parking space guidelines throughout the City. The recommended BTD parking ratio for residential developments in the Dudley Square area is 0.5 – 1.0 spaces per unit. At a parking ratio of 0.50 spaces per residential unit, the NPC Project is consistent with new apartment construction throughout all Boston neighborhoods. Enough capacity will be provided by the NPC Project to meet expected parking demand of Building A.

Loading and Building Servicing

Loading and building servicing for Building A is not anticipated to change due to the NPC Project. Loading/service/delivery activities for Building A will occur at a designated curbside location along Bartlett Street. Move-in/-out can occur from either the surface parking lot or curbside along Bartlett Street by temporary street occupancy permit from BTD. Trash and recycling collection will occur curbside from Bartlett Street, typically during off-perk traffic periods.

Building and/or property management will oversee all loading/service/delivery activities, trash/recycling removal, and move-in/move-out activities. A detailed loading and building servicing plan will be developed and agreed upon as part of the Building A TAPA process with BTD.

Transportation Demand Management (TDM)

The Proponent is committed to implementing TDM measures to reduce dependence on automobiles. The TDM program will be facilitated by the nature of the NPC Project and its proximity to public transit and area businesses. The TDM program elements will be codified in the TAPA and may include, but are not limited to, the following:

- Designation of a transportation coordinator to oversee transportation issues, including parking, service and loading, and deliveries;
- On-site management will work with tenants as they move-in/move-out to help facilitate transportation for new arrivals;
- Orientation packets will be provided to new tenants containing information on available transportation choices, including public transportation routes/schedules, nearby vehicle sharing and bicycle sharing locations, and walking opportunities;
- An annual (or more frequent) newsletter or bulletin summarizing transit, ridesharing, bicycling, alternative work schedules, and other travel options will be provided to existing tenants;
- Provide information on transportation alternatives to include transit access information, including bus and subway route schedules, and locations of car sharing and bicycle sharing facilities on the Project's website;
- Provide covered, secure bicycle storage for building occupants;
- Provide on-site external bike racks for visitors;
- Provide electric vehicle charging stations to accommodate 5% of the total parking and enough infrastructure capacity for future accommodation of at least 15% of the total parking spaces; and
- Designate up to 5% of the parking spaces as preferred parking for low emission vehicles.

Construction Period Impacts

The NPC Project will be required to prepare a detailed construction management plan (CMP) to be filed with the BTD for review and approval. Most construction activities will be accommodated within current site boundaries. Details of the overall construction schedule, working hours, number of construction workers, worker transportation and parking, number of construction vehicles, and routes will be addressed in detail in CMP. The NPC Project's contractor would be required to coordinate all construction activities with other on-going construction work to minimize impacts to area roadways.

Summary Conclusion

The proposed changes to the Master Plan Project as they relate to Building A are expected to generate fewer trips during all time periods and among all travel modes. Although the NPC Project will increase the number of residential units at Building A, the planned reduction in the amount of office and retail space in Building A, which generates traffic at a much higher rate than residential uses, will offset the increase in trips associated with a larger number of residential units. The proposed parking supply will meet expected parking demand for the NPC Project as it relates to Building A. The Proponent will continue to work with the City of Boston to create a Project that efficiently serves vehicles, improves the pedestrian environment, and encourages transit and bicycle use and will codify these commitments in a TAPA. It is HSH's professional opinion that the NPC Project relative to Building A is not materially different in terms of transportation impacts than the previously approved Master Plan Project.