

COOPERATION AGREEMENT
for the
HENRY M. GOLDMAN SCHOOL OF DENTAL MEDICINE AT BOSTON
UNIVERSITY MEDICAL CENTER

This COOPERATION AGREEMENT (the "Agreement") made as of the 10th day of January, 2018 by and between the BOSTON REDEVELOPMENT AUTHORITY, a public body politic and corporate, created pursuant to Chapter 121B of the Massachusetts General Laws, as amended, and acting in its capacity as the planning board for the City of Boston pursuant to Chapter 652 of the Acts of 1960, as amended, with a principal place of business at One City Hall Plaza, Boston, Massachusetts 02201-1007 (the "BRA"), d/b/a BOSTON PLANNING & DEVELOPMENT AGENCY and TRUSTEES OF BOSTON UNIVERSITY, a non-profit educational organization, having offices at One Silber Way, Boston, Massachusetts 02215 (the "Applicant"). The BRA and the Applicant, collectively, shall be referred to herein as the "Parties."

RECITALS

WHEREAS, in accordance with the Institutional Master Plan requirements of Article 80D of the Boston Zoning Code (the "Code"), the Boston University Medical Center Institutional Master Plan 2010-2020 was approved by the BRA on June 22, 2010, approved by the Boston Zoning Commission (the "Commission") on August 4, 2010, effective on August 5, 2010 (the "Master Plan"). The Master Plan was amended by the Boston University Medical Center 2013 Institutional Master Plan Amendment, approved by the BRA on November 14, 2013, approved by the Commission on December 11, 2013, effective on January 4, 2014 (the "First Amendment"). The Applicant submitted to the BRA an Institutional Master Plan Second Amendment dated August 7, 2017, which Second Amendment listed the Henry M. Goldman School of Dental Medicine ("GSDM") Expansion and Renovation Project as a Proposed Institutional Project the Second Amendment to the Master Plan was approved by the Commission on November 8, 2017 (the "Second Amendment"). The Master Plan, as amended by the First Amendment and the Second Amendment shall be referred to collectively as the Master Plan.

WHEREAS, on October 12, 2017 the BRA authorized the issuance of an Adequacy Determination approving the Second Amendment;

WHEREAS, the Master Plan includes a potential development site located at 100 East Newton Street, as shown on **Exhibit A** (the "Site");

WHEREAS, the Applicant proposes to develop a Proposed Institutional Project on the Site consisting of the renovation and expansion of the Henry M. Goldman School of Dental Medicine, which includes the renovation of approximately 53,100 GFA of the existing 84,200 GFA and a new addition of approximately 41,900 GFA for a total building area of 126,100 GFA. The existing building footprint of approximately 13,000 SF will expand by approximately 5,000 SF to approximately 18,000 SF. The Project will continue to be used as an academic/clinical building and will consist of seven (7) levels above grade. A full basement contains mechanical/electrical and support spaces (the "Project");

WHEREAS, the Project is subject to review by the BRA under Article 80B of the Code and the Applicant submitted to the BRA a Project Notification Form (the "PNF") dated May 15, 2017;

WHEREAS, on October 12, 2017 the BRA authorized the issuance of a Scoping Determination waiving further review pursuant to Article 80, Section 80B-5.3(d) of the Code and found that the PNF adequately described the potential impacts arising from the Project and provided sufficient mitigation measures to minimize such impacts;

WHEREAS, on November 21, 2017 the BRA issued to the Developer a Scoping Determination Waiving Further Review (subject to continuing design review by the BRA) for the Project; and

WHEREAS, the BRA and the Applicant have agreed to enter into this Agreement for the purposes of: (i) setting forth the mitigation measures and other public benefits which the Applicant has agreed to provide in connection with the Project; and (ii) ensuring compliance of the Project with the Article 80B submissions and the provisions of the Master Plan.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties hereby agree as follows:

1. Article 80 Review Completed. The BRA has completed its development review of the Project in accordance with Article 80 of the Code, subject to continuing design review.
2. Master Plan. The Applicant shall proceed with the planning and design for the Project and the Project Site in a manner that is consistent with the development concept, land uses, density and other provisions of the Master Plan, subject to the design review process set forth in Paragraph 3 hereof.
3. Development Review Procedures

The Parties hereto agree that the design review process required for the Project and to be observed by the Parties shall be as set forth in the BRA's "Development Review Guidelines" dated 2006, which are attached as **Exhibit B** and are incorporated by reference as if fully set forth herein (the "Development Review Procedures") and Article 80 of the Code. Capitalized terms used and not defined herein shall have the meanings ascribed to them in the Development Review Procedures.

4. Construction Wrap

The Applicant agrees to use a construction wrap for the Project approved by the BRA design staff in its reasonable discretion, and the Applicant shall be responsible for any and all costs associated with designing, printing and installing construction wrap.

5. Construction Review

Following approval of the design of the Project by the BRA, the Applicant will not make any material modifications to the design of the exterior of the Project or changes to the portions of the public lobbies that are visible from the exterior of the building until the modifications have been approved by the BRA. Such changes shall be processed in the manner provided in the following sections.

Throughout the construction of the Project, it is the Applicant's responsibility to notify the BRA of proposed changes to portions of the public lobbies visible from the exterior of the Project, open spaces, and landscaping and exterior features of the building, where the same constitutes material changes from previously approved submissions (other than refinements of details generally consistent with such previously approved submissions) ("Material Changes"), and to obtain approval from the BRA prior to incorporating such Material Changes into the final drawings and specifications for the Project. The BRA shall perform its review and approval and other functions pursuant to the provisions of this Agreement with reasonable dispatch, and shall approve or disapprove any such proposed Material Change in writing within fifteen (15) business days of its submission to the BRA. If the BRA disapproves any such Material Changes, its disapproval shall include a written explanation thereof. If the Applicant receives no notification from the BRA of disapproval within fifteen (15) business days after the submission of any such proposed Material Change to the BRA, such Material Changes shall be deemed approved; provided, however, that any written request for approval of a change shall be in conformance with the provisions of Paragraph 16 hereof and **Exhibit B** of this Agreement.

6. Architectural Agreements

The Applicant has contracted with Smith Group JJR (the "Architect") to provide design assistance for the Project.

7. Construction Schedule

The Applicant anticipates commencing construction of the Project in the first quarter of 2018, with substantial completion of the Project planned thirty two (32) months after commencement thereof, subject to Force Majeure events.

8. Permits and Licenses

Throughout the permitting phase of the Project, the BRA shall, at the Applicant's request, meet with the Applicant to discuss with the Applicant the status of the Applicant's efforts to obtain from the appropriate municipal, state and federal bodies and agencies, all permits, licenses, approvals, exceptions, variances, special orders and other deviations from the strict application of the building code and other applicable ordinances and statutes which may be necessary or appropriate in order to carry out the development of the Project in the most expeditious and reasonable manner. The BRA shall support the Applicant's efforts, at no cost or expense to

the BRA, to obtain any such licenses, approvals or deviations required for the Project, provided however that all such efforts are consistent with the Master Plan, this Agreement and the Contract Documents (defined in Exhibit B), approved by the BRA.

9. Certification of Consistency

Pursuant to and in accordance with Section 80D-10 of the Code, the BRA shall issue to the Commissioner of the City of Boston Inspectional Services Department (“ISD”) a Certification of Consistency with the Master Plan when appropriate in accordance with such section.

10. Certification of Compliance

Pursuant to and in accordance with Section 80B-6 of the Code, the BRA shall issue to the Commissioner of ISD a Certification of Compliance for the Project when appropriate in accordance with said section.

11. Project Changes

If, in the future, the Applicant shall, in its reasonable judgment, determine that it has become infeasible to proceed with the Project, then in such case and after substantiation by the Applicant deemed reasonably adequate by the BRA of the reasons for not being able to proceed, the BRA shall cooperate with the Applicant, at no cost or expense to the BRA, to modify, alter, or amend its previous approval of the Master Plan and this Agreement in order to allow the Applicant the opportunity to reasonably develop the Project Site.

12. Certificate of Completion

The Project shall be deemed completed when the construction of the Project has been substantially completed in accordance with the Contract Documents approved by the BRA in accordance with the Development Review Procedures and is ready for occupancy, except for interior work to be performed to tenant or occupant specifications.

The BRA shall, within forty (40) days after receipt of the Applicant’s written request therefore: (a) issue a Certificate of Completion for the Project; or (b) provide written notice to the Applicant that the BRA has determined that the Project has not been completed in accordance with the Contract Documents approved by the BRA. Such Certificate of Completion shall be conclusive evidence that the construction of the Project has been completed in accordance with the Article 80B Submissions, the Master Plan, the Contract Documents approved by the BRA, and this Agreement.

If the BRA has determined that the Project has not been completed in accordance with the approved Article 80B Submissions, the Master Plan, the Contract Documents approved by the BRA and this Agreement and that the requested

Certificate of Completion cannot be issued, the BRA shall, within such forty (40) day period, provide the Applicant with a written statement indicating with specificity (a) in what respect the Applicant has failed to complete the Project in accordance with the Article 80B Submissions, the Master Plan, the Contract Documents approved by the BRA and this Agreement or is otherwise in default of its construction obligations to the BRA; and (b) what measures or actions will be necessary for the Applicant to undertake or perform in order to comply with the Article 80B Submissions, the Master Plan, the Contract Documents approved by the BRA and this Agreement and to obtain the requested Certificate of Completion. Upon compliance by the Applicant with the requirements specified in such statement with respect to the Project, the BRA shall issue the Certificate of Completion to the Applicant.

Notwithstanding the provisions of this Agreement, the BRA shall have no obligation to issue a Certificate of Completion if there is any outstanding material default (beyond applicable notice and cure periods) under this Agreement or the TAPA, as hereinafter defined.

13. Public Benefits and Mitigation Measures

Pursuant to the requirements of Article 80 of the Code and the Article 80B Submissions, the Applicant will implement the following mitigation measures.

(a) Construction Management Program

Prior to the issuance of any building permit for any portion of the Project by ISD, the Applicant shall submit to the City of Boston Transportation Department (“BTD”) a Traffic Maintenance Plan (“TMP”) for the Project in accordance with the City’s Construction Management Program (“CMP”). The TMP shall identify construction parking and traffic impacts and specify mitigation measures to be implemented during the construction of the Project that are satisfactory to the BTD. Such measures may include, but shall not necessarily be limited to, limitations on hours of heavy construction, construction traffic routes and parking sites for construction workers, which are not located on residential streets. Upon the execution of the TMP in connection with the Project, the Applicant shall submit to the BRA a true, complete and correct copy of the fully-executed TMP.

(b) Transportation Access Plan Agreement

Prior to the issuance of any building permit for any portion of the Project by ISD, the Applicant shall enter into a Transportation Access Plan Agreement (“TAPA”) for the Project with the BTD containing provisions acceptable to the BTD. Upon execution of the TAPA in connection with the Project, the Applicant shall submit to the BRA a true, complete and correct copy of the fully-executed TAPA.

(c) Construction Employment

Prior to the issuance of any building permit for any portion of the Project by ISD, the Applicant will execute and deliver to the BRA a Boston Residents Construction Employment Plan (“Employment Plan”), in a form acceptable to the BRA, consistent with the requirements of the Boston Residents Jobs Policy established by Chapter 30 of the Ordinances of 1983 and the Mayor’s Executive Order Extending the Boston Residents Jobs Policy dated July 12, 1985, and consistent with Chapter 12 of the Ordinances of 1986, as amended by Chapter 17 of said Ordinances. The Employment Plan will set forth in detail the Applicant’s plan to ensure that its general contractor and those engaged by said general contractor for construction of the Project on a craft by craft basis, use Best Efforts (as defined in Chapter 12 of the Ordinances of 1986, as amended) to meet the following Boston Residents Construction Employment Standards: (a) at least 51% of the total employee worker hours in each trade shall be by bona fide Boston residents; (b) at least 40% of the total employee worker hours in each trade shall be by minorities; and (c) at least 12% of the total employee worker hours in each trade shall be by women. Said plan shall include provisions for monitoring, compliance and sanctions. Worker hours, as defined in said plan, shall include on-the-job training and apprenticeship positions.

(d) Boston Employment and Career Assistance

The Proponent agrees to meet with the City’s Office of Workforce Development to discuss procedures by which certain job openings at the Project can be made known to Boston residents through the City’s employment centers, and agrees to encourage its tenants at the Project to do the same.

(e) Development Impact Project Exactions

The Applicant agrees that only one 100,000 square foot exclusion will be allowed for Institutional Projects containing Development Impact Uses as defined in Section 80B-7.2(c) of the Boston Zoning Code (“DIP Uses”) under the Master Plan, as described above, as the same may be amended. The Parties acknowledge that the Applicant previously utilized 5,000 square feet of the Exclusion in connection with the Boston University Medical School Graduate Student Housing project as set forth in the Cooperation Agreement dated November 3, 2010 between the BRA, the Applicant, and Boston Medical Center. The Parties further acknowledge that the remaining 95,000 square feet of the Exclusion was used in connection with the Moakley Cancer Center Addition Project Component as set forth in the Cooperation Agreement dated May 5, 2014 between the BRA and Boston Medical Center Corporation. Therefore, the Project will be required to pay a Housing Exaction (based on a rate of \$8.34) and a Jobs Exaction (based on a rate of \$1.67) based upon the total area of new construction and substantial rehabilitation of 95,000 GFA without an exclusion, as set forth in Section 80B-7.4(a)(i) of the Code.

The Applicant shall enter into a Development Impact Project (“DIP”) Agreement with the BRA in connection with the Project on even date herewith, which DIP Agreement governs the 80B Project.

(f) Public and Community Benefits

In addition to the community benefits as described in the Second IMP Amendment, the Project will result in a number of public benefits to the South End neighborhood and the City of Boston as a whole. These include:

Mitigation

Landscape and site improvements such as enhanced lighting and increased security will provide a safe and secure experience in and around the Project Site.

