



CITY OF SOMERVILLE, MASSACHUSETTS
MAYOR'S OFFICE OF STRATEGIC PLANNING & COMMUNITY DEVELOPMENT
JOSEPH A. CURTATONE
MAYOR

GEORGE J. PROAKIS
EXECUTIVE DIRECTOR

November 12th, 2021

US RELP 600 Windsor Owner LLC
c/o Greg Karczewski
31 Union Square
Somerville, MA 02143

Dear Mr. Karczewski,

This letter is the Final Decision of the Director of Mobility for the Mobility Management Plan ('MMP') submitted by US RELP 600 Windsor Owner LLC, (the 'Applicant') for 600 Windsor Place (the 'Project') as required by §11.4 Mobility Management of the Somerville Zoning Ordinance. The decision is an **Approval with Conditions**. This letter details the conditions necessary for the successful implementation of your plan.

Background & Applicability

The Applicant proposes to demolish an existing building and surface parking lot that is primarily providing for taxicab services and construct a 380,000 gross square-foot (gsf) commercial building located on a lot bounded by Windsor Place to the south, MBTA tracks to the north, the US2 D3.2 site to the west, and a parking lot managed by Riverside Properties to the east. The Project is located at the northwest corner of the Boynton Yards (BY) overlay district sub-area in the High-Rise (HR) zoning district.

The Project is located in the Boynton Yards (BY) overlay district sub-area in the High-Rise (HR) zoning district. The BY sub-area is subject to a 1,500 space off-street parking maximum that may only be exceeded by Special Permit. The BY sub-area is also subject to a commercial floor area minimums that require at least 75% of floor space to be dedicated to non-residential uses and at least 10% of the total commercial floor area to be dedicated to Arts & Creative Enterprise uses.

Based on the 10/28/2021 Program Update provided by project team, the proposed commercial building will consist of approximately 162,800 square feet (sf) of office space, (inclusive of 38,000 sf of arts and creative use), 187,200 sf of research and development laboratory space, a 19,000 sf community center, and 11,000 sf of ground floor retail space. Below-grade structured parking with up to 200 spaces is proposed with access from a private alley on the east side of the site. Bicycle parking is proposed, including at least 103 covered/secured long-term bicycle parking spaces indoors and at least 28 short-term bicycle parking spaces outdoors near entry points.



The proposed building will meet the fifty thousand (50,000) square feet commercial space threshold to trigger MMP requirements of the property owner. Due to the size of the building, one or more future tenants may trigger the requirements of individual employers with more than 50 employees. **The property owner shall require qualifying future tenants to provide required mobility management programs and services through lease agreements.**

Due to the smaller size of the ground floor retail/restaurant spaces, the future tenants of those spaces may not meet the fifty (50) employee threshold to trigger individual MMP requirements – making the property owner primarily responsible for implementation of the required mobility management programs and services. Annual reporting will be necessary to verify the cumulative employee count each year and implementation of programs & services required of the property owner and/or retail/restaurant tenants should this threshold be exceeded.

Plan Commitments

Programs and Services Required by SZO

The Applicant has made the following commitments in relation to the mode share requirements for all mobility management plans:

- To control the percentage of trips made by automobile at fifty percent (50%) or less and to implement additional mobility management programs and services if annual monitoring and reporting identifies a shortfall in meeting this goal.

The Applicant has made the following commitments in relation to the programs and services required for buildings with fifty thousand (50,000) square feet or more of commercial space and for multi-tenant buildings where the tenants, in combination, have fifty (50) or more employees:

- To provide an on-site transportation coordinator and to identify the work space location or office and contact information for the on-site transportation coordinator prior to occupancy of the building.
- To post and distribute mobility management information, including information pertaining to pedestrian, cycling and transit access to the Project Site.
- To host an annual mobility management education meeting for tenants and their employees.
- To un-bundle the rental or lease of parking spaces from the rental or lease of floor space.
- To offer preferential carpool and vanpool parking within the parking garage and spaces near office building entrances within the parking garage as a convenience to commuters and to promote ride-sharing.

