



Town Gown Report 2004

**Presented to
The City of Cambridge**

December 17, 2004

Table of Contents

2004 Town Gown Report

Maps

Real Estate Owned in the City of Cambridge

(See South (Oxford) Campus and Porter Campus Opportunity Areas and Predominant Use Maps)

Map of Real Estate Leased

(See Porter Campus Predominant Use Map)

Map of Development Projects

(See Planned Projects Through 2008)

Map of Sub Areas / Precincts

(See Opportunity Area Maps)

Attachments

List of Taxable / Non Taxable Properties

Lease Report – City of Cambridge Properties

Lesley Parking and Transportation Demand Management Plan

2004 Annual Town Gown Report

Institution Name: Lesley University

Report for Time Period: School Year 2004-2005

Date Submitted: 12/17/04

I. EXISTING CONDITIONS

Please provide the following information about the current conditions and population at your Cambridge campus. Add clarifying comments as needed.

A. FACULTY & STAFF

<i>Cambridge-based Staff</i>	2002	2003	2004	2014 (projected)
Head Count:	<u>414</u>	<u>418</u>	<u>426</u>	<u>500</u>
FTEs ¹ (if available):	<u>395.6</u>	<u>397</u>	<u>403</u>	<u>460</u>
<i>Cambridge-based Faculty</i>				
Head Count:	<u>149</u>	<u>148</u>	<u>141</u>	<u>180</u>
FTEs ¹ (if available):	<u>131.9</u>	<u>135</u>	<u>130</u>	<u>175</u>
Number of Cambridge Residents Employed at Cambridge Facilities:	<u>85</u>	<u>81</u>	<u>91</u>	<u>100</u>

¹ "FTE" refers to Full Time Equivalent employees, which treats part-time workers as a fraction of a full time position based on the number of hours worked per week.

B. STUDENT BODY² 2002 2003 2004 2014 (projected)

Please provide the following statistics about your Cambridge-based student body:

Total Undergraduate Students:	<u>1431</u>	<u>1012</u>	<u>1416</u>	<u>1650 (6)</u>
Day:	_____	<u>519</u>	<u>1180 (1)</u>	
Evening:	_____	<u>493</u>	<u>236 (3)</u>	
Full Time	<u>958</u>	<u>563</u>	<u>1099 (1)</u>	
Part Time:	<u>473</u>	<u>449</u>	<u>317</u>	
Total Graduate Students:	<u>1485</u>	<u>1505</u>	<u>2298 (5)</u>	<u>2500</u>
Day:	_____	<u>0</u>	<u>0</u>	
Evening:	_____	<u>1505</u>	<u>2298</u>	
Full Time	<u>288</u>	<u>226</u>	<u>640 (2)</u>	
Part Time:	<u>1197</u>	<u>1279</u>	<u>1628</u>	
Non-Degree Students:	<u>860</u>	<u>975</u>	<u>976</u>	<u>1000</u>
Day:	_____	<u>975</u>	<u>577 (7)</u>	
Evening:	_____	<u>0</u>	<u>399 (4)</u>	
Total Students Attending Classes in Cambridge (inclusive of all categories below)	<u>3776</u>	<u>3492</u>	<u>4690</u>	<u>5150</u>

(1) This number includes Lesley College, the Art Institute of Boston and the Adult Baccalaureate College. Included is a total of 518 students from the Art Institute of Boston (48 of which are part time but all day students), who collectively take only a small portion of their study load at the Cambridge Campus.

(2) The threshold for full time students was lowered in 2004 from 12 credits to 9 credits for graduate students, resulting in a shift of students to Full Time status.

(3) Reduced enrollment in Part-Time and Evening are due to the phasing out of the School of Management and reduced enrollment at the Adult Baccalaureate College.

(4) Included in undergraduate part time in 2003. This number is continuing education, non-degree.

(5) Includes Summer School Students and any student taking a graduate class regardless of whether they have been accepted onto a degree program.

² Include all non-degree students enrolled in day or evening classes, such as persons taking Harvard Extension classes.

(6) Includes 1400 traditional aged undergraduate student plus 250 adults.

(7) Includes 520 students in Centers and Institutes intensive courses (5 day model).

C. STUDENT RESIDENCES	2002	2003	2004	2014 (projected)
<i>Number of Undergraduate Students residing in Cambridge:</i>				
In dormitories:	<u>445</u>	<u>450</u>	<u>545</u>	<u>940</u>
Number with cars garaged in Cambridge:	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In off campus affiliate housing ³ :	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In off campus non-affiliate housing:	<u>68</u>	<u>64</u>	<u>47</u>	<u>70</u>
<i>Number of Graduate Students residing in Cambridge:</i>				
In dormitories:	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Number with cars garaged in Cambridge:	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In off campus affiliate housing ⁴ :	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In off campus non-affiliate housing:	<u>137</u>	<u>178</u>	<u>211</u>	<u>263</u>

³ For the purpose of this report, affiliate housing is defined as other housing owned by the institution that is available only to members of the academic community. *Affiliate housing does not include either dormitories or housing available for rent to persons who are not affiliated with the institution.*

⁴ For the purpose of this report, affiliate housing is defined as other housing owned by the institution that is available only to members of the academic community. *Affiliate housing does not include either dormitories or housing available for rent to persons who are not affiliated with the institution.*

D. FACILITIES & LAND OWNED

The following facilities and land information should be provided for the campus as a whole as well as for sub-areas/precincts of the campus. For example:

▪ *Lesley University for the Main Campus and Porter Square Campus*

Acres:	2002	2003	2004	2014 (projected)
Tax Exempt	<u>N/A</u>	<u>N/A</u>	<u>7.59</u>	<u>7.97</u>
Taxable	<u>N/A</u>	<u>N/A</u>	<u>3.94</u>	<u>3.94</u>
Number of Buildings:	<u>32</u>	<u>32</u>	<u>32</u>	<u>36 (2)</u>
Dormitories:				
Number of Buildings:	<u>12</u>	<u>12</u>	<u>12</u>	<u>15 (3)</u>
Number of Beds:	<u>462</u>	<u>462</u>	<u>548</u>	<u>940</u>

Note: Number of Beds above for 2004 includes 86 beds shifted from Boston to Cambridge at Lawrence Hall on the Episcopal Divinity School Campus, which is a “leased facility”.