Community Benefits

In addition to the aforementioned mitigation, the Applicant has committed to contribute \$60,000 toward future improvements of the Albany Street corridor to include a protected bike lane. Moving forward, the Applicant will work in close coordination with the BRA and BTM as the vision for the Albany Street corridor continues to evolve and take shape.

14. Maintenance and Operation of Improvements

The Applicant shall, at all times, keep all of the improvements constructed on the Project Site in good and safe condition and repair; and the occupancy, maintenance and operation of such improvements shall at all times comply with all laws, ordinances, codes and regulations applicable thereto.

15. Enforceability

(a) This Agreement sets forth the entire agreement between the Parties hereto with respect to the matters addressed herein and shall be governed by the laws of the Commonwealth of Massachusetts. This Agreement is binding upon and enforceable against, and shall inure to the benefit of, the Parties and their successors, assigns and legal representatives (including, without limitation, any successor owner or owners of the improvements and/or the Project Site, but excluding mortgagees of the Project or those claiming through mortgagees of the Project, unless said mortgagee obtains title to the Project Site and proceeds with development of the Project). This Agreement is intended to be only for the benefit of the Parties hereto and no other person or entity may seek enforcement of the terms hereof, regardless of whether such person or entity would enjoy a financial or other benefit from such enforcement.

(b) Nothing in this Agreement shall be construed as an undertaking by the Applicant to construct or complete the Project. The liability of the Applicant or its successors or assigns (including without limitations, mortgagees) arising under this Agreement shall be limited solely to the interests of the Applicant in the Project and the Project Site. Notwithstanding, no holder of a mortgage, deed of trust or other similar instrument on the Project, the Project Site, or any portion thereof shall be liable to perform, or liable in damages for any failure to perform, any of the obligations of the Applicant unless such holder shall have acquired title to the Project and/or the Project Site, as the case may be, by foreclosure or deed or assignment in lieu of foreclosure and proceeds with the development of the Project, and, in any event, the liability of such holder shall be limited to the amount of its interest in and to the Project and the Project Site.

(c) Neither the Applicant nor any successor or assign of the Applicant, nor any trustee, beneficiary, general or limited partner, member, stockholder, manager, officer, director, consultant, owner's representative, agent or employee of the Applicant or any such successor or assign (including, without limitation, mortgagees) shall be personally or individually liable under this Agreement, nor shall it or they be answerable or liable in any equitable proceeding or order beyond the extent of its or their interest in the Project.

16. Notices

Any notice and other communications required and permitted under this Agreement shall be in writing, signed by a duly authorized officer or representative of the BRA or the Applicant, as the case may be, and shall be delivered by hand or by recognized overnight delivery service, or mailed postage paid by certified or registered mail, return receipt requested, to the Parties at the following addresses (or such other address as a party hereto may have specified to the other by written notice as herein provided):

BRA: Boston Redevelopment Authority
Attn: Director's Office
One City Hall Square
Boston, Massachusetts 02201-1007

with a copy to: Boston Redevelopment Authority
Attn: General Counsel
One City Hall Square
Boston, Massachusetts 02201-1007

with a copy to: Boston Redevelopment Authority
Attn: Deputy Director for Compliance
One City Hall Square
Boston, Massachusetts 02201-1007

Applicant: Trustees of Boston University
One Silber Way
Boston, Massachusetts 02215
Attn: Senior Vice President for
Operations

with a copy to: Office of the General Counsel
Boston University
Attn: Real Estate Department
125 Bay State Road
Boston, Massachusetts 02215

A notice shall be deemed to have been given on the earlier of (a) the date received, or (b) the date of delivery, refusal or non-delivery indicated on the return receipt. Notice from an attorney of a Party shall be effective for all purposes.

17. BRA Approval

Whenever the consent or approval of the BRA is required under this Agreement or any other Project documentation, the Development Review Procedures, or otherwise in connection with the development of the Project on the Project Site, such consent or approval shall not be unreasonably withheld, conditioned or delayed, nor shall it be made contingent upon or made in any way to require, directly or indirectly, the payment of any fee or charge by the Applicant or any other interested party, and wherever there is a requirement that any thing, act or circumstance shall be satisfactory to the BRA or shall be done and performed to the BRA's satisfaction or any other requirement of similar import, the BRA shall be subject to the standards of reasonableness and customary practice in determining the adequacy and sufficiency of the Applicant's performance.

Any request for approval made to the BRA by the Applicant where such approval will be deemed to have been granted if the BRA fails to respond within a specified period of time shall, as a condition to the effectiveness thereof, be prefaced with the following language printed in capital letters in boldface type:

“NOTICE:

THIS REQUEST FOR APPROVAL REQUIRES A PROMPT RESPONSE FROM THE BOSTON REDEVELOPMENT AUTHORITY. THE FAILURE OF THE BOSTON REDEVELOPMENT AUTHORITY TO RESPOND WITHIN () [BUSINESS] DAYS SHALL RESULT IN AN AUTOMATIC APPROVAL.”

18. Severability

The terms and provisions set forth herein shall be construed as separate and independent obligations. If any term or provision of this Agreement or the application thereof to any person or circumstance shall to any extent be determined to be invalid and unenforceable, the remainder of this Agreement, and the application of such term to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and shall be enforced to the extent permitted by law.

19. Term; Amendments

Unless earlier terminated pursuant to any provisions hereof, this Agreement shall expire ten (10) years from the date hereof, and the provisions contained herein shall be null and void as of such date of expiration, subject to specific time periods set forth herein with regard to specific provisions. This Agreement may, by an instrument executed by the Parties hereto, be amended in whole or in part.

20. Sale or Assignment

The Applicant shall have the right to sell or assign its rights and interests in all or a portion of the Project and under this Agreement, provided that: (a) the Applicant shall not be in material default (beyond applicable notice and cure periods) of the terms and conditions of this Agreement imposed as of such date; (b) the successor or assignee shall expressly assume and agree to perform and comply with all the covenants and provisions of this Agreement on the part of the Applicant then applicable to the Project (unless notwithstanding a transfer or assignment of Applicant's rights and interest in a portion of the Project, such covenants and agreements are to remain those of Applicant); and (c) there shall be promptly delivered to the BRA the original or a duplicate original of the instrument or instruments containing such assignment to and assumption by the successor or assignee. Notwithstanding anything in this Agreement to the contrary, no notice to or consent by the BRA shall be required in connection with (i) any assignment of this Agreement in connection with any financing or refinancing of the Project, or (ii) the assignment by the Applicant of its rights and interests in all or a portion of the Project and under this Agreement to a single-purpose development entity in which the direct or indirect members of the Applicant are direct or indirect participating members.

21. Estoppel Certificates

The BRA shall, within fifteen (15) business days after written request therefore by the Applicant or any mortgagee of the Project or any portion thereof, provide a certificate in writing, as requested or applicable, that the Applicant is in compliance with this Agreement or any particular paragraph thereof specified by the requesting party, or in what respects there is noncompliance, or as to any other matter

reasonably related to the Project which the requesting party may reasonably request of the BRA.

22. Counterparts

This Agreement may be executed in counterparts, and all such counterparts shall be deemed to be originals and together shall constitute but one and the same instrument.

23. Authorization of the BRA

The BRA has authorized the Director of the BRA to take any action hereunder on behalf of the BRA (including, but not limited to the granting of consents or approvals and the execution and delivery of agreements and certificates, except for any certificates of completion), and any action so taken shall be binding on the BRA.

24. Business Days

As used herein, the term “business day” shall mean any day other than a Saturday, Sunday, or legal holiday in Suffolk County, Commonwealth of Massachusetts.

25. Waiver of Jury Trial; Venue

Each of the Parties hereto hereby waives any right it may have to a jury trial on any claim or action arising out of this Agreement. Any action arising hereunder shall be heard in any State court of the Commonwealth of Massachusetts or in the Federal District court for the Commonwealth of Massachusetts.

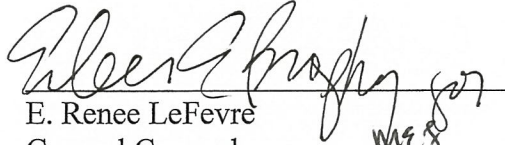
26. Default Interest Rate

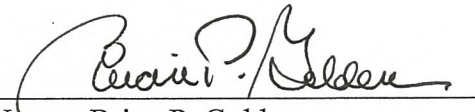
In the event that the Applicant fails to make any payment required under this Agreement within thirty (30) days after its due date, then the Applicant shall pay (i) the amount due, (ii) any sums expended by the BRA in exercising its remedies hereunder to cure said breach of the Applicant and (iii) interest on the amounts due pursuant to (i) and (ii) of this Paragraph 26 at the rate of ten percent (10%) per annum from the due date to the date of payment.

IN WITNESS WHEREOF, the undersigned have caused this instrument to be executed as an instrument under seal by their respective officers thereunto duly authorized as of the day and year first above set forth.

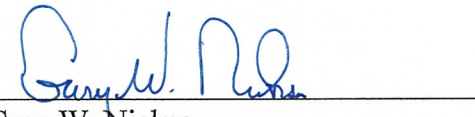
Approved as to Form:

BOSTON REDEVELOPMENT AUTHORITY


E. Renee LeFevre
General Counsel
Boston Redevelopment Authority

By: 
Name: Brian P. Golden
Title: Director

TRUSTEES OF BOSTON UNIVERSITY

By: 
Gary W. Nicksa
Senior Vice President for Operations and
Assistant Treasurer

Exhibits

- Exhibit A: Project Site
- Exhibit B: Development Review Procedures
- Exhibit C: Boston Employment and Career Assistance Centers
- Exhibit D: Scoping Determination Waiving Further Review

Exhibit A

Project Site

EXHIBIT A

LEGAL DESCRIPTION

100 East Newton Street
Boston (South End) Mass.
The Goldman School of Dental Medicine Project

the land in Boston, Suffolk County, Massachusetts bounded:

[Description and encumbrances, if any]

NORTHEASTERLY By Sharon Street, One Hundred Sixty-Four and
2/10 (164.2) feet;

SOUTHEASTERLY By Albany Street, One Hundred Fifty-Two and
66/100 (152.66) feet;

SOUTHWESTERLY By East Newton Street, One Hundred Seventy
(170.00) feet; and

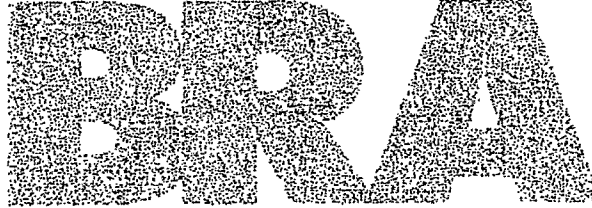
NORTHWESTERLY By land of University Hospital, Inc., One
Hundred Fifty-Two and 55/100 (152.55) feet,

containing 25,491 square feet.

Exhibit B

Development Review Procedures

EXHIBIT B



**DEVELOPMENT
REVIEW
GUIDELINES**

CITY OF BOSTON
Thomas M. Menino
Mayor

Mark Maloney
Director

Clarence J. Lewis
Chairman
Joseph Higin
Co-Vice Chairman
Michael Taylor
Co-Vice Chairman
Conrado Garcia-Lopez
Treasurer
Christopher Scott
Member
Harry Gelinas
Executive Director/Secretary

**Boston
Redevelopment
Authority**



**ONE CITY HALL SQUARE BOSTON MASSACHUSETTS 02201
2006**

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INTRODUCTION

The Boston Redevelopment Authority ("BRA" or "Authority") was created in 1957 to oversee the design and implementation of Boston's urban renewal plans. Since then, the BRA's role has grown with the city. Today, the agency's responsibilities include planning, workforce development, and overall economic development. The internal structure of the BRA reflects its expanded responsibilities. The inclusion of the Economic Development and Industrial Corporation of Boston ("EDIC") and its Office of Jobs and Community Services ("JCS") into the BRA umbrella combines the Authority's planning and economic development roles with the workforce development programs of JCS to create a Boston that works for residents and businesses alike.

As the City of Boston's planning and economic development agency, the BRA has regulatory responsibility for reviewing major development proposals in Boston. The BRA's review authority covers a wide range of projects as outlined under the Boston Zoning Code ("Code").

The BRA reviews development proposals for compliance with the general plan for the City of Boston, which includes relevant master plans, zoning, and City programs and goals. General review criteria may vary depending on location, type, and size of the project. Design review criteria include references to building height, massing, materials, and other guidelines that preserve Boston's history, reconnect its urban fabric, and advance its character. Environmental criteria include a project's impacts on sunlight, wind, groundwater, and air and water quality, both during construction and upon completion. Transportation review, undertaken in coordination with the Boston Transportation Department ("BTD"), focuses on the impacts of traffic generation, parking, and loading, and examines proposed changes to rights-of-way, encroachments on public space, curb cuts, and requirements of the Boston Air Pollution Control Commission, if applicable. Employment impact review focuses on the nature and quality of jobs likely to result from the project and the degree to which those jobs will be accessible to Boston residents. Other review criteria include impacts on both infrastructure systems and capacities, and on historic resources. Review criteria are included in the Code and other planning documents. Community participation is encouraged and supported throughout the review process.

This booklet sketches the BRA's review process, describes the conditions that initiate the BRA's various review functions, defines the stages of its review, and provides a comprehensive list of submission requirements. The extent of the review is outlined at an initial meeting between the developer and BRA staff in accordance with the development review procedures of Article 80 of the Code ("Article 80"), and further defined as required in a scoping determination issued by the BRA for a proposed project.

State review of projects may be required under the Massachusetts Environmental Policy Act ("MEPA") to evaluate environmental impacts. Since MEPA applies to a number of projects that undergo BRA review, MEPA's authority and procedures are outlined in Appendix 1. State and BRA reviews are generally coordinated in such cases.