The Applicant has committed to require in all commercial lease agreements for all future tenants:

- To provide their employees with Qualified Transportation Fringe benefits per current U.S. Internal Revenue Code.
- To become a participating MassRIDES employer partner worksite that is registered for the MassRIDES Emergency Ride Home (ERH) program or to provide a similar guaranteed ride home service.

The Applicant has committed to require in all commercial lease agreements for all future tenants with 50 or more employees:

- To submit their own Mobility Management Plan and provide for their employees all programs and services required by the Somerville Zoning Ordinance of employers with 50 or more employees.

The Applicant must make the following commitments in relation to the programs and services required for property owners of commercial parking facilities:

- To offer preferential carpool and vanpool parking within the parking garage and spaces near office building entrances within the parking garage as a convenience to commuters and to promote ride-sharing.
- To post mobility management information, including information pertaining to pedestrian, cycling and transit access to the Project Site.

Mobility Division Comments & Approval Conditions

The Applicant details a number of additional programs and services that may or may not be offered by the Applicant or by future tenants. While we commend the Applicant for detailing programs and services that could potentially reduce vehicle travel to the site, these measures cannot be evaluated as constructive elements of the Mobility Management plan without firm and specific commitments by the Applicant to implement them or require them of future tenants.

The Somerville Zoning Ordinance limits the number of off-street vehicle parking spaces in the Boynton Yards sub-area to a maximum of 1,500 spaces, which may only be exceeded by Special Permit. While the parking maximum has not yet been reached, it was expected that the addition of this Project as originally proposed, with 350 parking spaces, would exceed the space limit. While the Mobility Division is studying the parking demand and supply in Boynton Yards to determine if – and under what circumstances – it would be appropriate to recommend a special permit to allow a future development to exceed the parking maximum for the district, at this time, the Mobility Division cannot support a proposal that would exceed the parking maximum.

The Mobility Division appreciates the project team's willingness to reduce the overall parking program, which now will not exceed 200 parking spaces, to limit the negative impacts of increased vehicle travel and to avoid incentivizing driving over sustainable transportation options.

- **CONDITION #1:** *The number of off-street parking spaces in the Project may not exceed 0.6 parking spaces per 1000 sf, up to a maximum of 200 parking spaces. This parking space limit shall be inclusive of all off-street parking spaces that serve the Project.*

The Somerville Zoning Ordinance requires that the Project parking garage, located in the High-Rise (HR) zoning district, be operated as Commercial Parking Facility, meaning that these parking resources will not be exclusive to building tenants and their employees and will be open to the public. The Mobility Division cannot support accessory parking on this site and is committed to ensuring that new parking creation in the Boynton Yards district is a shared resource available to the public, inclusive of tenant employees. In addition, parking spaces must be priced at local market rates and will be unbundled both for tenants and tenant employees. Finally, strong Transportation Demand Management (TDM) measures, transit amenities and connections, and additional supportive infrastructure to encourage the use of non-vehicle transportation modes are integral components of Mobility Management planning for this site.