Size of Buildings (gross floor area):	<u>619,847</u>	<u>619,847</u>	<u>582,047</u>	<u>821,004</u>
Institutional/Academic	<u>427,007</u>	<u>427,007</u>	<u>276,593</u>	<u>336,593 (5)</u>
Student Activities/Athletic	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Dormitory/Nontaxable Residential	<u>0</u>	<u>0</u>	<u>110,414</u>	<u>273,573 (4)</u>
Commercial	<u>156,784</u>	<u>156,784</u>	<u>157,984</u>	<u>173,782 (1)</u>
Taxable Residential	<u>36,056</u>	<u>36,056</u>	<u>37,056</u>	<u>37,056</u>

Note: Previous year’s Institutional / Academic square footages have shown a non-Cambridge building, the Art Institute of Boston (40,000 sq. ft.), in the square footage.

(1) 10% increase.

(2) 3 potential dorms and a potential building on the Cambridge portion of the Porter Air Rights

(3) 3 Potential dorms

(4) Separate Study

(5) Includes square footage of potential building on the Cambridge portion of the Porter Air Rights

This section refers to parking spaces maintained in Cambridge only. Provide figures for the Campus as a whole and for each sub-area/precinct. Attach additional information as necessary.

Parking Facilities	Campus	Sub-Area 1	Sub-Area 2
Sub-Area Name		<u>Oxford</u>	<u>Porter</u>
Number of parking spaces maintained for students (include resident and commuter parking):	<u>23</u>	<u>23</u>	<u>0</u>
Number of parking spaces maintained for faculty, staff and visitors:	<u>295</u>	<u>239</u>	<u>56 *</u>

*** Does not include parking for mall commercial or tenants**

Note: Please see the attached Parking and Transportation Demand Management Plan, which is now being reviewed by the City Of Cambridge Traffic, Parking and Transportation Dept.

Housing (Do not include any information about dormitories in this table.)

2002	Tax Exempt - Affiliate Housing ⁴	Taxable - Affiliate Housing ⁴	Tax Exempt - Other Housing	Taxable - Other Housing
Number of Units:	2	0	0	40
Number of Buildings:	2	0	0	7

2003	Tax Exempt - Affiliate Housing ⁴	Taxable - Affiliate Housing ⁴	Tax Exempt - Other Housing	Taxable - Other Housing
Number of Units:	2	0	0	40
Number of Buildings:	2	0	0	7

2004	Tax Exempt - Affiliate Housing ⁴	Taxable - Affiliate Housing ⁴	Tax Exempt - Other Housing	Taxable - Other Housing
Number of Units:	2	0	0	40
Number of Buildings:	2	0	0	7

2014 Projected	Tax Exempt - Affiliate Housing ⁴	Taxable - Affiliate Housing ⁴	Tax Exempt - Other Housing	Taxable - Other Housing
Number of Units:	2	0	0	40
Number of Buildings:	2	0	0	7

Property Transfers:

Please list Cambridge properties purchased since filing your previous Town Gown Report:

None

Please list Cambridge properties sold since filing your previous Town Gown Report:

None

Please describe any planned dispositions or acquisitions:

1680 Massachusetts Avenue – this is an income property. We are exploring multiple options. Lesley University may sell the property this coming year.

E. REAL ESTATE LEASED

Please attach to the report a table listing of all real estate leased by your educational institution within the City of Cambridge. Include the following for each lease:

- street address
- approximate area of property leased (e. g., 20,000 SF, two floors, entire building, etc.)
- use (e. g., institutional/academic, student activities/athletic, housing, etc.)

If your institution does not lease any real estate within the City of Cambridge, you may omit this section.

Please see the attached Leased Properties Report.

F. PAYMENTS TO CITY OF CAMBRIDGE:⁵

	FY 01	FY 02	FY 03	FY 04
Real Estate Taxes Paid:	<u>\$385,086.54</u>	<u>\$488,146.51</u>	<u>\$494,264.24</u>	<u>\$528,067.77</u>
Payment in Lieu of Taxes (PILOT):	<u>\$ N/A</u>	<u>\$ N/A</u>	<u>\$ N/A</u>	<u>\$ N/A</u>
Water & Sewer Fees Paid:	<u>\$193,438.10</u>	<u>\$223,661.52</u>	<u>\$254,945.80</u>	<u>\$235,471.06</u>
Other Fees & Permits Paid:	<u>\$7,577.80</u>	<u>\$16,089.80</u>	<u>\$15,372.20</u>	<u>\$20,038.60</u>

Note: The 2003 Town Gown Report shows the Real Estate Taxes paid as \$541,220.75, for a difference of \$53,074.24. Reviewing the general ledger tax records for 2003, the above number is the correct number. Some of the other numbers above show slight differences from those presented in 2003. Our records show the above to be correct and what was actually paid.

⁵ Fiscal Years for the City of Cambridge begin on July 1 and end on June 30 of the following year. For example, FY 02 for the City of Cambridge includes the period from July 1, 2001 through June 30, 2002.

II. FUTURE PLANS NARRATIVE

On page 12 of the 1991 Report of the Mayor's Committee on University-Community Relationships, the members of the Town-Gown Committee agreed that "Universities should offer statements of their future needs to the city and plans responding to those needs. These plans should include specific statements about known development projects and their status; forecasts of faculty, staff or student population growth; and identified needs that do yet have solutions . . . These plans should address known concerns of the community, such as parking and/or tax base erosion."

Describe your institution's current and future physical plans:

- Employ a planning horizon of ten years;

Lesley University, for the past year and one half has been developing a comprehensive long term Campus Plan that will support the University's vision and goals. The planning horizon for the Campus Plan is phased: Phase 1- FY 2005-2007, Phase 2 – FY 2008-2009, Phase 3 – FY 2010-2014 and Phase 4 – FY 2015 and beyond.