A building permit must be obtained from the City of Boston's Inspectional Services Department

("ISD") upon completion of the review process. ISD is responsible for enforcing the Code, the Massachusetts State Building Code, and other laws and ordinances relating to building construction and occupancy. In accordance with Article 80, the Commissioner of ISD will not issue a building permit unless he or she has received the requisite Certification of Compliance, Consistency, and/or Approval, as applicable, as well as an approved set of contract documents from the BRA. Likewise, no building permit will be issued until and unless zoning relief and compliance has been secured.

REVIEW PROCEDURES

To evaluate the quality and appropriateness of a proposal based on objectives stated in plans, guidelines, and regulations governing development in Boston, the BRA conducts a four-stage review process. This review is conducted by BRA staff from the agency's economic development, planning, and workforce development (Office of Jobs and Community Services or "JCS") divisions together with staff from the BTB, Boston Environment Department ("Environment"), Boston Public Works Department ("Public Works"), the Boston Water and Sewer Commission ("BWSC") and other City agencies, departments, or commissions as necessary. Staff is also assisted on a project-by-project basis by general community involvement, citizen advisory groups or task forces, professional associations, and other constituencies. The time frame for development review and the sequence of phasing may vary depending on the size and complexity of the project.

Step One: Development Concept

Projects are either privately or publicly initiated and the first step in development review varies accordingly.

For a privately initiated project, the developer contacts the BRA with a letter of intent that briefly describes the proposed project. For a Planned Development Area ("PDA") proposal, or Institutional Master Plan ("IMP") or equivalent, where specific projects may be less defined (or the overall plan area encompasses more than the single proposed project), the developer or institution should set up an initial meeting with the BRA to establish submission protocols. The BRA meets with the developer to discuss the development concept, government regulations and procedures, and submission requirements appropriate to the project from the comprehensive list included in this document. If appropriate, an Impact Advisory Group composed of residents, businesses, and community organizations from the impacted area will be formed to advise BRA staff in the consideration of project impacts and appropriate mitigation.

Publicly initiated projects include the disposition or leasing of City- or BRA-owned property that, because of size and location, require development review by the BRA. For BRA-owned properties, the BRA will prepare a developer's kit for a specific site, outlining the development concept and guidelines. A Request for Proposals ("RFP") to develop the site is publicly advertised. The responses are reviewed by the BRA and, as appropriate, the community. Following review, the BRA will grant tentative designation to a developer. In some cases for BRA-owned property, tentative designations will not be made until after full Article 80 review. The City follows a similar process for disposing of its properties.

From this point on, publicly and privately initiated projects follow similar review procedures.

Step Two: Article 80 of the Code

Article 80 of the Code allows public agencies to draw on the knowledge and experience of communities in the review of proposed projects. Article 80 contains four types of review: Large Project Review (Article 80B), Planned Development Area Review (Article 80C), Institutional Master Plan Review (Article 80D), and Small Project Review (Article 80E). Flow charts illustrating each of these processes may be found in Appendix 2.

Large Project Review applies to virtually all major projects in Boston, usually defined as projects that add at least 50,000 square feet of gross floor area or rehabilitate at least 100,000 square feet of gross floor area. Through Large Project Review, the BRA, guided by comments from the public, examines a project's impacts on its immediate surroundings and the city as a whole. Depending on the project's size, location, and use, the review may address the project's impacts in a variety of areas, including traffic and parking, environmental protection (wind, shadow, noise, etc.), the design character of the area, historic buildings, infrastructure systems (water, sewer, etc.), and employment. Based on the outcome of the review, the BRA may require the developer to modify the project's size, mass, or design or take other measures to mitigate anticipated impacts. Public input through community meetings and comment periods is an important part of this review process.

Planned Development Area Review applies to certain overlay districts that establish special zoning controls for large or complex projects. To qualify for PDA Review, a site must be at least one acre in size. The special zoning controls are laid out in a Development Plan for each PDA. PDA Review is similar to Large Project Review in terms of impact assessments. Approval requires public hearings before the BRA Board and the Boston Zoning Commission. Once a PDA is approved, components within the plan area may be submitted all at once or in phases over time (proposed project submissions initiated thus are Development Plan submissions) for design review and final permitting. Individual projects must still undergo Large Project Review or Small Project Review as appropriate. Public input through community meetings and comment periods is an important part of this review process.

Institutional Master Plan Review usually applies to large institutional campuses such as hospitals and universities. In these cases, institutions are required to submit a long-range development program, encompassing a minimum of ten (10) years. This allows the BRA and the community a context within which to evaluate an institution's proposed projects and the potential effects of institutional growth on the surrounding area. The resulting IMP, upon approval by the BRA and the Boston Zoning Commission, allows projects whose specific uses, density, massing, and location are defined within the IMP to be proposed as of right. Individual projects must still undergo Large Project Review or Small Project Review as appropriate. Institutional Master Plan Review also involves impact assessments comparable to the above, and requires public hearings before and approval by the BRA Board and the Boston Zoning Commission. Institutions submitting an IMP are also required to submit biennial updates, per the Code, including such information as enrollment, employment, and economic impacts as well as any other circumstances that may differ from the original IMP or may prove relevant to understanding changing institutional conditions. Public input through community meetings and comment periods is an important part of this review process.

Small Project Review applies to all minor projects in Boston, usually defined as projects that add between 20,000 and 50,000 square feet of gross floor area or result in the construction of fifteen (15) or more new residential units. Small Project Review often entails community review as well as design review by the BRA's Urban Design department.

Please see Article 80 of the Code for additional detail about the different review categories. Certain requirements of the Code may trigger Article 80 review automatically in some districts, and as-of-right zoning limits in many districts are enhanced by voluntary submission to Large

Project Review. Also, please note well public notification requirements as outlined in Article 80A and elsewhere.

Step Three: Design Review

Design review is an essential element of the full review process. The BRA's Urban Design department, in conjunction with the planning and economic development staff, considers the compatibility of a project with its surroundings in terms of massing, height, materials, ornamentation, fenestration, landscaping, and access. The elements of ongoing design review include: (i) Project Schematics, (ii) Design Development plans, (iii) Contract Document plans, and (iv) Construction Inspection, as further defined in Section IV – Submission Requirements. Design review often begins prior to the submission of a Letter of Intent, but is fully engaged in the early stages of schematic design. A list of required submissions for design review is included in the section of this report entitled Submission Requirements. IMPs and PDAs larger than a single site will generally be asked to include a larger context area in their urban design analysis, showing relationships and connections to the neighborhood or district, its uses, its character, and its infrastructure.

As part of the design review process, certain projects are subject to Article 28 of the Code – Boston Civic Design Commission (“BCDC”) review. BCDC review considers the relationship of a proposed project to the public realm of the City of Boston. Generally those projects at or over 100,000 gross square feet, or located within PDAs or IMP areas, are subject to review by the BCDC. The BCDC may also, at its discretion, choose to review proposed projects of somewhat less than 100,000 SF if such are determined to have a significant potential impact upon the public realm of the neighborhood or City. The BCDC is advisory to the BRA and must act on a project before approvals may be obtained through the BRA. In general, both BCDC and BRA Article 80 review take place during the development of the schematic design for a given project.

Step Four: Project Agreements

Certain agreements are often required between the BRA and other City agencies and a developer prior to the issuance of a building permit by ISD. The following agreements, where applicable, may be requested of a project proponent:

- Affirmative Fair Housing Marketing Plan or Fair Housing Marketing Plan (with Boston Fair Housing Commission)
- Affordable Housing Agreement
- Boston Residents Construction Employment Plan
- Construction Management Plan (with BTB)
- Cooperation Agreement
- Development Impact Project (“DIP”) Agreement
- Disclosure of Beneficial Interests
- First Source Agreement and Memorandum of Understanding (with the Office of Jobs and Community Services)
- Transportation Access Plan Agreement (“TAPA”) (with BTB)

Once project agreements have been executed and construction has begun under the approved contract document plans, mock-up panels (materials review), construction change orders, and

any specified unresolved issues or details will be subject to ongoing review. The developer must request permission from the BRA and ISD prior to making changes from approved drawings if such changes involve modifications to the exterior or interior lobbies that can be viewed from the exterior. Site visits may be conducted to ensure construction of the project is in accordance with the contract documents.

After review of the completed project by BRA staff, a Certification of Completion will be approved by the BRA Board, certifying that the construction of the project has been completed according to the terms of the Authority's agreements with the developer. Additionally, a Certification of Compliance will be approved by the BRA, certifying the status of the developer's compliance with mitigation requirements and public benefits set forth in the agreements between the developer and the Authority, such as the Cooperation Agreement and Development Impact Project Agreement.

PROJECT REVIEW SUBMISSION REQUIREMENTS

Following is a comprehensive list of BRA submission requirements. Developers of large projects (Large Project Review), typically those greater than 50,000 square feet in size, are required to provide much of this information. Smaller proposals (Small Project Review) provide only the information appropriate to their context and complexity, as defined by the BRA. Some data are relevant especially to submission of IMP or PDA proposals. ISD or other City requirements may be obtained from the specific department. Developers should work with BRA project managers to determine the applicability of the requirements listed below.

In addition to full-size scale drawings, a completed Project Information Form, 25 copies (or as advised by the BRA) of a bound booklet containing all submission materials reduced to size 8-1/2" x 11", except where otherwise specified, are required, as well as one copy in digital format (e.g., Adobe Acrobat). For projects to be reviewed by the BCDC, 15 booklets containing the applicant and zoning information and the design submission materials are required, to be submitted one week before the initial presentation to the BCDC.

I. APPLICANT INFORMATION

A. Development Team

1. Names
 - a. Developer (including description of development entity or Chapter 121A entity)
 - b. Attorney
 - c. Project consultants (e.g., Architect, U.S. Green Building Council Leadership in Energy and Environmental Design ("LEED") Accredited Professional)
2. Business address and telephone number for each
3. Designated contact for each
4. Description of current or formerly-owned developments in Boston

B. Legal Information

1. Legal judgments or actions pending concerning the proposed project
2. History of tax arrears by the development team on other property owned in Boston
3. Property Title Report including current ownership and purchase options of all parcels in the development site

II. PROJECT AREA

A. Description of Metes and Bounds

B. Dimensional Information

1. For areas requiring limited takings or air rights volumes, description of specific dimensional bounds of such areas accompanied by design documentation which clearly indicates structure, purpose, and use within such volumes

C. Current Zoning

III. PROJECT DESIGN

A. Phase I Submission: Project Schematics

The following submission requirements apply to any project subject to Large (or Small, at the discretion of the BRA) Project Review as well as PDA Development Plans. Certain PDAs and IMPs will require more generalized and broader information establishing a framework within which the proposed projects will be set. As these plans establish the equivalent of a zoning district, this additional material is key in evaluating not only the impacts of proposed projects within the PDA, but also how those plan areas fit within the context of the city.

1. Written description of program elements and space allocation (in square feet) for each element, as well as project totals
2. Neighborhood plan, elevations and sections at an appropriate scale (1":100' or larger as determined by the BRA) showing relationships of the proposed project to the neighborhood's:
 - a. massing
 - b. building height
 - c. scaling elements
 - d. open space
 - e. major topographic features
 - f. pedestrian and vehicular circulation
 - g. land use
3. Color or black and white 8"x10" photographs of the site and neighborhood
4. Sketches and diagrams to clarify design issues and massing options
5. Eye-level perspective (reproducible line or other approved drawings) showing the proposal (including main entries and public passages/areas) in the context of the surrounding area. Views should display a particular emphasis on important viewing areas such as key intersections or public parks/attractions. Long-ranged (distanced) views of the proposed project should also be studied to assess the impact on the skyline or other view lines. At least one bird's-eye perspective should also be included. All perspectives should show (in separate comparative sketches) both the build and no-build conditions. The BRA should approve the view locations before analysis is begun. View studies should be cognizant of light and shadow, massing and bulk.
6. Additional aerial or skyline views of the project, if and as requested
7. Site sections at 1":20' or larger (or other scale approved by the BRA) showing relationships to adjacent buildings and spaces
8. Site plan(s) at an appropriate scale (1":20' or larger, or as approved by the BRA) showing:
 - a. general relationships of proposed and existing adjacent buildings and open spaces
 - b. open spaces defined by buildings on adjacent parcels and across streets
 - c. general location of pedestrian ways, driveways, parking, service areas, streets, and major landscape features
 - d. pedestrian, handicapped, vehicular and service access and flow through the parcel and to adjacent areas
 - e. survey information, such as existing elevations, benchmarks, and utilities
 - f. phasing possibilities

- g. construction limits
- 9. Model made of bass wood at a 1"=10' scale minimum with the surrounding context with the proposed projects and existing conditions extending to a minimum three-block radius beyond each development parcel
- 10. A massing model of the proposal in a digital 3D Max format. The digital model must illustrate the proposal and its immediate surrounding blocks in sufficient detail using texture mapping. The digital specifications of the model must be made in coordination with the BRA Urban Design Department to fit the BRA's city-wide digital model
- 11. Study model at 1":16' or 1":20' showing preliminary concept of setbacks, cornice lines, fenestration, facade composition, etc.
- 12. Drawings at an appropriate scale (e.g., 1":8', 1":16', or as determined by BRA) describing architectural massing, facade design and proposed materials including:
 - a. building and site improvement plans
 - b. neighborhood elevations, sections, and/or plans showing the development in the context of the surrounding area
 - c. sections showing organization of functions and spaces, and relationships to adjacent spaces and structures
 - d. preliminary building plans showing ground floor and typical upper floor(s)
 - e. phasing, if any, of the proposed project
- 13. A written and/or graphic description of the building materials and its texture, color, and general fenestration patterns
- 14. U.S. Green Building Council LEED Project Checklist/Scorecard
- 15. Electronic files describing the site and proposed project at Representation Levels one and two ("Streetscape" and "Massing") as described in the document *Boston "Smart Model": Two-Dimensional Mapping Standards (Appendix 3)*
- 16. Full responses, which may be in the formats listed above, to any urban design-related issues raised in preliminary reviews or specifically included in the BRA scoping determination, preliminary adequacy determination, or other document requesting additional information leading up to BRA Board action, inclusive of material required for BCDC review
- 17. Proposed schedule for submission of all design or development-related materials