- **CONDITION #2:** *The Applicant (or their designated parking facility operator) will operate the parking garage as a Commercial Parking Facility use and will offer, at minimum, hourly, daily (weekday and weekend), overnight, and monthly parking rental options at local market rates to general public, inclusive of tenant employees, 24 hours per day, 7 days per week, and 365 days per year. Tenant employees must pay market rate directly for parking and must be made aware of different parking pass options at the point of sale and through the distribution of mobility management information. Tenants may not lease parking spaces or passes on behalf of their employees. The property owner must provide either a copy of executed lease agreements or an affidavit signed by the property owner and tenant(s) verifying that this language was included and agreed to in the lease or other agreement.*
- **CONDITION #3:** *The Applicant (or their designated parking facility operator) must manage the Commercial Parking Facility so that the various required parking pass options remain generally available to the public, inclusive of tenant employees. Any reserved parking spaces are subject to a 200% market rate price premium as well as the overall reserved space limits set forth in Condition #6. Applicant will submit details on all parking rates offered in the commercial parking facility as well as detailed historical parking occupancy and passholder sales data with annual reporting so that the utilization of the garage may be evaluated.*
- **CONDITION #4:** *In any lease agreement with all future tenants of any number of employees, the Applicant shall require the tenant to unbundle, and charge the market rate for, any employee parking spaces by charging their employees the full market rate of such spaces. Standard lease agreement language for unbundled and market rate parking must be approved by the Director prior to the issuance of any Certificate of Occupancy. To verify ongoing conformance, the property owner must provide either a copy of executed lease agreements or an affidavit signed by the property owner and tenant(s) verifying that this language was included and agreed to in the lease or other agreement.*
- **CONDITION #5:** *Posted and distributed mobility management information must be reviewed and approved by the Director of Mobility prior to the issuance of any Certificate of Occupancy for the building.*
- **CONDITION #6:** *On-site real time transit information is required, consisting of two (2) connected TransitScreen displays (or equivalent service). One (1) shall be located inside the building lobby near the pedestrian entrance located on Windsor Pl. One (1) screen shall face the exterior of the building so that it is visible to pedestrians in the plaza in front of the building, or in a different, public-facing location reviewed and approved by the Director. The exterior facing screen may be incorporated directly into the building façade at the Applicant's discretion. Details on the locations of all real time transit information screens will be submitted to the Director for approval prior to the issuance of a building permit for the site.*
- **CONDITION #7:** *The number of reserved vehicle parking spaces in the Project garage is restricted to no more than 7.5% of the total vehicle parking spaces, rounded to the nearest whole number.*
- **CONDITION #8:** *At least two (2) vehicle parking spaces must be made available in the Project parking garage for car share vehicles at no cost to a car share service provider. Spaces may be brought online at the discretion of the car share service provider. Notification of available*

spaces to car share service providers must be documented prior to the issuance of any Certificate of Occupancy and in annual reporting.

- **CONDITION #9:** *At least 5% of vehicle parking spaces in the Project garage, rounded to the nearest whole number must be signed, designated, and reserved for carpools and/or vanpools before 10:00am on weekdays and be located in preferential locations close to building entrances. Additional spaces must be provided as demand warrants.*
- **CONDITION #10:** *The Applicant will sponsor, and identify an off-street location for, a city owned 19-dock BlueBikes bike share station to be located either on the Applicant's property or a city approved location on a public sidewalk adjacent to the site. Location must be approved prior to the issuance of any building permit for the site and identified on building plans. Station must be installed and operational prior to issuance of any Certificate of Occupancy for the site.*
- **CONDITION #11:** *A least one (1) bicycle repair facility must be provided for tenant employees in a convenient location such as the bike storage room and must be maintained in a state of good repair. Locker rooms with shower facilities must be provided for tenant employees and can be provided in a single space for all building users, in spaces for each tenant, or in multiple spaces shared amongst tenants. Locker room and shower capacity must meet expected employee demand.*
- **CONDITION #12:** *At least 15% of the garage vehicle parking spaces, rounded to the nearest whole number must be equipped with Level 2 Chargers when the garage opens for occupancy. The remaining 85% of the garage vehicle parking spaces must be EV Ready spaces. EV Ready spaces must be equipped with Level 2 chargers (or then current technology) as demand warrants. Documentation of EV readiness must be submitted to the Mobility Division prior to the issuance of any building permit for the site, including identification of future conduit paths to each parking space, future charging station locations, adequate space in the electrical panel, and adequate transformer capacity and/or space for additional transformer capacity to accommodate future installations.*
- **CONDITION #13:** *In any lease agreement with all future tenants of any number of employees, the Applicant shall require tenant(s) to subsidize MBTA transit passes for employees by at least 90% of the pass cost, up to the federal maximum Qualified Transportation Fringe benefits per current U.S. Internal Revenue Code (\$270 per month in 2021), subject to annual increases. Standard lease agreement language for subsidized MBTA transit passes must be approved by the Director prior to their execution in lease agreements. To verify ongoing conformance, the property owner or property manager must provide either a copy of executed lease agreements or an affidavit signed by the property owner and tenant(s) verifying that this language was included and agreed to in the lease or other agreement. Applicant may choose to provide these subsidies themselves directly to site employees and must provide these subsidies directly for employees of any tenant that does not comply with this condition.*
- **CONDITION #14:** *In any lease agreement with all future tenants of any number of employees, the Applicant shall require tenant(s) to enroll in the BlueBikes Bike Share Corporate Partner Program (or equivalent) and subsidize annual BlueBikes memberships for employees at the Gold subsidy level or higher (100% subsidy), subject to rate increases.*