- How do you see your campus evolving to address your institution's strategic goals and objectives;

"Preparing for Lesley's Second Century" is a vision document that sets forth seven themes of excellence and associated goals to be pursued by the University as it nears its centennial anniversary. The broad themes promoted in this vision document are the following:

1. **Ensure that Lesley's mission and values permeate our programs and shape our community: educating, engaging, and empowering our students to work to create a more just and humane world.**
2. **Elevate Lesley University's standing and visibility as a national teaching and learning university.**
3. **Enhance Lesley's position as the quality leader in teacher education nationally.**
4. **Enhance existing and develop new areas of academic distinction.**
5. **Create a distinctive undergraduate experience that combines the best of Lesley's academic traditions, curricular strengths, and entrepreneurial approaches.**
6. **Provide the facilities, resources, and environment needed to support excellence.**
7. **Support, sustain, and enhance faculty/staff excellence and diversity.**

The Centennial Campus Plan will focus on improved and increased academic and student life, and athletics to support our goals.

- Describe the goals and needs that you address through your plans

In support of the themes that are framed in the University Vision, several broad goals have emerged that have been guiding the development of the Centennial Campus Plan:

1. **Enhanced academic programs**
2. **Lesley will remain Cambridge based**

3. The residential colleges will be co-located in Cambridge
4. There will be a high quality of student life
5. There will be an exciting campus environment
6. The urban character of the school and neighborhood will be leveraged

Additionally, the Undergraduate Program will undergo a transformation:

1. the University will be Co-educational
2. Academic programs will be changed and enhanced
3. Enrollment growth over the next 10 years will be an increase to a maximum of 1400 students
4. On campus housing will be increased by an additional 400 beds over the next several years
5. Facilities for athletics will be provided through a long term lease with another institution

The Centennial Campus Plan to support the growth and change of the University will be flexible and will have a phased implementation.

- Identify and describe plans for future development of the sub-areas/precincts of your campus, being certain to address the institution specific information requests and questions found in Section VI (coordinate with Map 4 in Section IV);

Planning Background

Lesley has been located in Cambridge since its founding in 1909. The university's campus planning anticipates that Lesley's primary campus will continue to be in Cambridge. Lesley University provides undergraduate and graduate degree programs through five schools, as well as continuing education programs for non-matriculated students (i.e., Lesley Seminars). Three of the five schools provide programs for to adult students who predominantly take courses on a part-time basis: the School of Education, the Graduate School of Arts and Social Sciences, and the Adult Baccalaureate College who predominately take courses in the evenings. The two remaining schools -- Lesley College and the Art Institute of Boston (AIB) -- primarily serve traditional age undergraduate students, many of whom reside in university-provided housing.

In addition to its campus-based degree programs in Cambridge and Boston, Lesley serves more than 7,000 adult students who take their classes at more than 200 off-campus sites located in 20 states. Lesley forecasts significant growth in these off-campus degree programs. However, that growth is expected to result in minimal increases in on-campus personnel and new space requirements in Cambridge.

Planning assumptions for Lesley's two residential schools -- Lesley College and AIB -- are largely tied to the just completed study of the future of the undergraduate programs. In the planning document, three issues that were addressed that could have implications for campus planning are the decision to convert Lesley College to become

co-educational (as Lesley's other four schools currently are), increasing Lesley University's traditional aged undergraduate population from the current 1000 to 1400 and the decision to co-locate AIB to the Porter Campus in Cambridge.

The Centennial Campus Plan

The Centennial Campus Plan envisions Lesley University developing two living and learning precincts. The southern precinct, the historic nexus of Lesley's campus in the Agassiz Neighborhood (Oxford Campus), would be devoted essentially, but not exclusively to the traditional undergraduate program. The northern precinct, centered on the porter square property in the Porter Square Neighborhood (Porter Campus), would feature the arts; again essentially, not exclusively. The two precincts would be linked by Massachusetts Avenue and Oxford Street, which are streets rich and vibrant with a mix of residential, commercial and institutional uses. The distance between the two precincts is a ten minute walk.

Currently, all residential for the University is on the Oxford Campus and in a leased dormitory, Lawrence Hall, on the campus of the Episcopal Divinity School on Brattle Street (Brattle Campus). The current Plan allows for flexibility in location of residential dormitories in support of the planned growth of the University residential community.

Campus Planning Process Overview

The process for developing the current Centennial Campus Plan, which has been ongoing for the past year and one half, has includes the participation of faculty and staff on campus. Students will be included in the January Lesley Community open forums. A Campus Plan Committee, composed of representatives from each major constituency, has been formed to review, debate and make recommendations on the Plan. A world renowned campus planning consultant, Dober, Lidsky, Craig and Associates, has been retained to provide direction in the development of the Plan and conduct research and analysis to determine the existing conditions, financial impacts, growth dynamics, needs and future desires of the University Community. A series of alternatives will be tested with a final set of recommendations to be put forth to the Campus Planning Committee, University Senior Management and the Board of Trustees for discussion. The Plan will be structured in a phased approach over the next 5, 10 and 15 year periods to be appropriate to the University's growth, needs and financial capability.

Over the past year, activities have included individual meetings with University Leadership, open forums with the Lesley Community (faculty, staff and students), presentations to the Cambridge Neighborhood Groups and the City of Cambridge to lay out basic direction of the planning process and gather feedback on the plan. The Committee is incorporating the response of the community into the final Centennial Campus Plan document, which will also include detailed budgets, timelines and drawings illustrating all potential developments.

The President, Senior Management and the Board of Trustees will review the final Centennial Campus Plan document. Together, they will decide which recommendations to accept and authorize the initiation and financing of the selected Campus Plan initiatives. Approvals and variances required from the City of Cambridge for the individual development projects will then be pursued in a public process on a timeline to be put forth in the final Campus Plan document. The formal document is currently scheduled to be presented to the University Board of Trustees at the March, 2005 Trustee Meeting.

A major activity for the month of January is to present the Centennial Campus Plan key elements to the Lesley Community, the Agassiz Neighborhood Council, Porter Square Neighbors Association and the City of Cambridge for review and feedback, prior to finalizing the plan for presentation to the University Trustees. Lesley is committed to open communication with our own community, the neighborhood communities and the City and we intend to continue to be a constructive force within the communities in which we operate.

- Identify future development sites on your campus (coordinate with Map 4 in Section IV).