In addition, all IMP and PDA Master Plan submissions (for areas comprising more than a single site/structure) shall include the following, again in printed and duplicable digital format, and revised as required during the review process for later reference:

- 18. A comprehensive Plan Area map, clearly indicating bounds and all site locations and approximate building footprints
- 19. Such Plan Area map, modified to show (a) existing and (b) proposed zoning restrictions
- 20. For IMPs, a table and map listing all buildings owned or leased by the institution, both on and off the campus, and indicating
 - a. total area including area below grade
 - b. uses and area devoted to each use
 - c. height in feet and number of floors, including floors below grade
 - d. age
 - e. condition
 - f. proposed action (rehabilitation, demolition, replacement, or other) during

the term of the IMP

- g. proposed uses with area devoted to each use
- 21. Uses (specifying the principal sub-uses of each land area, building, or structure)
- 22. Square feet of gross floor area within Plan Area
- 23. Square feet of gross floor area eliminated from existing buildings through demolition of existing facilities
- 24. Floor area ratios, individually and in total
- 25. Building heights within Plan Area
- 26. Parking areas or facilities, both existing and to be modified or provided in connection with proposed projects
- 27. A series of neighborhood plans (to the extent not covered in item #2 above) at a scale of 1":100' showing existing and proposed building heights, building uses, pedestrian circulation, and vehicular circulation of cars, service vehicles, and buses, shuttles, or ambulances; the area to be included in the plans shall extend not less than 1,500 feet in all directions from the proposed project site except as specifically agreed upon otherwise by the BRA
- 28. Diagrammatic sections through the neighborhood (to the extent not covered in item #2 above) cutting north-south and east-west at the scale and distance indicated above
- 29. True-scale three-dimensional graphic representations of the area indicated above either as aerial perspective or isometric views showing all buildings, streets, parks, and natural features
- 30. A study model at a scale of 1":40' showing the proposal in the context of other buildings extending 500 feet in all directions from the project site or as determined by the BRA. If the Plan Area is within the area of the BRA's Downtown 1":40' Model, see #11 above

B. Phase II Submission: Design Development (At this stage, all relevant PDA or IMP Plan material has been submitted and approved; the building design progresses in this and the following phases.)

- 1. Revised written description of project
- 2. Revised site sections
- 3. Revised site plan showing:
 - a. relationship of the proposed building and open space to existing adjacent buildings, open spaces, streets, and buildings and open spaces across streets
 - b. proposed site improvements and amenities including paving, landscaping, lighting and street furniture
 - c. building and site dimensions, including setbacks and other dimensions subject to zoning requirements
 - d. any site improvements or areas proposed to be developed by some other party (including identification of responsible party)
 - e. proposed site grading, including typical existing and proposed grades at parcel lines
- 4. Dimensional drawings at an appropriate scale (e.g., 1":8') developed from approved schematic design drawings which reflect the impact of proposed structural and mechanical systems on the appearance of exterior facades, interior public spaces, and roofscape including:
 - a. building plans and elevations

- b. preliminary structural drawings
 - c. preliminary mechanical drawings
 - d. sections
 - e. elevations showing the project in the context of the surrounding area as required by the Authority to illustrate relationships or character, scale and materials
5. Large-scale (e.g., 3/4":1') typical exterior wall sections, elevations, and details sufficient to describe specific architectural components and methods of their assembly
 6. Outline specifications of all materials for site improvements, exterior facades, roofscape, and interior public spaces
 7. A study model at an appropriate scale (e.g., 1":8', 1":16', or as determined after review of schematic design) showing refinements of façade design.
 8. Eye-level perspective drawings showing the revised project in the context of the surrounding area
 9. Preliminary samples of all proposed exterior materials (see Appendix 4)
 10. Complete photo documentation (35 mm color slides) of above components including major changes from initial submission to project approval, if and as requested by the BRA.
 11. U.S. Green Building Council LEED Project Checklist/Scorecard

All above information may be additionally requested in either booklet or suitable electronic form.

C. Phase III Submission: Contract Documents (At this stage, a project has likely received approval and is seeking building permits from ISD.)

1. Final written description of project, including final program breakdown
2. A site plan showing all site development and landscape details for lighting, paving, planting, street furniture, utilities, grading, drainage, access, service, and parking
3. Complete architectural and engineering drawings and specifications. One set for BRA reference; additional sets or cover sheets as required for stamped approvals prior to submission to ISD
4. A complete list of exterior building and site materials and plantings, including a materials sample board if and as requested (see Appendix 4)
5. Eye-level perspective drawings or presentation model that accurately represents the project, and a rendered site plan showing all adjacent existing and proposed structures, streets, sidewalks, pathways, and site improvements
6. Site and building plan at 1":100' for Authority's use in updating its 1":100' photogrammetric map sheets, if and as requested
7. Revised basswood models of final project design suitable for placement, if and as appropriate, in the applicable BRA model bases
8. A massing model of the proposal in a digital 3D Max format. The digital model must illustrate the proposal and its immediate surrounding blocks in sufficient detail using texture mapping. The digital specifications of the model must be made in coordination with the BRA Urban Design Department to fit the BRA's city-wide digital model
9. Electronic files describing the site at Representation Levels three and four ("Building Envelope" and "Photo-realistic") as described in the document Boston "Smart Model": Two-Dimensional Mapping Standards. This should include the

site, if topology has been altered

10. U.S. Green Building Council LEED Project Checklist/Scorecard
11. Complete photo documentation (35 mm color slides) of above components including major changes from initial submission to project approval, if and as requested by the BRA.

All above information may be requested in electronic form suitable to the BRA for purposes of reference and information. All above information may be requested in booklet form for limited distribution or reference.

D. Phase IV Submission: Construction Inspection (Phase IV occurs throughout the construction period.)

1. All contract addenda, proposed change orders, and other modifications and revisions of approved contract documents that affect site improvements, exterior facades, roofscape (inclusive of HVAC equipment and mechanical or access penthouses), and interior public spaces submitted to the Authority for review and approval prior to effectuation
2. Shop drawings of architectural components which differ from or were not fully described in the contract documents
3. Information or modifications requested as a condition of approval by the BRA
4. A signage plan or specific signage or building identification proposals
5. A lighting plan or any specific site or building facade lighting proposals, inclusive of any off-site lighting of buildings or monuments undertaken in conjunction with the project
6. Mock-up panels: Full-size assemblies (at the project site) of significant exterior materials, inclusive of proposed details of construction (joint materials including grout or caulking, window frames, mullions, and panning, glass and spandrel panels, masonry or other patterning) and including all feasible facade conditions. Drawings of proposed mock-up panels shall be submitted to the BRA for review and approval prior to erection. Approval of all materials, including both site and building materials, shall not be deemed final until after this mock-up panel review has been completed by the BRA (see Appendix 4)
7. Viewing of any additional models or mock-ups promulgated by the developer for marketing or other purposes
8. U.S. Green Building Council LEED Project Checklist/Scorecard

IV. BRA PROJECT IMPACT ASSESSMENT

Whether or not a project comes within the purview of the MEPA review requirements, the BRA may request all or several of the environmental analyses listed below. The extent of analyses required depends on the size, location, and complexity of the project as defined in the scoping determination issued during Article 80 review.

A. Transportation Impacts/Access Plan

1. Parking
 - a. Number of spaces provided indicating public and private allocation
 - b. Reduction in parking from previous use of site
 - c. Proposal's impact on demand for parking
 - d. Parking plan, including layout, access, and size of spaces

- e. Evidence of compliance with City of Boston parking freeze requirements
- 2. Loading
 - a. Number of docks
 - b. Location and dimension of docks
- 3. Access
 - a. Size and maneuvering space on-site or in public right-of-way
 - b. Access, curb cuts, and/or sidewalk changes required
- 4. Vehicular Traffic
 - a. Project vehicular traffic demand and generation (daily and peak-hours) and distribution
 - b. Circulation and access impacts on the local and regional street system and local intersections (traffic impact area), including capacity and level-of-service analyses
 - c. Modal split and vehicle occupancy analysis
- 5. Public Transportation
 - a. Location and availability of public transportation facilities
 - b. Usage and capacity of existing system
 - c. Peak-hour demand and capacity analysis
 - d. Measures to encourage use of public transportation
- 6. Pedestrian Circulation
 - a. Demand and capacity analysis on project area sidewalks
 - b. Connections to public transportation station stops
 - c. Effect on pedestrian flows of project parking and servicing entrances and exits
- 7. Access Plan
 - a. Measures to manage parking demand and optimize use of available parking spaces, including:
 - Proposed rate structure(s)
 - Ride-sharing incentives and information dissemination
 - Set-asides for high-occupancy-vehicles: number and location
 - Set-asides for after morning commuter peak (usually 9:30 or 10:00 a.m.)
 - b. Measures to encourage public transportation use, including:
 - Mass transit information dissemination
 - MBTA pass sales and subsidies
 - Direct station links or pedestrian connections
 - c. Measures to reduce peaking, including:
 - Encouragement of flexible work hours
 - Restrictions on service and good deliveries
 - d. Measures to mitigate construction impacts, including:
 - Time and routes of truck movements
 - Storage of materials and equipment
 - Worker parking and commuting plan
 - e. Monitoring and reporting measures

B. Environmental Protection

- 1. Wind
 - a. A qualitative or quantitative (wind tunnel) analysis of pedestrian level winds may be required for existing (no-build) and build conditions. Wind

tunnel testing shall be required for:

Any building higher than 150 feet

Any building 100 feet high and at least two times higher than the adjacent buildings

Any other building which falls below these thresholds but because of its context and particular circumstances would require wind tunnel testing

- b. The analysis shall determine potential pedestrian level winds adjacent to and in the vicinity of the project site and shall identify any areas where wind velocities are expected to exceed acceptable levels, including the Authority's guideline of an effective gust velocity of 31 miles per hour (mph) not to be exceeded more than 1% of the time
- c. The analysis also shall determine the suitability of particular locations for various activities (e.g., walking, sitting, eating, etc.) as appropriate
- d. Particular attention shall be given to public and other areas of pedestrian use, including, but not limited to, entrances to the project and adjacent buildings, sidewalk adjacent to and in the vicinity of the project buildings, and parks, plazas, and other open spaces and pedestrian areas near the project development
- e. Wind speeds shall be measured in miles per hour
- f. For areas where wind speeds are projected to be dangerous or to exceed acceptable levels, measures to reduce wind speeds and to mitigate potential adverse impact shall be identified and, if appropriate, tested
- g. Should a qualitative analysis indicate the possibility of excessive or dangerous pedestrian level winds, additional analyses, including wind tunnel testing may be required
- h. Wind tunnel testing shall be conducted in accordance with the Protocol for Quantitative Pedestrian Level Wind Impact Analysis (Appendix 5)

2. Shadow

- a. Shadow analysis may be required for existing (no-build) and build conditions for the hours of 9:00 a.m., 12:00 noon, and 3:00 p.m. for the vernal equinox, summer solstice, autumnal equinox, and winter solstice and for 6:00 p.m. in the summer and fall. In addition, on a case-by-case basis, analysis for other times of day (e.g., 10:00 a.m.) may be required
- b. Shadow analysis shall be conducted using the Sun Altitude/Azimuth Table (see Appendix 6)
- c. The shadow impact analysis must include net new shadows as well as existing shadows; net new shadows shall have a clear graphic distinction. For purposes of clarity, new shadows should be shown in a dark, contrasting tone distinguishable from existing shadows
- d. Shadow analysis must show the incremental effects of the proposed development on existing and proposed public open spaces and pedestrian areas (including transit stops), including, but not limited to, sidewalks and pedestrian walkways adjacent to and in the vicinity of the proposed project and parks, plazas, and other open space areas. The analysis must clearly label all streets, vehicular paths, public open spaces, and pedestrian areas adjacent to and in the vicinity of the proposed project area. A North arrow shall be provided on all figures.
- e. Additional shadow analysis may be required depending on the particular circumstances or physical characteristics of the project site, including its

- solar orientation relative to public open spaces, pedestrian and street patterns, existing shadows in the area, historic resources, defined shadow impact areas, or other appropriate factor
- f. If location in relation to Boston Common or Public Garden dictates, analyses indicating any impacts (including potential draw from the 'shadow bank') or proving no impacts within the prescribed exclusion times shall be performed
3. Daylight
- a. Daylight analysis may be required for no-build, build, and as-of-right conditions (as well as examples from the broader context) and shall be conducted by measuring the percentage of skydome that is obstructed by the proposed project
- b. Daylight analysis, if required, shall be taken for each major building façade fronting public ways or passages
- c. The daylight analysis shall be conducted by use of the Boston Redevelopment Authority Daylight Analysis ("BRADA") computer program
- d. The analysis shall treat three elements as controls for data comparison: 1) existing conditions; 2) the context of the area; and, 3) the as-of-right zoning envelope
4. Solar Glare
- a. Analysis of solar glare impact on potentially affected streets and public open spaces and pedestrian areas is required, if applicable, to determine the potential for visual impairment or discomfort due to reflective spot glare
- b. Analysis of the potential for solar heat buildup in any nearby buildings receiving reflective sunlight from the proposed project is required, if applicable
5. Air Quality
- a. An evaluation of the impact on local and regional air quality from a significant stationary source may be required
- b. A microscale analysis predicting localized carbon monoxide concentrations should be performed, including identification of any locations projected to exceed the National or Massachusetts Ambient Air Quality Standards, for projects in which: 1) project traffic would impact intersections or roadway links currently operating at Level of Service ("LOS") D, E, or F or would cause LOS to decline to D, E, or F; 2) project traffic would increase traffic volumes on nearby roadways by 10% or more (unless the increase in traffic volume is less than 100 vehicles per hour); or, 3) the project will generate 3,000 or more new average daily trips on roadways providing access to a single location.
- c. A mesoscale analysis predicting the change in regional emissions of volatile organic compounds ("VOCs") and nitrogen oxides ("NOx") should be performed for projects that generate more than 10,000 vehicle trips per day. The above analyses shall be conducted in accordance with the modeling protocols established by the Massachusetts Department of Environmental Protection ("DEP") and the U.S. Environmental Protection Agency ("EPA").
- d. Emissions from any parking facility constructed as part of the project and from the project's heating and mechanical systems must be estimated. In addition, carbon monoxide monitors shall be installed in all enclosed