Standard lease agreement language for subsidized BlueBikes annual passes must be approved by the Director prior to their execution in lease agreements. To verify ongoing conformance, the property owner or property manager must provide either a copy of executed lease agreements or an affidavit signed by the property owner and tenant(s) verifying that this language was included and agreed to in the lease or other agreement. Applicant may choose to provide these subsidies themselves directly to site employees and must provide these subsidies directly for employees of any tenant that does not comply with this condition.

- **CONDITION #15:** *The property owner must have a signed contractual agreement become a dues paying member of any Transportation Management Agency (TMA) established to serve the Boynton Yards neighborhood. Proof of membership must be submitted to the Director prior to the issuance of the any Certificate of Occupancy for the site or within six months of the start of TMA operations, whichever occurs later.*
- **CONDITION#16:** *For the purpose of reducing daily peak-hour vehicle trips, the Applicant shall, to the extent practicable, work with leasees, the City of Somerville's Economic Development Division, and the community to develop strategies to advertise employment opportunities and seek qualified candidates that live within Somerville. The Applicant shall provide annual reports of data on the compliance with this condition, including but not limited to employee's daily trip place of origin data (i.e. home city/town), and other relevant information as required by the Director of Mobility.*
- **CONDITION #17:** *In addition to the mode share commitment of 50% or less trips made by automobile, the Applicant shall control the percentage of trips made by automobile at 37.5% or less by 2030 and at 25% or less by 2040 in order to meet the city's SomerVision 2040 goals. The Applicant will implement additional mobility management programs and services if annual monitoring and reporting identifies a shortfall in meeting this goal.*

Monitoring and Reporting

The property owner has committed to Annual Reporting to track, assess, and report on the implementation of the Mobility Management program as required by the Director's submittal requirements, which include:

- Annual travel surveys of employees of participating non-residential tenants.
- Annual reporting of parking utilization and operations for any Commercial Service Vehicular Parking facility
- Biennial (every other year) counts of automobile trips entering & exiting any parking facilities.
- Status update of Mobility Management program & service implementation.

All monitoring must be conducted at the same time each year, as determined by the Certificate of Occupancy for each building. If the Certificate of Occupancy for a building is issued between September 1 and February 29, the monitoring shall take place during the months of September or October and be reported to the Mobility Division no later than November 30. If the Certificate of Occupancy for a building is issued between March 1 and August 31, monitoring shall take place during the months of April or May and be reported to the Mobility Division no later than June 30. This will ensure that the monitoring captures a realistic assessment of the performance of the project, while giving time to compile the results and report them to the City.

It is important to note that while approved Mobility Management Plans are transferable by and among private parties, this transfer is contingent upon the new owner agreeing to continue to operate in accordance with the previously approved Mobility Management plan, as conditioned. Should the property owner elect to transfer some portion or all of the development subject to this Mobility Management Plan, commitment to the previously approved Mobility Management Plan is required by the new property owner.

I look forward to working with you in the future as you implement this plan. If you have any questions, please feel free to contact me at (617) 625-6600 or brawson@somervillema.gov.

Sincerely,



Brad Rawson
Director of Mobility
Mayor's Office of Strategic Planning & Community Development
City of Somerville, Massachusetts

I certify that I have read and agree to implement the Mobility Management Plan in the form approved by the Director of Mobility. I understand that failure to implement the approved plan may result in enforcement actions taken by the City of Somerville.

Agreed and accepted,

Greg Karczewski, on behalf of US RELP 600 Windsor Owner LLC