Porter Campus

Relocation of AIB

The Art Institute of Boston became part of Lesley University in 1998. All of AIB's academic and administrative functions are housed in approximately 56,680 net useable square feet in two buildings in Boston's Kenmore Square. Lesley owns the main AIB building and leases a second building. For academic and operational reasons, the decision was made some time ago to relocate AIB to Cambridge, to be in closer proximity to the rest of Lesley.

Most of Lesley's initial planning has focused on relocating AIB to the Porter Square area, as stated above, which envisions an arts centered precinct. AIB would be housed within a combination of existing and newly created facilities in and around Porter Square. Potential sites for AIB classrooms, studios and/or residence halls include:

- The second and third floor of the Porter Exchange building (55,000 gross sq. ft. to be vacated by the Smithsonian Astrophysics Observatory, December, 2005)
- 815 Somerville Avenue (20,000 gross sq. ft.) that is partially tenant occupied until April, 2006
- The Lesley-owned lots on Massachusetts Avenue opposite Porter exchange
- The parking lot behind Porter Exchange;
- The MBTA air rights parcel behind Porter Exchange (see below).

In this scenario, AIB would become the anchor of a cluster of art-related programs and activities, to also include other Lesley arts programs (Creative Arts in Learning Master's Program, Expressive Therapies Master's and Ph.D. Programs, Art Education

Master's and Teacher Licensure Program, Lesley Seminars, etc.). Key elements of an AIB focused Porter Campus would be at least one public exhibition gallery, art related retail, and other retail-oriented programs that would benefit the community at large. Lesley is confident that such an arts-oriented use of its Porter properties could attract additional arts-oriented businesses and organizations to the Porter Square neighborhood. The current schedule for relocation of AIB to Porter is still under discussion.

Science Labs

Over the past year Lesley has completed a review of its undergraduate science program, including the location of its science labs, which are currently on the Oxford Campus, in the basement of 47 Oxford Street. The labs, which are in need of upgrading to become first class facilities will be relocated to the second floor of the Porter Exchange building, co-located with AIB. This location will offer the opportunity for the two programs to share a common building support infrastructure. The current schedule for relocation of the Science labs to the 2nd floor of Porter Exchange is to have them ready for use by September, 2006

Other minor projects identified will be internal to the existing buildings to support enhanced academic programs and a higher quality of Student life.

Parking Lots (1826 / 1848 Mass Avenue)

While the best use of these parking lots is residential, the use is still under consideration. Any building that would be constructed on these sites would have a non-residential component on the street level, in keeping with the neighborhood's request to encourage small independent retail shops. Any development of these sites is not specifically determined at this time, but would be several years out at the earliest. Additionally, there would have to be coordination on parking with any development of the rear parking lot of the Porter Exchange building to accomplish any development on these sites.

Porter Square Air Rights

Currently, Lesley and the MBTA are in direct communication to explore the possibility of Lesley directly purchasing the air rights, in accordance with rules and regulations with which the MBTA must abide.

Oxford Campus

Academic Related Projects

Ludke Library

The main academic project that is currently under review is renovations of the Ludke library to better support not only the on campus students but those that are part of the off campus program taught across the country. This project is directly related to the goal of creating a distinctive undergraduate experience and providing academic

excellence in programs. The first phase of this project to create a 21st Century library is to develop an “Information Commons” on the first floor of the library which would have the latest technology, flexible work space for individual and group study and the ability for students to more easily access to all forms of information. Off campus students would have access to the same services as on campus. The first phase of the project is currently scheduled to occur within the next year, depending upon financing with other phases of the library project which may include some expansion onto the adjacent parking lot are several years out.

Student Life and Residential Projects

Student Center Renovation

In addition to the Library project referenced above, we plan to renovate and expand the existing Student Center, which is located 47 Oxford Street. The project will include expanding into existing adjacent office space. The facility will be a key part of the strategy to enhance student life on the campus and provide for a distinctive undergraduate experience for students. The schedule for this project is currently to perform the work over this coming summer, to be ready for September, 2005.

Residential Dormitories

Lesley is reviewing the feasibility of a renovation and addition project for White Hall on the corner of Oxford and Everett Streets. The first phase of the project would be to renovate the existing 3 floors, including new bathrooms, fire sprinkler system and other cosmetic upgrades to make the building more attractive to students. This project has the same scope of work as the renovation performed two summers ago to the dorm space in 47 Oxford Street. This work is scheduled to be performed this summer. Phase 2 of the project would envision adding floors to the top of the building. We are currently selecting an architectural firm to help us determine the feasibility of such a project. The schedule for phase 2 is not determined at this time, but would be directly related to the feasibility of doing the project and the timing and number of new residential students associated with the Lesley College becoming co-educational.

The Site at 1663 Massachusetts Ave. (National Car Rental / Bank of America) is best suited for residential, but development of that site is several years in the future. As with other sites on Massachusetts Avenue, the ground floor would have a non-residential component.

Other Projects

As a part of the Centennial Campus Plan, we have performed a study of the existing Lesley buildings to provide a template for their renovation and renewal over the next 20 years. This ongoing program will be addressed yearly as a part of an enhanced

capital plan to continue to maintain all buildings in a good state of repair in support of the academic and student life goals of the University.

- Include in your discussion the relationship of planned and projected institutional development to adjacent residential districts within Cambridge and any impacts that might result;

Lesley anticipates that as part of any future campus plan, the university will seek to create within its properties an enhanced “campus feeling” that will benefit students, faculty and the community at large. For example, Lesley would like to find ways to create additional open space in this area – a part of Cambridge that today enjoys less open/green space than perhaps any other neighborhood in the city. Similarly, Lesley is keenly interested in improving the pedestrian-friendliness of the area, as well as enhancing safety, traffic and parking congestion. Any planned development projects will be presented to the neighborhood associations for review and input during the development process, in line with our posture to continue to be very transparent with the neighborhoods on any development projects.

- Include in your discussion the relationship of planned and projected institutional development to adjacent retail and commercial districts within Cambridge and significant impacts that might result (e. g., loss or relocation of retail space, etc.).