- parking facilities and a description of the proposed ventilation system must be provided
- e. Building/garage air intake and exhaust systems and specifications and an analysis of the impact of exhausts on pedestrians and any sensitive receptors must be identified and described
 - f. Mitigation measures required to minimize or avoid any violation of state or federal ambient air quality standards must be described
6. Water Quality and Resources
- a. The impacts of the proposed project on the water quality of Boston Harbor or other water bodies that could be affected by the proposed project must be evaluated, if applicable
 - b. The impacts of any in-water construction activities must be evaluated, if applicable, including dredging, pile driving, pile removal, pier reconstruction, seawall or shoreline stabilization and/or repair, and site de-watering and runoff
 - c. Study must be made of the potential increase in turbidity and impact on benthic organisms, fish, and other marine resources
 - d. Mitigation measures to reduce or eliminate impacts on water quality must be described
7. Flood Hazard Zone/Wetlands
- a. Where appropriate, a determination must be made of whether or not a proposed project falls within a Federal Flood Hazard Zone or requires a Wetlands Permit
 - b. The impact of the proposed project on wetland resources must be evaluated, if applicable
 - c. Measures to minimize potential flood damage and to comply with city and federal flood hazard regulations and any Order of Conditions issued by the Boston Conservation Commission must be described, if applicable
8. Stormwater Management (see also Infrastructure)
- a. Existing and future stormwater drainage from the project site must be described and quantified
 - b. Best Management Practices must be offered to prevent groundwater contamination and to promote the retention of stormwater discharges within the project site
 - c. Compliance with the Commonwealth's Stormwater Management Policy must be indicated, if applicable. Projects involving disturbances of land of one acre or more shall obtain a Stormwater National Pollution Discharge Elimination System ("NPDES") General Permit for Construction from the EPA and the DEP. If a permit is required, a stormwater pollution prevention plan shall be submitted to the BWSC and BRA (and DEP, if requested) prior to commencing construction
 - d. Measures to reduce Inflow/Infiltration into the stormwater drainage system must be described, if applicable
9. Noise
- a. Noise impacts from the proposed project must be analyzed, including rooftop mechanical equipment and other noise sources (e.g., emergency generators), and a determination made of compliance with City of Boston noise regulations and applicable state and federal regulations and guidelines
 - b. For residential projects, noise levels shall be evaluated to determine

conformance with the Interior Design Noise Level (not to exceed day-night average sound level of 45 decibels) established by the U.S. Department of Housing and Urban Development (24 CFR Part 51, Subpart B)

- c. Mitigation measures to reduce excessive noise levels to acceptable limits must be described
- d. A post-construction noise monitoring program may be required to ensure predicted and modeled noise levels are consistent with all applicable City, State, and Federal noise criteria and regulations. Cooperation Agreements may require commitments to post-construction monitoring on a case-by-case basis

10. Solid and Hazardous Wastes

- a. Any known or potential hazardous wastes or contaminants on the project site must be described, together with a description of remediation measures to ensure their safe removal and disposal, pursuant to M.G.L., Chapter 21E and the Massachusetts Contingency Plan
- b. Any potential hazardous wastes to be generated by the proposed project must be identified (see also Infrastructure)
- c. The existence of underground storage tanks ("USTs"), and above ground storage tanks ("ASTs") on the project site must be identified
- d. Potential waste generation must be estimated and plans for disposal indicated
- e. Measures to promote the reduction of waste generation and to promote recycling in compliance with the city's recycling program must be described

11. Groundwater

- a. An engineering analysis of the impact of development on groundwater levels, surrounding structures, and wooden pile foundations must be performed
- b. An assessment of existing groundwater level conditions and an inventory of buildings that may be supported on wooden piles should be provided
- c. A description of measures to be used to ensure that groundwater levels will not be lowered during and after construction must be provided, including monitoring of groundwater levels, as applicable
- d. Mitigation measures must be described such as recharging or recirculating systems, as applicable
- e. The installation of permanent monitoring wells shall be required
- f. If monitoring wells are located on private property, permanent easements for access by the Boston Groundwater Trust ("BGT"), or its designated representative, shall be provided
- g. A mechanism for monthly reporting of monitoring well data to the BRA and BGT should be established
- h. If on-going pumping or dewatering is required, the metering of discharge should be conducted with oversight by the BWSC
- i. If the project is located within the Groundwater Conservation Overlay District an analysis demonstrating compliance with Article 32 of the Code must be performed

12. Geotechnical

- a. Existing subsoil conditions must be analyzed, including the potential for

- ground movement and settlement during excavation, and the potential impact on adjacent and nearby buildings and infrastructure
- b. Foundation construction methodology, the amount and method of excavation, if applicable, and the need for any blasting and/or pile driving and the impact on adjacent buildings and infrastructure must be fully described
- c. As applicable, a Vibration Monitoring Plan shall be developed prior to commencing construction activities to ensure that impacts from project construction on adjacent buildings and infrastructure are avoided
- d. Mitigation measures to minimize and avoid damage to adjacent buildings and infrastructure must be described
- e. Consistent with the State building code, the earthquake potential in the project area shall be analyzed and a description of measures to be implemented to mitigate any adverse impacts from an earthquake event shall be provided

13. Construction Impacts

- a. Potential dust generation and pollutant emissions from construction activities and equipment and measures to control these emissions must be identified
- b. If asbestos-containing materials, lead paint, or other hazardous materials are identified during demolition, renovation, or removal of building materials, compliance with DEP, the Boston Public Health Commission, and ISD guidelines and requirements must be demonstrated
- b. Potential noise generation from construction activities and equipment and measures to minimize increase in noise levels must be identified
- c. Construction staging areas and construction worker parking must be described; measures to encourage car pooling and/or use of public transportation by construction workers must be identified
- d. Construction schedule and hours of operation must be described
- e. Access routes for construction trucks and estimate of anticipated volume of construction truck traffic must be described
- f. Construction methodology and excavation, maintenance of groundwater levels, and measures to prevent any adverse impacts on adjacent buildings and infrastructure must be described
- g. The method of demolition of any existing buildings on site must be identified, if applicable
- h. Potential recycling of construction and demolition debris must be identified
- i. Best Management Practices to control erosion and prevent the discharge of sediments and contaminated groundwater or stormwater runoff into the City's drainage system must be offered
- j. The impact of project construction on rodent populations must be identified and the proposed rodent control program must be described
- k. Measures to protect the public safety must be described
- l. Coordination of project construction with any other construction projects in the vicinity during the same construction time period should be described

14. Wildlife Habitat/Natural Features

- a. Significant flora and fauna present at the project site must be identified, if applicable

- b. Any significant natural features and geologic conditions must be identified, if applicable
 - c. Mitigation measures to preserve and avoid damage to any significant natural features and resources must be described
- C. Urban Design (See above for detailed submission scope)
- D. Sustainable Development/High Performance Green Buildings
1. Analyze and document the project according to the U.S. Green Building Council LEED building rating system. According to building type, follow the most appropriate LEED building rating system and document how the proposed project design and construction practices comply with the LEED Building Rating System and implied standards on a point by point basis. Following are the current LEED-NC v2.1 section headings; consult with the BRA and/or the U.S. Green Building Council for the most appropriate rating system and current standards. The BRA will update these standards consistent with the most current standards.
 - a. Sustainable Sites (Erosion & Sedimentation, Site Selection, Development Density, Alternative Transportation, Brownfield Redevelopment Reduced Site Disturbance, Stormwater Management, Landscape & Exterior Design to Reduce Heat Islands, Light Pollution Reduction)
 - b. Water Efficiency (Water Efficient Landscaping, Innovative Wastewater Technologies, Water Use Reduction)
 - c. Energy and Atmosphere (Building System Commissioning, Energy Performance, CFC Reduction in HVAC&R Equipment, Optimize Energy Performance, Renewable Energy, Additional Commissioning, Ozone Depletion, Measurement & Verification, Green Power)
 - d. Materials and Resources (Recycling, Building Reuse, Construction Waste Management, Resource Reuse, Recycled Content, Local/Regional Materials, Rapidly Renewable Materials, Certified Wood)
 - e. Indoor Environmental Quality (Minimum IAQ Performance, Environmental Tobacco Smoke Control, CO2 Monitoring, Ventilation Effectiveness, Construction IAQ Management Plan, Low-Emitting Materials, Indoor Chemical & Pollutant Control, Controllability of Systems, Thermal Comfort, Daylight and Views)
 - f. Innovation and Design Process (Innovation in Design, LEED Accredited Professional)

Project registration and certification with the U.S. Green Building Council is strongly encouraged but not required. However, all projects must meet the minimum point requirements for certification under the U.S. Green Building Council standards and must submit the U.S. Green Building Council LEED Project Checklist/Scorecard and related documentation to the BRA for review. Projects registering with the U.S. Green Building Council for LEED certification are to copy the BRA on submission items including: LEED letter; LEED registration information; and, LEED Project Checklist/Scorecard and related documentation.

All cooperation agreements shall clearly state project commitments to the U.S.

Green Building Council LEED rating system standards as outlined above.

2. Participation in the EPA's Energy Star/Green Lights program is required.

E. Infrastructure Systems Component

This section analyzes the impacts of a proposed project on the infrastructure systems of the City: total demand or contribution to the tributary area; comparison to available capacity; assurance of availability of all project needs without major infrastructure investments or, if upgrading is needed, mitigation proposed; impacts on existing or abandoned infrastructure artifacts; adequacy of infrastructure systems in the vicinity; and potential for consolidation or improvement of efficiency, especially in larger projects and PDAs or IMPs. The analysis should be organized system by system, and reference related discussions which may occur in response to other sections (i.e., drainage systems, innovative energy utilization).

1. Capacities

- a. Provide an evaluation of the proposed project's impact on the capacity and adequacy of existing water, sewerage, energy (including gas and steam), and electrical communications (including telephone, fire alarm, computer, cable, etc.) utility systems, and the need reasonably attributable to the proposed project for additional systems facilities. Include all background (pipeline) proposed projects in the tributary area

2. Upgrades

- a. Describe anticipated impacts due to any system upgrading or connection requiring a significant public or utility investment, creating a significant disruption in vehicular or pedestrian circulation, or affecting any public or neighborhood park or streetscape improvements, comprising an impact which must be mitigated

3. Mitigation

- a. Describe proposed mitigation, if applicable

4. Utility Systems and Water Quality

- a. Estimate water consumption and sewage generation from the proposed project and the basis for each estimate. Include separate calculations for air conditioning system make-up water.
- b. Describe the capacity and adequacy of water, drainage and sewer systems and evaluate the impacts of the proposed project on those systems
- c. Identify measures to conserve resources, including any provisions for recycling
- d. Describe the proposed project's impacts on the water quality of Boston Harbor or other water bodies that could be affected by the project, if applicable
- e. Describe mitigation measures to reduce or eliminate impacts on water quality
- f. Describe impact of on-site storm drainage on water quality
- g. Detail methods of protection proposed for infrastructure conduits and other artifacts, including BWSC sewer lines and water mains, during construction
- h. Detail the energy source of the interior space heating; how obtained, and, if applicable, plans for reuse of condensate

5. Energy Systems
 - a. Describe energy requirements of the project and evaluation of project impacts on resources and supply
 - b. Describe measures to conserve energy usage and consideration of the feasibility of including solar energy provisions or other on-site energy provisions
 - c. Describe the location of transformer and other vaults required for electrical distribution or ventilation (must be chosen to minimize disruption to pedestrian paths and public improvements both when operating normally and when being serviced)
6. Other System
 - a. Describe any other system (emergency systems, gas, steam, optic fiber, cable, etc.) utilized or impacted by a proposed project
 - b. Identify unique infrastructure issues which arise for specific sites (i.e., adjacency to MBTA structures or subsurface conduit easements)

F. Historic Resources

1. Identify and describe historic resources (historic districts and properties) and archaeological resources located in the vicinity of the project site
2. Evaluate the impacts of the proposed project on historic and archaeological resources, including, as applicable, wind and shadow impacts, visual impacts, and design impacts (scale, height, massing, materials, and other architectural elements)
3. Describe measures to mitigate, minimize, or avoid any potential adverse impacts on any historic or archaeological resource

G. Site Plan

(Required for any proposed project located in a Conservation Protection Subdistrict ("CPS") or a Greenbelt Protection Overlay District ("GPOD")).

1. Provide a survey map prepared by a registered surveyor showing topography at two foot intervals including the location, caliper, and species of individual trees of 6-inch caliper or more and the location of significant natural features on the site, including water courses, water bodies, wetlands, unusual gradients and geologic formations, plant communities, and wildlife habitats. Such survey plan shall also show existing structures, parking areas, driveways and other paved surfaces, and utility lines
2. Provide photographs showing the location and condition of significant natural features
3. Provide a proposed site plan showing the proposed project and the anticipated location of other planned projects within the CPS or GPOD, together with planned grading and landscaping, streets, sidewalks, utilities, and other planned features of the site. Such site plan shall also show the extent to which significant natural features of the site will be preserved and protected
4. Provide a drainage plan and soil report prepared by a registered engineer, when necessary, to assess the drainage impacts of the proposed site plan on significant natural features
5. Describe a proposed maintenance program for the significant natural features of the site, including a statement of whose responsibility it will be for the

- performance of the maintenance program
6. Submit any other information relating to the site plan of the proposed project and the preservation and protection of its significant natural features as requested

H. Tidelands

(Required for any proposed project that requires a license under M.G.L. Chapter 91)

1. Provide documentation of the location of historic tidelands, including the historic high and low water marks
2. Identify the location of Commonwealth tidelands and private tidelands
3. Describe the tidelands licensing history of the project site
4. Document compliance with the standards and requirements of Chapter 91 and its implementing regulations or, if applicable, with an approved Municipal Harbor Plan
5. Demonstrate the consistency of the proposed project with waterfront plans and design standards
6. Determine compliance with the applicable policies of the Massachusetts Coastal Zone Management Plan
7. Document how the proposed project serves a public purpose and provides a greater public benefit than public detriment to the rights of the public in the tidelands
8. Evaluate the provision of public access to the tidelands and of any civic and/or cultural uses to be provided

In addition to the potential environmental impacts indicated above, the BRA will expect the following information from IMP submissions in order to better assess the social impacts of proposed development:

A. Institutional Mission and Objectives

1. Provide the institution's strategic plan, including long-term physical goals, academic/program goals, and other initiatives

B. Demographics

1. Provide details on the current and projected campus population (including undergraduates, graduates, faculty, staff, etc.)

C. Existing Property and Uses

1. Identify all institutionally owned tax-exempt and taxable properties (including acreage, gross building square footage, uses, heights, etc.)
2. Identify all institutionally leased properties (including square footage, uses, heights, etc.)
3. Identify real estate development projects that are proposed or under review (including square footage, uses, heights, zoning, parking, etc.)
4. Identify current and proposed housing (including on-campus and off-campus beds and apartments)

D. Workforce Development

1. Identify current workforce and projected needs
 2. Identify number and percentage of Boston residents employed by neighborhood as well as position, salary, and education-level
 3. Explain existing and proposed programs to train and employ Boston residents and Boston Public Schools students
- E. Transportation
1. Identify campus population commuting data
 2. Identify current and projected on- and off-campus parking spaces
 3. Identify on-campus bike racks
- F. Security Plan
1. Provide safety and security plan
- G. Financials
1. Indicate annual operating budget
 2. Indicate direct and indirect economic impact, including direct purchasing within the City of Boston
 3. Provide details of PILOT and property tax payments
 4. Indicate water and sewer payments
 5. Indicate other City of Boston fees and permit payments
- H. Community Benefits
1. Indicate existing or proposed programs which enhance the surrounding neighborhoods
 2. Indicate positive benefits that mitigate the impacts of existing and proposed projects
- V. RELOCATION INFORMATION
- A. Applicant shall submit a statement concerning applicability to project of any Federal or State Relocation Regulations, and Citation of Regulations
- B. If Chapter 121A, 121B, or Chapter 79A is applicable, then a statement is required that relocation information and relocation plan will be submitted under separate cover in accordance with Chapter 121A, 121B, or Chapter 79A requirements
- C. For projects not covered by Federal or State programs containing relocation regulations, the following information is required:
1. Number of units in building(s) to be demolished or vacated
 2. Number of occupied units, by type, per building
 3. Tenure of occupants (owner/tenant/sub-tenant)
 4. Name and address of each occupant (owner or prime tenant)
 5. Information on size and monthly costs:
 - a. Residential unit – number of rooms, bedrooms, and monthly rent, indicating included utilities

- b. Non-residential – gross square feet of area, number of floors, including ground floors and monthly rent, indicating included utilities
- 6. Length of occupancy of current occupant in unit (and building if greater)
- 7. Estimate of the total number of small businesses
- 8. Number, if any, of minority households or businesses displaced
- 9. Net increase or decrease in number of units:
 - a. Total number of housing units proposed
 - b. Reduction in rent restricted units

VI. FINANCIAL INFORMATION

The BRA reserves the right to request financial projections for a proposed project if a proponent cites financial limitations for non-compliance with BRA modifications.

ZONING REVIEW GUIDELINES

BRA staff serve the Boston Zoning Commission ("Zoning Commission") and the Boston Board of Appeal ("ZBA") by providing review and recommendations of proposals or projects submitted to each entity. Zoning review is initiated by a request for a building or occupancy permit. If the application complies with relevant building and zoning codes as well as other City requirements, the ISD will issue a permit. If a proposed project does not comply with the Code, permission to deviate from the Code may be sought by an exception, variance, or conditional use permit from the ZBA after a formal letter of refusal is obtained from ISD.

Zoning Variances and Conditional Use Permits

In order to obtain a variance an applicant must demonstrate that special circumstances exist that make a property different from others in the district. Variances can be sought for such issues as use, height, density, floor area ratio ("FAR"), setback, and parking ratios. The Code also specifies certain uses that are conditional, as opposed to those which are specifically allowed or forbidden in a district. An applicant obtains a conditional use permit by demonstrating that a proposed use is suitable for its location and will not have a detrimental effect on the surrounding areas. Following BRA review and recommendation, the ZBA will hold a public hearing and approve or reject the zoning variance or conditional use permit application.

Special Zoning Designations

In Section 3-1A, the Code defines several categories of special purpose overlay districts. In these districts, the regulations specified for the base district apply, except when in conflict with the special regulations. Special zoning designations require an amendment to the Code by the Zoning Commission. Selected special zoning districts are:

Planned Development Areas: PDA designation may be obtained for a project on a site of at least one acre. To effectuate a PDA designation, the BRA must approve a PDA development plan or PDA master plan and the Zoning Commission must also approve the PDA development plan or PDA master plan and adopt a map amendment designating the development plan area as a map amendment.

Urban Renewal Subdistricts ("U* Districts"): An urban renewal subdistrict designation is only allowed within an already approved urban renewal project area. It is available if the BRA is assured that the proposal's zoning map amendment conforms with the area's urban renewal plan and with the specific requirements outlined in the urban renewal plan.

CITY OF BOSTON/BRA POLICIES

BRA Policy on Mitigation

The mitigation of development impacts has been a part of the Boston Zoning Code since its beginnings. Article 80 requires the identification and mitigation of impacts of large-scale development as part of the development review process. In October 2000, Mayor Thomas M. Menino outlined the Impact Advisory Group ("IAG") process in "An Order Relative to the Provision of Mitigation by Development Projects in Boston." The Mayor further amended the process in April 2001, in "An Order Further Regulating the Provision of Mitigation by Development Projects in Boston" in order to increase the representation of local elected officials. These Orders, adopted by the BRA Board, create a comprehensive framework to clarify the role of the BRA, the City, the developer, and the community in the determination and mitigation of the impacts of development.

The IAG may contain up to fifteen (15) members, two (2) each nominated by the state senator, state representative, and district city councilor, and the remainder by appointment of the Mayor on the recommendation of residents, businesses, and community organizations as well as at-large city councilors. The IAG advises the BRA on impact and mitigation. IAGs offer BRA staff the chance to work closely with diverse members of the community to understand local concerns, needs, and opportunities. IAG members are invited to take part in the public agency scoping sessions called for in Article 80 of the Boston Zoning Code. The IAG is also encouraged to take part in community meetings that allow for public review and discussion of proposed projects. IAG members are offered the opportunity to review for comment major submissions by a project proponent as well as the Cooperation Agreement between the developer and the BRA prior to its adoption by the BRA.

IAGs are an important ingredient of the BRA's citizen participation program. The BRA encourages public input and involvement at every stage – formal and informal – of the development review process. While the BRA is responsible under state law and local ordinance for official review and approval of proposed projects in Boston, the ideas and concerns of the community are essential components of this evaluation. IAGs do not replace the role of the greater community in the development review process. The IAG is an overlay to the existing process that allows for greater understanding by the BRA of local concerns and greater public insight into the thinking of the BRA and other public agencies involved in the development review process.

BRA Inclusionary Development Demonstration Program

The City and Boston Redevelopment Authority have established an inclusionary development demonstration program in order to promote the production of affordable housing in Boston. Any proposed housing project that is 1) undertaken or financed by any agency of the City of Boston or the BRA or to be developed on property owned by the City of Boston or the BRA that includes 10 units or more, or 2) any housing project that includes 10 or more units of housing and requires zoning relief shall be subject to the inclusion of affordable units. In such projects, no less than a number equal to 15% of the market-rate units shall be made affordable to moderate-income (up to 80% of median income) and middle-income (between 80% and 120% of median income) households. The demonstration program provides the developer with three options.

1. *Affordable Housing Creation On-Site* - Of the affordable units, 50% of the units shall be affordable to households with incomes below 80% of median income. No more than 50% shall be affordable to households with incomes between 80% and 120% of median income, provided that on average these middle-income units are affordable to households earning 100% of median income.
2. *Affordable Housing Creation Off-Site* - Subject to the approval of the Director of the BRA, the developer may choose to create 15% of the total number of units off-site. Fifty percent (50%) of the off-site units shall be affordable to households earning below 80% of median income. The remaining 50% shall be affordable to households earning between 80% and 120% of median income, provided that on average these middle-income units are affordable to households earning 100% of median income.
3. *Cash-Out* - Subject to the approval of the Director of the BRA, the developer may propose to meet its affordable housing obligations by making a dollar contribution. This is calculated by multiplying the total number of units by 15% and the resulting number by an affordable housing cost factor, currently standing at \$97,000. The affordable housing cost factor will be adjusted annually on July 1st.

Fair Housing

The Boston Fair Housing Commission ("BFHC") works to eliminate discrimination and increase access to housing in Boston through investigation and enforcement, affirmative marketing, housing counseling, and interagency coordination. The BFHC also manages a computerized listing service of regional housing opportunities in an effort to provide low-income households increased access to housing in 126 cities and towns of metropolitan Boston.

In order to increase access to housing for City of Boston residents, the BFHC administers the City's Affirmative Fair Housing Marketing Program ("Program"). The Program requires all developers of five or more units that utilize any form of public assistance (land or financial) to affirmatively market their housing units by taking extra steps to attract buyers and tenants least likely to apply because of the development's location. Additionally, any project subject to the BRA's inclusionary development policy will adhere to BFHC requirements. The goal is to foster fair housing and open housing access throughout the City and to attract an applicant pool that reflects the racial composition of the City as a whole.

Any developer subject to the Program must submit to the BFHC an Affirmative Fair Housing Marketing and Buyer/Tenant Selection Plan ("Plan"). The Plan must be submitted prior to execution of an Affordable Housing Agreement and within 30 days of receiving a tentative designation by the City or BRA or a preliminary financing commitment from the primary funding source.

Boston Residents Jobs Policy

Chapter 30 of the Ordinances of 1983 established a Boston Resident Jobs Policy. The 1983 ordinances require contractors performing work on construction projects funded in whole or in part by the city to ensure 50% Boston resident, 25% minority and 10% female participation of the total construction work-hours performed on the project.

A July 12, 1985, Executive Order extends the Resident Jobs Policy ordinance to cover privately

financed construction projects in excess of 100,000 square feet (excluding housing developments). The Order includes the same hiring requirements and requests that each developer submit a detailed employment plan with provisions for monitoring, compliance, and sanctions. The submission of the Boston Residents Construction Employment Plan is required prior to the issuance of a building permit for the project. Developers are obligated to work with the BRA's Office of Jobs and Community Services ("JCS") to ensure that, once a project is completed, Boston residents have full access to any new employment opportunities. Working with JCS includes submitting information regarding anticipated job creation and the type of education and training required for the positions. All developers are expected to provide plans for maximizing the number of Boston residents in jobs with living wages and adequate benefits.

SELECTED BOARDS AND COMMISSIONS

It is the responsibility of the Proponent, working with the BRA review team, to keep the team informed of meetings with other agencies and Commissions and in particular to coordinate potentially overlapping areas of review/control so that reviews are conducted jointly to the extent possible, minimizing the chances of conflicting jurisdictional policies.

Boston Redevelopment Authority Board

The BRA is the planning and economic development agency of the City of Boston, as well as the urban renewal entity. The BRA Board serves as the planning board of the City of Boston. The BRA Board is responsible for overseeing the development review process and the implementation of the Code. Four members are appointed by the Mayor and one member is appointed by the Director of the Massachusetts Department of Housing and Community Development. The BRA Board generally meets every third week.

Boston Board of Appeal

The ZBA hears requests for relief from specific requirements of the Code. Appointed by the Mayor with the confirmation of the Boston City Council, the ZBA is composed of seven members. The ZBA meets on certain Tuesdays at 9:00am in Room 800 on the 8th floor of Boston City Hall.

Boston Civic Design Commission

Required by Article 28 of the Code, BCDC review considers the relationship of a proposed project to the public realm. Appointed by the Mayor, the BCDC is composed of eleven members. The BCDC meets on the first Tuesday of the month at 5:00pm in the BRA Board Room on the 9th floor of Boston City Hall. BCDC subcommittees meet during the times between official BCDC meetings to explore projects in greater detail and generate recommendations for the full BCDC.

Boston Conservation Commission

The Boston Conservation Commission ("BCC") protects and preserves open space and other natural areas of the City including wetlands. The BCC administers the Massachusetts Wetlands Protection Act, the Massachusetts Rivers Protection Act, and the Conservation Commission Act. The BCC is comprised of seven Commissioners and an Executive Secretary appointed by the Mayor. The Commission administers the Commonwealth's Wetlands Regulations by determining wetland boundaries, reviewing the permitting projects proposed in or near wetlands and defined buffer areas, and by placing conditions on development projects that affect wetlands. Waterway protections include ponds, rivers, and the tidal areas of Boston Harbor. The Commission also seeks appropriate public access to these resources.