The planned relocation of the Art Institute of Boston to Cambridge will be a significant enhancement to the arts environment of the Porter Square area, adding to the vibrancy of the area. Additionally, as stated above, it is our intention to have retail or other non-residential components as a part of each of the buildings that may be constructed on the sites that Lesley owns along Massachusetts Avenue. Lesley has been a consistent member of the three neighborhood group driving the proposed revisions to the zoning along Massachusetts Avenue.

III. LIST OF PROJECTS

List all development and public improvement/infrastructure projects completed within the past year, currently in construction or which will require City permits or approvals during the next three years (coordinate with Map 3 in Section IV);

- Indicate how each project meets the programmatic goals of your institution discussed in Section II;
- Indicate how each project fits into the physical plans for the immediate campus area;
- Indicate identified future development sites on your campus (coordinate with Map 4 in Section IV).

Projects Completed in the Past Year

Fire Sprinkler Upgrade

This past summer, Lesley continued with the fire life safety project of outfitting all dorms with fire sprinklers. Phase one completed the summer before last, addressed 47 Oxford Street, this

past summer we installed the sprinkler systems in 8 wood frame dorms and next summer we will be addressing White Hall as the final phase to the project.

Student Health Center

This past summer, Lesley constructed a Student Health Center (1100 sq. ft.) in the basement of 47 Oxford Street to provide daily on campus medical services to residential students.

Lawrence Hall Dormitory Set-Up

Also this past summer, the residential students formerly housed in a dormitory in Boston were relocated to Lawrence Hall on the campus of the Episcopal Divinity School (EDS). The work that was done to prepare the dorm for 86 students was jointly performed with EDS. The work included cosmetic upgrades and electrical and data installations.

Projects Tentatively Scheduled for the next 3 Years

Renovation of the Second and Third Floor of Porter (55,000 sq. ft.) – This project will be in support of the relocation of AIB and the new Science Labs.

Renovation of 815 Somerville Avenue (20,000 Sq. Ft.) – This project supports the relocation of AIB to Porter.

Student Center Phase 1 Upgrade, Oxford Campus – This project (4,000 sq. ft.) supports the enhancement of student life on campus.

Library “Information Commons” Phase 1 Renovation, Oxford Campus – This project (4,000 sq. ft.) in the Ludke Library at 47 Oxford Street supports the enhancement of academic excellence and student life.

White Hall Renovation of Existing Building, Oxford Campus – This project (22,000 sq. ft.) supports the growth of the on campus residential students related to the Lesley College co-educational program.

IV. MAPPING REQUIREMENTS

Please attach to the report maps of the following (these may be combined as appropriate):

1. Map of all real estate owned in the City of Cambridge. Categorize properties by use as appropriate (e. g., institutional/academic, student activities/athletic, dormitory/nontaxable residential, investment, etc.).
2. Map of real estate leased. Categorize properties by use as appropriate (e. g., institutional/academic, student activities/athletic, housing). This map can be combined with the one above.
3. Map of development projects completed within the past year, now underway, proposed or planned within the next three years.

4. Map the sub-areas/precincts of your campus, indicating the location of future development areas and projects. If appropriate, include detailed maps of sub-areas/precincts where significant changes are anticipated to occur over the next five years.

Note: Please see the attached maps.

V. TRANSPORTATION DEMAND MANAGEMENT

Please provide the following information. You may summarize the information below or attach documents to this report, as appropriate. If your school has not updated information since submitting the 2003 Annual Report, you may so indicate in the appropriate space below.

- A. Results of surveys of commuting mode choice for faculty and/or staff and/or students.
- B. Information on the point of origin of commuter trips to Cambridge for faculty and/or staff and/or students.
- C. Have there been any changes in your TDM plan or strategy since submitting your 2003 Town Gown-report? If so, please describe briefly. (Your PTDM plan is on file at CDD.)

Note: Please see the attached Parking and Transportation Demand Management Plan, which is now being reviewed by the City Of Cambridge Traffic, Parking and Transportation Dept.

VI. INSTITUTION SPECIFIC INFORMATION REQUESTS

Lesley University

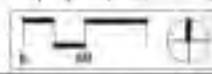
1. Provide an update on the status of the university master plan process, the schedule for its release, and outreach about this process to the City and the Agassiz and Porter Square neighborhoods.
2. Provide an update on planning and construction activities on the Main Campus and Porter Square areas, particularly the Porter Exchange building and parking lots located across Massachusetts Avenue. Include an update on any development discussions related MBTA Porter Square air rights.
3. Provide an update on plans to move Art Institute of Boston facilities to Cambridge.
4. Describe plans for properties currently held by the University on or abutting Massachusetts Avenue. Particular attention should be paid to a description of the uses intended on the ground floor of these sites, as related to community concerns about maintaining an active retail environment.

SOUTH CAMPUS OPPORTUNITY AREAS



LESLEY
UNIVERSITY

CENTENNIAL CAMPUS PLAN STUDIES 2003
SOUTH CAMPUS



Graphic courtesy of the City of Cambridge, MA
1.5 miles north of the existing location

- POTENTIAL NEW CONSTRUCTION AND LANDSCAPE AREA
- POTENTIAL RENOVATION

PREDOMINANT USE and PROPERTY

SOUTH CAMPUS



- | | | | |
|---|---|--|--|
| ■ ACADEMIC | ■ STUDENT RESIDENCE | ■ PHYSICAL PLANT | ■ UNIVERSITY PROPERTY |
| ■ ADMINISTRATIVE | ■ STUDENT LIFE | ■ RENTED TO OTHERS | TOTAL ACREAGE: 7.2 Acres |
| ■ LIBRARY | ■ ATHLETIC | | |

PORTER CAMPUS OPPORTUNITY AREAS



CENTENNIAL CAMPUS PLAN STUDIES 2003
PORTER CAMPUS

- POTENTIAL NEW CONSTRUCTION AND LANDSCAPE AREA
- POTENTIAL RENOVATION
- POTENTIAL AIR RIGHTS

BYRON CONLEY & ASSOCIATES, INC.
COMMUNITY DESIGN DIVISION

PREDOMINANT USE and PROPERTY JULY 1, 2003



LESLEY
UNIVERSITY

CENTENNIAL CAMPUS PLAN STUDIES 2003
PORTER CAMPUS



DESIGNED BY: J. BROWN & SONS, INC.
(Landscape Architecture Division)