Boston Groundwater Trust

The BGT was established in 1986 by City of Boston Ordinance, and as revised in 2005. The BGT's mission is to monitor groundwater levels in Boston and to make recommendations to raise, restore, or protect the water table in areas of the City with wood pilings or other potentially affected foundations. The BGT works with ISD and the BRA to understand and mitigate any negative impacts of development projects on ground water levels.

Boston Landmarks Commission

In 1975, state legislation (Chapter 772, M.G.L. 1975 as amended) created the Boston Landmarks Commission ("BLC") as Boston's city-wide historic preservation agency. It performs many functions including identifying and preserving historic properties, reviewing development and demolition activities proposed in the city, providing public information and assistance on preservation practices, and providing staff support to local historic district commissions. The local commissions have specific powers of review; the three largest (in covered geographic area) are the Beacon Hill Architectural Commission, the Back Bay Architectural Commission, and the South End Landmark District Commission. The BLC also administers the City's Demolition Delay process, Article 85 of the Code.

Boston Parks and Recreation Commission

The Boston Parks and Recreation Commission ("Parks Commission") has authority over and responsibility for public parklands in the City of Boston. Additionally, the Parks Commission has oversight of any proposed development or construction project within one hundred feet of parkland within Boston. The Parks Commission is composed of five members appointed by the Mayor and confirmed by the City Council.

Boston Public Improvement Commission ("PIC")

The PIC oversees City of Boston property including streets and sidewalks. PIC approval is necessary for temporary and permanent encroachments on the public way including access to streets and sidewalks and structural overhangs. Composed of five members representing City agencies, the PIC meets on certain Thursdays at 10:00am in Room 800 on the 8th floor of Boston City Hall.

Boston Zoning Commission

The Zoning Commission oversees the creation of the Code. Appointed by the Mayor with the confirmation of the Boston City Council, the Zoning Commission is composed of nine members. The Zoning Commission meets on certain Wednesdays at 9:00am in the BRA Board Room on the 9th floor of Boston City Hall.

FEES

Fees may apply to projects under review by the BRA, including zoning relief application fees, building permit fees, and certain BRA property sales or leases.

APPENDICES

- Appendix 1: Massachusetts Environmental Policy Act Review
- Appendix 2: Large Project Review, Planned Development Area Review, Institutional Master Plan Review, and Small Project Review Flow Charts
- Appendix 3: Boston "Smart Model": Two-Dimensional Mapping Standards
- Appendix 4: A Guide for the Preparation of Materials Samples Construction Detail Panels
- Appendix 5: Protocol for Quantitative Pedestrian Level Wind Impact Analysis
- Appendix 6: Sun Altitude/Azimuth Table

Appendix 1

MASSACHUSETTS ENVIRONMENTAL POLICY ACT REVIEW

The Massachusetts Environmental Policy Act ("MEPA") requires the review and evaluation of projects to identify and mitigate environmental impact. MEPA applies to projects directly undertaken by a state agency (including leases and transfers of property undertaken by an agency) and to privately-initiated projects requiring an agency permit or receiving financial assistance from an agency.

Regulations implementing MEPA were promulgated by the Executive Office of Environmental Affairs ("EOEA"). These regulations establish a process whereby an Environmental Notification Form ("ENF") must be filed with EOEA for public and agency review as the preliminary step in determining the need for an Environmental Impact Report ("EIR"). For activities or actions undertaken by an agency, the preparation of the ENF (and of the EIR, if subsequently required) is the responsibility of the agency itself. For private projects seeking state or BRA financial assistance or a permit (e.g., Chapter 91 license), the project proponent is responsible for preparing the required documents.

In addition to describing the environmental review process, the MEPA regulations also establish review thresholds which specify whether MEPA review shall consist of an ENF and a mandatory EIR or of an ENF and other MEPA review if so required. Specific rules of application are included in the regulations.

The public/agency review period for an ENF is 20 days following publication of an ENF's notice of submission and availability in EOEA's Environmental Monitor. Notices are published twice monthly, on approximately the 7th and the 21st of the month. The Secretary of Environmental Affairs then has 10 days in which to issue a certificate stating whether or not an EIR is required.

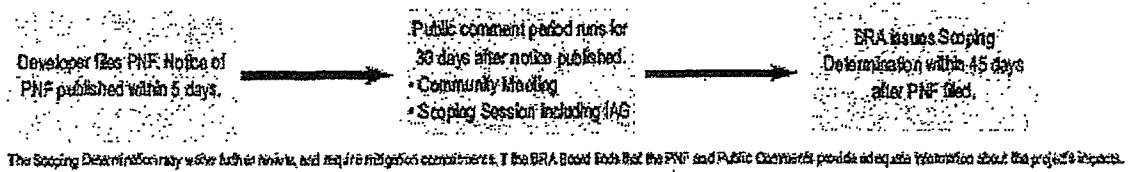
If an EIR is required, the normal EIR process from beginning of the preparation of the EIR to final approval takes five to six months and considerably longer for major and complicated projects.

Article 80, Section 80-6 of the Code provides for a coordinated review and the submission of a single set of documents to satisfy the requirements of both MEPA and Article 80.

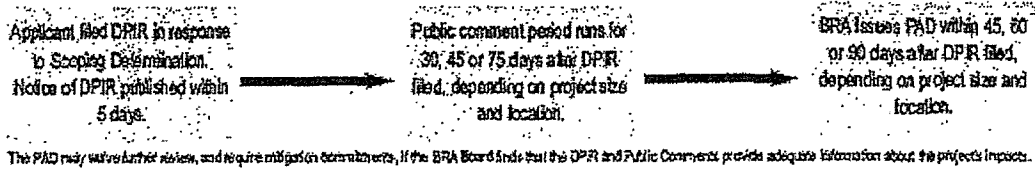
Appendix 2

The following flow chart illustrates the Large Project Review Process:

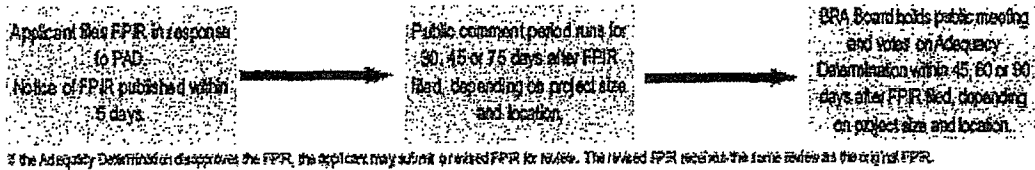
Step 1. Project Notification from (PNF) and Scoping Determination



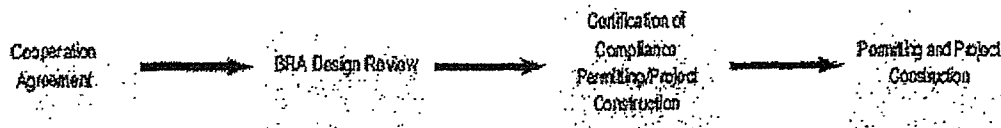
Step 2. Draft Project Impact Report (DPIR) and Preliminary Adequacy Determination (PAD)



Step 3. Final Project Impact Report (FPIR) and Adequacy Determination

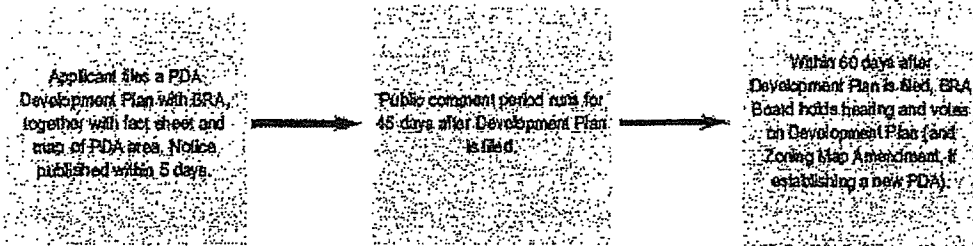


Step 4. Certification and Implementation

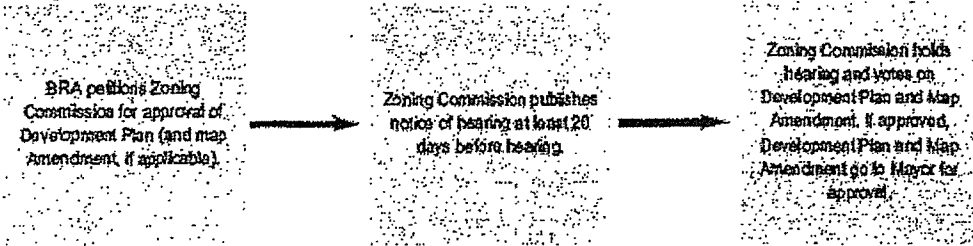


The following flow chart illustrates the PDA Review process:

Step 1. BRA Approval



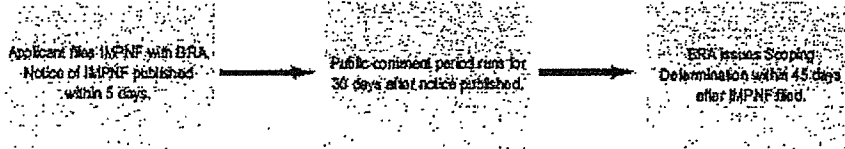
Step 2. Zoning Commission Approval



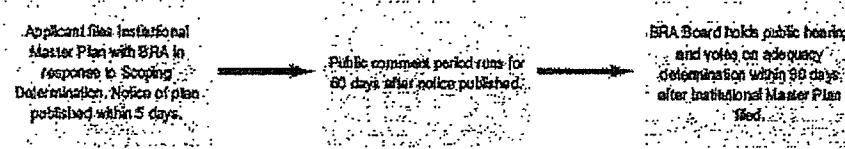
Regulations for Zoning Commission hearings and notices are not part of PDA review under Article 80 but appear in the Boston Zoning Enabling Act (Chapter 665 of the Acts of 1956, included in the text of Volume 1 of the Zoning Code), which establishes the Zoning Commission.

When an Institutional Master Plan is required, adding or changing a hospital or college project requires an amendment to an approved Institutional Master Plan. The procedure for amending the plan is the same as the procedure for approving it, as shown below.

Step 1. Institutional Master Plan Notification Form (IMPNF) and scoping determination

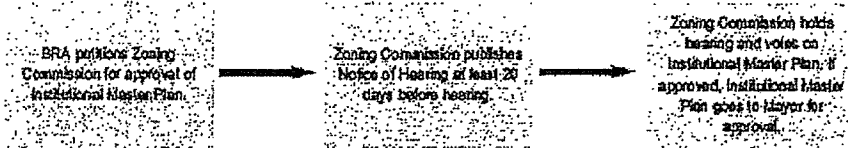


Step 2. Institutional Master Plan Adequacy Determination



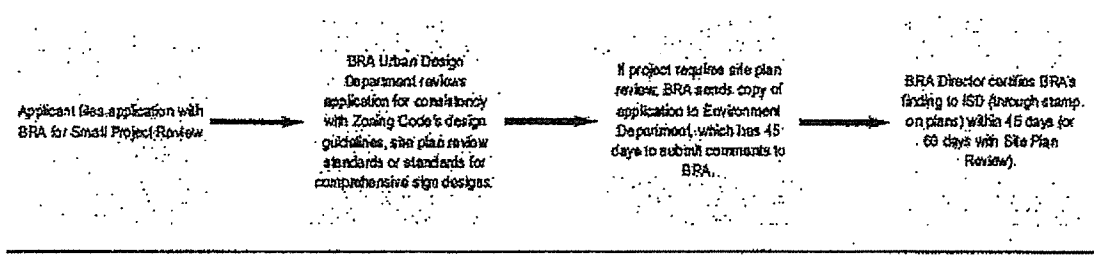
If the Adequacy Determination does not approve the Institutional Master Plan, the Institution may submit a revised Master Plan for review. The revised Master Plan involves the same review as the original Master Plan.

Step 3. Zoning Commission Approval



Regulations for Zoning Commission hearings and notices are not part of PDA review under Article 80 but appear in the Bobbio zoning enabling act (Chapter 665 of the Acts of 1956, included in the text of Volume 1 of the Zoning Code), which establishes the Zoning Commission.

The following flow chart illustrates the Small Project Review:



Appendix 3

Boston “Smart Model”
Two-Dimensional Mapping Standards

Version 0.1:

November 22, 2005



Boston
Redevelopment
Authority

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 - C. Layering of Proposed Development
Levels of Representation Layer Name Formatting Standard Layer Listing

1) Introduction

The purpose of this document is to serve as the specification for 2-dimensional mapping data of projects submitted to the Boston Redevelopment Authority (BRA). The guidelines are intended to ensure the successful capture and use of relevant information from different proposals to aid the maintenance of planimetric mapping files.

Questions and comments should be addressed to
Carolyn Bennett, Manager of Digital Cartography and GIS
Boston Redevelopment Authority
One City Hall Square
Boston, MA 02201-1007
Tel (617) 918-4432
Fax (617) 918-4461
Email: carolyn.bennett.bra@cityofboston.gov

2) Context Model

Boston Mapping Base

The BRA will provide a section of its mapping base to developers as soon as possible after the submission of a Project Notification Form. The source of the city's base is the Boston Water and Sewer Commission's 1995 flyover. The data were captured for 1:1200 mapping which means the spatial accuracy is better than 2.5 feet. The developers should use this context data to address the proposed building's relationship to the urban context. Developers are expected to submit their proposal according to the specifications described in this document, in the same coordinate system as the context model, and with ancillary information of adjacent streets and buildings that is gathered in the course of the design process.

Updating Context Model

The model supplied by the BRA will include the city's building footprints, street edges, back-of-sidewalks, and contour lines at two-foot intervals, and parcel outlines. The latter are supplied only as contextual information and should not be edited by the architect or developer. The project proponent need not upgrade the base model provided by the BRA with one exception. Where the existing base has errors within two blocks of the site, usually because a recently built building hasn't yet been added to the base, the developer should provide the BRA with the missing buildings or recent street reconfigurations to fill out the two-block area around the site. The exact context model area will be determined in the scoping session.

3) Map Layer Production

A. File Setup and Format

The BRA will provide a design template in the form of dwg, shp, and mid/mif files of the layers mentioned above. The developers can develop their plans in any application (GIS, CAD or 3D) but must adhere to the coordinate standard when designs are submitted.

Electronic File Format

All files that are created in CAD applications or 3D applications must eventually be submitted in dwg, shp, or mid/mif format.

Coordinate System and Units

All BRA-provided data will be supplied using the Massachusetts State Plane Coordinate System, with a 1983 North American datum. The units will be feet, and the designs must be submitted in the same projection, coordinate system, with feet as the units.

External Reference Files

The BRA will not accept the submission of any file that contains references to external source drawing files. All externally referenced data during the production phase should be inserted within a single, self-contained, file prior to the delivery to the BRA.

B. File Name and Submission

File Naming

Each layer submitted to the BRA should be saved as a separate file. The naming convention will be as follows: *firmname_parcelID_layer*, where

firmname represents the drawing author or firm

parcelID is the Assessing parcel ID [as indicated by the BRA at scoping session]

layer is the type of information depicted: either building, street edge, contours, or sidewalk

Context Model

Updated information on existing conditions should be submitted as separate files from the building proposal. The format can be in .dwg or .shp or .mid/.mif format. Files should follow the *firmname_parcelID_layer* convention and be inserted in a directory called *context_update*.

Proposed Site Model

The proposed building file should include only the simplified outer wall of the building at grade. Roofdecks over garages will therefore be indicated as part of the building if some part of the garage is at grade.

Please use the following name: *firmname_parcelID_building*.

C. Layering of Proposed Development

The BRA's data model is based on what was developed by the Boston Water and Sewer Commission with the exception of the parcels, which are from the City of Boston Assessing Department. The layers should have the following qualities and will be of two types: planimetric, or 2-dimensional, and massing, or 2½-dimensional.

Planimetric

street edges, sidewalks, and contours will be polylines

If roads and sidewalks are proposed to be realigned, *street edges* and *sidewalks* will contain that information. The contour lines should be attributed with their elevation, as are the files of the provided base map. The submission of ancillary layers, such as the site's furniture, groundwork, or landscaping is encouraged.

Massing

building will be polygons, or closed polylines

The volume of the different parts of the proposed buildings should be expressed by attaching the building height of each section of the building in stories and in feet above ground.

Blocks/Groups

There are no particular guidelines or limitations on the use of block definitions or grouping definitions. It is highly recommended that developers use block/groups to organize similar

geometries as long as they are placed within appropriate layers. Developers/architects are free to develop their naming standards within these layers. It is however recommended that objects be named using a logical naming system.

Shading and Textures

The shading of geometries in Representation Level 1 – 3 should be in solid colors as described above, clean of texture maps or procedural textures.

Appendix 4

A GUIDE FOR THE PREPARATION OF MATERIALS SAMPLES CONSTRUCTION DETAIL PANELS

As part of the Boston Redevelopment Authority's Design Review Procedures, all major building envelope, lobby, and site landscaping or paving materials must be submitted for approval, and a full-size Materials Sample Panel ('Mock-up Panel') is required. Construction Inspection stage approval is contingent on Authority review and approval of on-site materials panels that demonstrate the construction details of the project.

Materials panels shall demonstrate all exterior material selections, including variations in color, finish, and source.

Detailing of dimensional profiles of all exterior trim including: cornices, belting, contrasting, banding, soffit treatment, jambs, returns, copings, and all window walls including frames, subdivisions, and jamb, head, and sill details, shall be presented.

Brick and all facing material (granite, cast stone, marble, terra cotta, metal, glass, et al) sample panels shall include joint details, patterning out of the norm or as requested, and masonry (or other material) jamb, head, and sill details.

Where mortar or grouting is used, panels shall show intended tooling, finish and color. Specifications shall be furnished for any such material used in a preservation-related project.

Where adhesive or caulking agents are used, panels shall show intended tooling, finish, color, and spacing between contiguous materials, and manufacturer specifications shall be furnished.

In the case of windows, or replacement/rehabilitation/repair projects, or where the abutting context is deemed significant and is immediate, assemblies shall be presented in situ or against areas of the existing details/materials which they are intended to match or complement.

All such material panels shall be presented in an assembly large enough to assess the finished construction's façade color, texture, patterning, and joint details, in a manner representing actual designed combinations and proportions of fields. The ideal placement is on site, in the orientation of the primary façade. Mock-ups should ideally be seen under a number of conditions (sun and shade, wet and dry).

Appendix 5

PROTOCOL FOR QUANTITATIVE PEDESTRIAN LEVEL WIND IMPACT ANALYSIS

The wind impact analysis shall evaluate the following conditions:

1. No-Build - the existing condition of the site and environs to establish the baseline condition.
2. Future Preferred Build Condition - the proposed development as described in the Project Notification Form.
3. Alternative Build Condition(s) - any alternative development concept(s) to the Preferred Build Condition required to be studied.

The wind tunnel testing shall be conducted in accordance with the following guidelines and criteria:

- Data shall be presented for both the existing (no-build) and for the future build scenario(s) (see above).
- The analysis shall include the mean velocity exceeded 1% of the time and the effective gust velocity exceeded 1% of the time. The effective gust velocity shall be computed as the hourly average velocity plus 1.5 x root mean square variation about the average. An alternative velocity analysis (e.g., equivalent average) may be presented with the approval of the Authority.
- Wind direction shall include the sixteen compass points. Data shall include the percent or probability of occurrence from each direction on seasonal and annual bases.
- Results of the wind tunnel testing shall be presented in miles per hour (mph).
- Velocities shall be measured at a scale equivalent to an average height of 4.5-5 feet.
- The model scale shall be such that it matches the simulated earth's boundary and shall include all buildings within at least 1,600 feet of the project site. All buildings taller than 25 stories and within 2,400 feet of the project site should be placed at the appropriate location upstream of the project site during the test. The model shall include all buildings recently completed, under construction, and planned within 1,500-2,000 feet of the project site, including the proposed 500 Atlantic Avenue project. Prior to testing, the model shall be reviewed by the Authority. Photographs of the area model shall be included in the written report.

- The written report shall include an analysis which compares mean and effective gust velocities on annual and seasonal bases, for no-build and build conditions, and shall provide a descriptive analysis of the wind environment and impacts for each sensor point, including such items as the source of the winds, direction, seasonal variations, etc., as applicable. The report shall also include an analysis of the suitability of the locations for various activities (e.g., walking, sitting, standing, etc.) as appropriate, in accordance with recognized criteria (Melbourne comfort categories, or equivalent).
- The report also shall include a description of the testing methodology and the model, and a description of the procedure used to calculate the wind velocities (including data reduction and wind climate data). Detailed technical information and data may be included in a technical appendix but should be summarized in the main report.
- The pedestrian level wind impact analysis report shall include, at a minimum, the following maps and tables:
 - Maps indicating the location of the wind impact sensors, for the existing (no-build) condition and future build scenario(s).
 - Maps indicating mean and effective gust wind speeds at each sensor location, for the existing (no-build) condition and each future build scenario, on an annual basis and seasonally. Dangerous and unacceptable locations shall be highlighted.
 - Maps indicating the suitability of each sensor location for various pedestrian-related activities (comfort categories), for the existing (no-build) condition and each future build scenario, on an annual basis and seasonally. To facilitate comparison, comfort categories may be distinguished through color coding or other appropriate means. In any case, dangerous and unacceptable conditions shall be highlighted.
 - Tables indicating mean and effective gust wind speeds and the comfort category at each sensor location, for the existing (no build) condition and for each future build scenario, on an annual basis and seasonally.
 - Tables indicating the percentage of wind from each of the sixteen compass points at each sensor location, for the existing (no-build) condition and for each future build scenario, on an annual basis and seasonally.

Appendix 6

SUN ALTITUDE/AZIMUTH TABLE

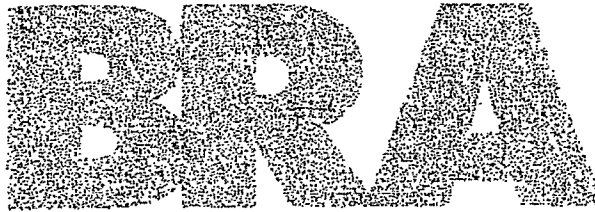
Boston, Massachusetts

Latitude: N42.36

Longitude: W71.06

	<u>Altitude</u>	<u>Azimuth</u>	<u>Time</u>
<u>21 March</u>			Standard
9:00 a.m.	33.0	125.7	
12:00 Noon	48.0	-176.9	
3:00 p.m.	30.5	-121.8	
<u>21 June</u> Savings			Daylight
9:00 a.m.	39.9	93.5	
12:00 Noon	68.8	149.4	
3:00 p.m.	56.5	-113.7	
6:00 p.m.	23.9	- 79.3	
<u>21 September</u>			Daylight Savings
9:00 a.m.	25.9	115.3	
12:00 Noon	47.4	166.0	
3:00 p.m.	37.4	-132.9	
6:00 p.m.	7.3	- 96.0	
<u>21 December</u>			Standard
9:00 a.m.	14.2	141.9	
12:00 Noon	24.1	-175.6	
3:00 p.m.	10.0	-135.1	

Source: Autocad/MassGIS



DEVELOPMENT REVIEW GUIDELINES

CITY OF BOSTON
Thomas M. Menino
Mayor

Mark Maloney
Director

Charles J. Ross
Chairman
Joseph H. Ho
Deputy Chairman
Richard Tapan
Deputy Chairman
Conrad S. Staszko
Treasurer
Christopher S. Smith
Member
Mary Collins
Executive Director/Secretary

**Boston
Redevelopment
Authority**



ONE CITY HALL SQUARE BOSTON MASSACHUSETTS 02201
2006

Exhibit C

Boston Employment and Career Assistance

BOSTON EMPLOYMENT AND CAREER ASSISTANCE
EXHIBIT C

Boston's One-Stop Career Centers provide a range of high-quality labor exchange services to employers and job-seekers alike. Individuals looking for employment are assessed, counseled and connected to education and training while employers are provided with qualified candidates for jobs ranging from entry-level to professional. Employers with openings should develop a relationship with at least one of the following career centers:

Boston Career Link

1010 Harrison Avenue, Roxbury, MA 02119

(617) 541-1400

Contact: Maddy Goode, MGoode@bostoncareerlink.org

Website: www.bostoncareerlink.org

Career Solution

75 Federal Street, Third Floor

Boston, MA 02110

Contact: Doreen Tracy, DTracy@careersolution.org

Website: www.careersolution.org

Satellite Offices: (Operated by the Mayor's Office of Jobs and Community Services)

Roxbury Center for Financial Empowerment

2201 Washington Street, Roxbury, MA 02119

(617) 989-9100

Contact: Alan Gentle, alan.gentle@boston.gov

Website: <https://ofa.boston.gov/>

South Boston Resource Center

489 East Broadway

Boston, MA 02127

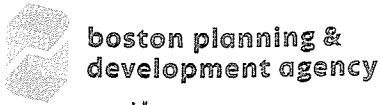
(617) 635-0771

Website: <https://ofa.boston.gov/>

Services include:

Employers: Job postings; candidate screening and referrals; recruitment session, job fairs, and other customized services

Job seekers: Career resource libraries with access to customized internet resources; assessment and career counseling; job search workshops; referrals to jobs training and educational opportunities; plus specialized services for veterans and other populations.



January 11, 2018

Michael Donovan
Vice President for Real Estate and Facilities Services
Boston University
One Silber Way
Boston, MA 02215

**Adequacy Determination
Second Institutional Master Plan Amendment to the Boston University Medical Center
Institutional Master Plan**

Dear Mr. Donovan:

Please be advised that on November 16, 2017, the Boston Redevelopment Authority ("BRA") d/b/a Boston Planning & Development Agency ("BPDA") Board voted its authorization for the Director to issue an Adequacy Determination Waiving Further Review pursuant to the Boston Zoning Code (the "Code") approving the Second Institutional Master Plan Amendment to the Boston University Medical Center Institutional Master Plan, dated November 8, 2017 ("Second IMP Amendment"). The Second IMP Amendment describes The Henry M. Goldman School of Dental Medicine ("GSDM") Project, which includes the substantial rehabilitation of approximately 53,100 gross floor area ("GFA") of the existing 84,200 GFA building and a new addition of approximately 41,900 GFA to the existing building (the "Proposed Project"). The Proposed Project will consist of seven (7) levels at a height of 94 feet above grade and continue to be used as an academic/clinical building.

In authorizing the issuance of an Adequacy Determination, the BRA found that: (a) the Second IMP Amendment complies with the Scoping Determination issued in connection with the Institutional Master Plan Notification Form; (b) the Second IMP Amendment conforms to the provisions of Article 80D of the Code; (c) the Second IMP Amendment conforms to the general plan for the City of Boston as a whole; and (d) on balance, nothing in the Second IMP Amendment will be injurious to the neighborhood or otherwise detrimental to the public welfare, weighing all the benefits and burdens.

Accordingly, pursuant to the October 12, 2017 vote by the BRA, I hereby issue this Adequacy Determination under Section 80D-5.4 (c) of the Code approving the Second Institutional Master Plan Amendment to the Boston University Medical Center Institutional Master Plan.

Sincerely,

A handwritten signature in black ink that reads 'Brian P. Golden'.

Brian Golden
Director