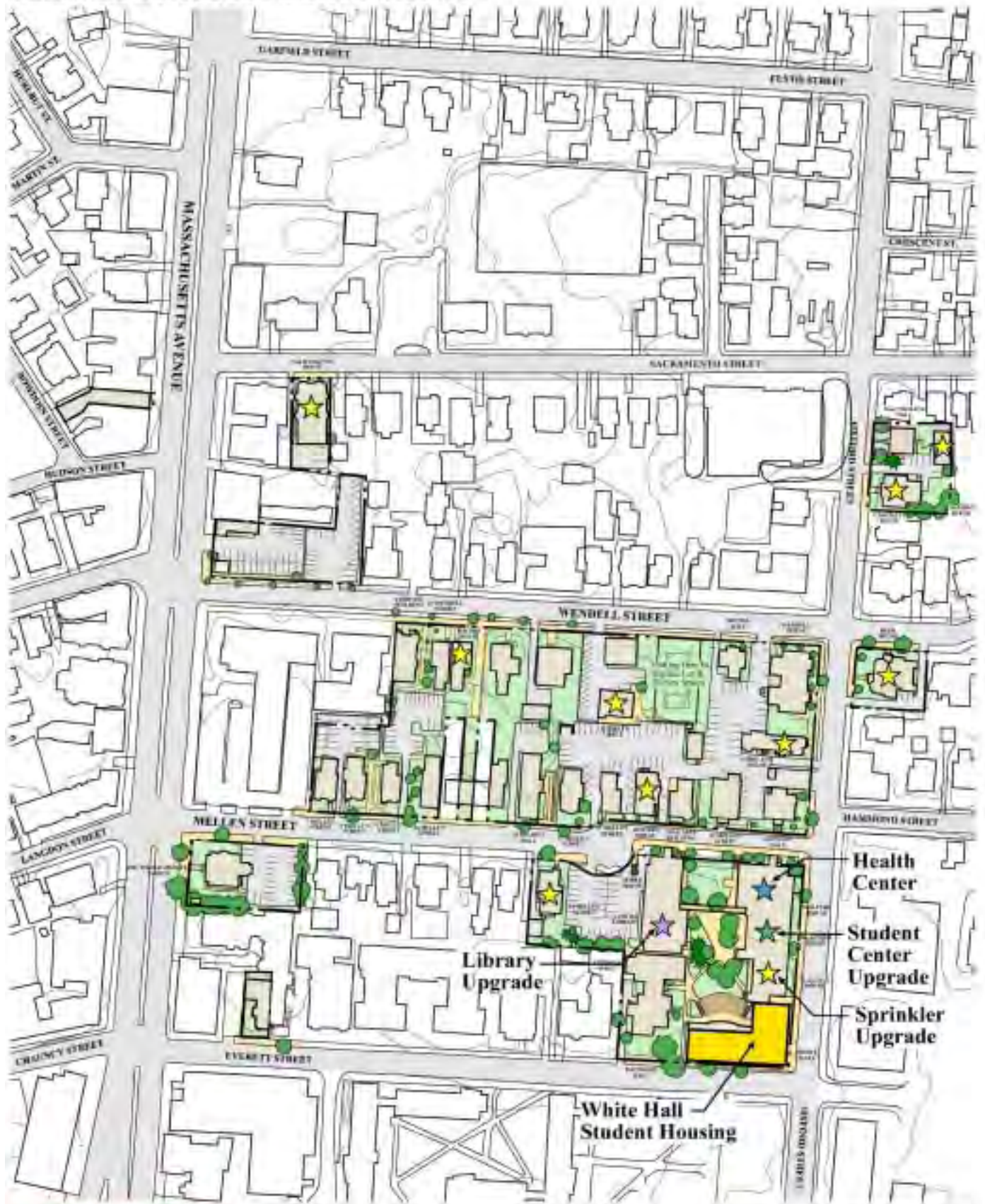
- | | | |
|--|---|--|
| ■ ACADEMIC | ■ STUDENT RESIDENCE | ■ LEASED BY LESLEY |
| ■ ADMINISTRATIVE | ■ STUDENT LIFE | |
| ■ LIBRARY | ■ RENTED TO OTHERS | |

TOTAL ACREAGE 4.1 Acres

PLANNED PROJECTS THROUGH 2008



PLANNED PROJECTS THROUGH 2008



LESLEY
UNIVERSITY

CENTENNIAL CAMPUS PLAN STUDIES 2003
SOUTH CAMPUS

© 2003 LESLEY UNIVERSITY, 100 MASSACHUSETTS AVENUE, CAMBRIDGE, MA 02139

- ★ LIBRARY IMPROVEMENTS
- ★ HEALTH CENTER IMPROVEMENTS
- ★ CAMPUS CENTER IMPROVEMENTS
- ★ STUDENT RESIDENCE IMPROVEMENTS

LESLEY UNIVERSITY PROPERTY

Lesley University
Properties Leased in the City of Cambridge
12-6-04

Address	Space	Gross Sq. Ft.	Use
99 Brattle Street	Lawrence Hall	22,496	Institutional / Dormitory
1 Porter Square Galleria	Lower Level	19,500	Institutional / Administrative Offices

LESLEY UNIVERSITY
Tax Exempt Facilities Inventory

#	Street	Land Area (Square Foot)	Building Area		Zone	Use
			Gross (Square Foot)	Assignable (Square Foot)		
<u>LESLEY OWNED PROPERTIES</u>						
700	Beacon (Boston)	-	40,000	35,300		Office/Classrooms
24	Mellen	5,310	5,033	2,332	C-2A	Dorm
31	Mellen	6,838	6,610	4,095	C-2A	Dorm
61	Oxford	7,841	6,248	2,996	C-2A	Dorm
63	Oxford	11,901	13,681	6,324	C-2A	Dorm
78/80	Oxford	6,812	6,975	3,107	C-1	Dorm
82R	Oxford	3,406	2,704	1,186	C-1	Dorm
6	Sacramento	7,157	12,719	7,408	B	Dorm
18	Wendell	5,657	3,569	1,590	C-1	Dorm
28R	Wendell - INCLUDED w/28F	-	4,830	2,898	C-2A	Dorm
68	Oxford	8,306	9,045	4,195	C-2A	Dorm
31	Everett	15,147	31,990	19,194	C-2A	Dorm/Office/Café
29	Everett	13,088	20,675	12,979	C-2A	Office
1627	Mass Ave	14,400	6,491	4,147	C-2A	Office
7	Mellen	5,468	4,865	2,603	C-1	Office
9	Mellen	5,296	4,180	2,387	C-1	Office
11	Mellen	6,912	4,153	2,229	C-1	Office
13	Mellen	5,615	3,959	1,980	C-1	Office
23	Mellen	8,579	12,375	8,330	C-1	Office
27	Mellen	7,802	4,474	2,289	C-1	Office
29	Mellen	8,502	3,546	1,670	C-2A	Office
33 1/2	Mellen	1,928	1,823	836	C-2A	Office
35	Mellen	5,400	5,685	3,957	C-2A	Office
37	Mellen	8,086	5,679	2,867	C-2A	Office
82F	Oxford	3,406	3,422	1,768	C-1	Office
815	Sommerville Ave	10,000	20,000	10,000		Office
14	Wendell	5,250	7,336	4,491	C-1	Office
16	Wendell	5,400	4,580	2,290	C-1	Office
34	Wendell	6,625	2,778	1,609	C-2A	Office
33	Mellen	4,069	4,282	2,442	C-2A	Office/Classrooms
1815	Mass Ave	66,604	67,400	55,000	BC Business	Office/Classrooms
47	Oxford	46,557	90,700	55,990	C-2A	Office/Classrooms Library/Dorm
12	Kirkland	13,290	5,200	2,600	A-2	President's House
	Total	330,652	427,007	273,089		
	Cambridge Properties	330,652	387,007	237,789		

LESLEY LEASED PROPERTIES

601	Newbury (Boston)		24,000	21,180		Office/Classrooms
1	Porter Sq (Cambridge)		19,500	16,500		Office
99	Brattle (EDS - Lawrence Hall)		22,496	18,000		
			65,996	55,680		

TOTAL OWNED & LEASED PROPERTY

493,003	328,769		
---------	---------	--	--

NOTE: #s in BLUE are ESTIMATES

REVISED

1/6/2005

LESLEY UNIVERSITY

Taxable Facilities Inventory

#	Street	Leased / Owned	Land Area (Square Foot)	Building Area		Zone	Use
				Gross (Square Foot)	Assignable (Square Foot)		
<u>LESLEY OWNED PROPERTIES</u>							
3/5	Everett	O	3,285	3,650	1,825	C-2A	Rental
1663	Mass Ave	O	13,305	1500	N/A	BA-2 Business	Commercial Rental
1680	Mass Ave	O	2,885	7,212	5,048	BA-2 Business	Commercial Rental
1815	Mass Ave	O	66,604	148,272	134,800	BC Business	Office/Classrooms
1826	Mass Ave	O	12,007	N/A	N/A	BC Business	Commercial Rental
1840	Mass Ave	O	4,378	N/A	N/A	BC Business	Parking Lot
1868	Mass Ave	O	N/A	N/A	N/A	BC Business	Parking Lot
17	Mellen	O	2,845	2,400	1,200	BC Business	Parking Rights
21	Mellen	O	4,127	4,860	2,430	C-1	Rental
3	Wendell	O	5,711	N/A	N/A	C-1	Rental
20	Wendell	O	7,500	3,802	1,900	C-1	Parking Lot
22/24	Wendell	O	9,477	6,514	3,257	C-1	Rental
28F	Wendell	O	11,346	4,830	2,898	C-1	Rental
30/32	Wendell	O	11,250	N/A	N/A	C-2A	Rental
49	Roseland	O	7,004	10,000	5,400	C-2A	Tennis Court
815	Somerville	O	10,000	20,000	10,000	BC Business	Rental
37	Broadway (Arlington)	L		25,000	21,000		
				25,000	21,000		Sublet
				0	0		
<u>TOTAL OWNED & LEASED PROPERTY</u>				238,040	189,758		
<i>Cambridge Properties</i> <i>Commercial</i> <i>Residential</i>				213,040	168,758		
				157,984			
				37,056			

NOTE: #s in BLUE are ESTIMATES

REV 12/15/04

Executive Summary

Lesley University has been a member of the Cambridge community since 1909. During that time we have always worked closely with the city to ensure its concerns and those of our neighbors are addressed in a timely and efficient manner. We truly value and respect our mutual relationship and want to continue to work with the community as best we can.

There are two separate and distinct campuses located in Cambridge, the south campus and the Porter campus. The south campus is centered in a four-block area between Everett Street and Sacramento Street, to include property on Mass. Avenue and Oxford Street. The Porter campus consists of the Porter Exchange building, located at 1815 Mass. Avenue, One Porter Square (leased space) and 815 Somerville Avenue. To reduce traffic and congestion and to reduce reliance on driving, Lesley has implemented an extensive shuttle service between both campuses.

Lesley is conveniently located next to the MBTA Red Line at Porter Square and a few blocks from the Harvard MBTA Red Line station. The MBTA commuter rail also stops at the Porter station next to the Porter campus. The South Station commuter rail service is readily accessible from the Red Line. Many MBTA buses can be accessed from the nearby streets. Lesley is committed to increasing the use of public transit among its faculty, staff and students. One of the most successful programs Lesley has recently implemented to increase faculty, staff and students use of public transportation has been the MBTA transit station-parking voucher.

Because of Lesley's size in comparison to its neighboring sister Universities, it has been exempt from conducting transportation surveys and formalizing various transportation demand programs onsite as required by the Department of Environmental Protection (DEP). However, Lesley recently voluntarily developed a variety of programs that provide incentives to commuters who drive along to work or class. One of the most significant incentives has been instituting a paid parking structure explained more fully in the parking section of this document. Although Lesley already has an extremely limited parking supply in the city Cambridge it terminated its free parking indicating a strong commitment to urging the Lesley community to take alternative forms of transportation when coming to campus.

The revised PTDM Plan is Lesley's documentation for establishing a base year report, which includes plans for achieving a 10 percent mode-split reduction over time. Lesley has reviewed in detail the PTDM Officer's comments, suggestions and requests in the document dated January 21, 2004. Lesley believes the revised PTDM Plan 2004 meets the spirit of the PTDM Officer's review. The University also believes its commitment to implement the additional transportation demand management programs described in the PTDM Plan will further reduce transportation impacts and reduce its current mode split.

Parking Facility Inventory Summary

Summary

Lesley University owns or controls a total of 578 parking spaces within the City of Cambridge. Forty eight percent (48%), or two hundred seventy seven (277) spaces are leased to Balleys Total Fitness, the Smithsonian Institute and to the retail storeowners at the Porter Exchange mall and cannot be used by Lesley faculty, staff or students. The remaining **Three Hundred One** (301) are by definition of Parking and Transportation Demand Ordinance section 10.18 not considered “commercial parking spaces”¹ and not for use by the general public. **The 301 spaces provide parking for less than 10 percent of parking for our entire community.**

The University’s stock of non-commercial parking spaces are those that are maintained by the University which supports its activities in the city, (by an entity whose primary business is other than the operation of parking facilities), for the exclusive use of its, employees, students, guests, lessees, customers, patrons, and/or residents. These spaces are not available for uses by the general public. This definition is commensurate with the definitions in Chapter 10:18. The categories for Non-commercial Use include: employee/student/guest and residential. The complete Lesley University Cambridge Campus Parking Inventory has been registered with the City of Cambridge Parking Office.

Total Number of existing parking spaces:

Non-commercial Use: 301.

Commercial Use: 277.

Institutional Parking Facility Owner and Operator:

Lesley University
29 Everett Street
Cambridge, MA 02138-2790

Existing permits for parking facility:

All existing permits for parking facilities are on file at

Lesley University
29 Everett Street
Cambridge, MA 02138-2790

Enforcement actions: None

¹ *Commercial Parking Space.* “A parking space available for use by the general public at any time for a fee.” The term shall not include “parking spaces which are owned or operated by a commercial entity whose primary business is other than the operation of parking facilities, for the exclusive use of its lessees, employees, patrons, customers, clients, patients, guests or residents but which are not available for uses by the general public.”

Lesley University Parking and Transportation Demand Management Plan

Lesley University Parking Inventory					
Lot Location	Lesley Used	Leased to 3rd parties	Leased from 3rd Parties	Users	Total
29 Everett Street	3			President/staff	3
12 Kirkland Place	2			President's residence	2
1627 Mass Ave	22			Faculty/Staff/Students	22
1815 Mass Ave	25			Faculty/Staff/Students	25
1815 Mass Ave		173		Tenants/Commercial	173
1826 Mass Ave		40		Tenants/Commercial	40
1840 Mass Ave		42		Tenants/Commercial	42
1868 Mass Ave	14			Faculty/Staff/Students	14
7,9,11 Mellen Street	36			Faculty/Staff/Students	36
23 Mellen Street	6			Faculty/Staff/Students	6
24 Mellen Street	4			Faculty/Staff/	4
30 Mellen Street	28			Faculty/Staff/Students	28
61 Oxford Street	86			Faculty/Staff/Students	86
68 Oxford Street	8			Faculty/Staff/Students	8
82 Oxford Street	6			Faculty/Staff/Students	6
6 Sacramento Street	5			Faculty/Staff/Students	5
3 Wendell Street	23			Faculty/Staff/Students	23
18 Wendell Street	3			Faculty/Staff/Students	3
22/24 Wendell Street		4		Tenants	4
28 Wendell Street	16			Faculty/Staff/Students	16
49 Roseland Street		9		Tenants	9
Sub total	287	268			555
Parking Added After 1998					
815 Somerville Ave	8			Staff	8
815 Somerville Ave		9		Tenants	9
1 Porter Square *			6	Staff	6
Total	295	277	6		578
PROPERTIES SOLD SINCE 1998					
14 Hillside	8				8
49 Washington	2				2
10 Sacramento	4				4
Total	14				14
* 6 assigned spaces used by Lesley					

Lesley's New Parking Program

In 2002, Lesley University completely overhauled its parking policies and for the first time in its 95-year history instituted a parking fee structure. The University believes the new parking fee structure will work towards maintaining its current parking inventory and stabilize the effects associated with incremental increases in the campus population. In addition, the University is committed to implementing various transportation demand management strategies to work to reduce congestion, improve air quality, and reduce its current drive-alone rate by 10 percent.

Lesley's Specific Parking Management Goals

The goal of Lesley's parking management is to encourage alternative mode use and serve as many people as possible by optimizing the current parking supply. This goal will be achieved through ongoing review of its parking pricing, implementing a preferential parking program, and instituting reduced parking fees for ridesharing vehicles. Lesley University parking management measures are described more fully in the Transportation Demand Section of this PTDM Plan.

A further description of the management of various parking and security programs can be reviewed on line at www.lesley.edu/parking. Lesley has a very limited amount of parking spaces, and has a policy that is controlled to only offer a space, as it becomes available, on a seniority basis. New employees do not receive parking permits. Approximately 54 percent of our full time employees receive a parking permit, however there is an employee waiting list for a parking space. Approximately 15 percent of our full time evening students receive and pay for parking. Only 23 of our total daytime students (population 1,579) may purchase day parking. Daytime student parking is assigned based upon driving distance and availability of Public Transit.

The following is the Parking Permit Structure:

		FY05 Permit Fees
Pooled – Faculty/Staff	\$384.00	\$388.95
Adjunct/Part-time Faculty/Staff	\$62.50 per semester	\$67.45 per semester
Commuter – Student	\$100.00 per semester	\$104.95 per semester
Night Rate – Evening Students	\$40.00 per semester	\$44.95 per semester
Visitors	\$3.00 per day	\$3.00 per day

Lesley University Parking and Transportation Demand Management Plan

The University will review its traditional menu of permits and work toward implementing new, more flexible-schedule type permit types. These new flexible-schedule permits will better coincide with employees' and students flexible schedules, which will allow them to continue to take transit yet park on an occasional basis. The Morning, Afternoon, and 3-day Permits listed below are intended to fill this need.

Additionally, Lesley is committed to increasing its rideshare numbers. To do this, Lesley will offer the following financial incentives associated with ridesharing.

		FY05 Permit Fees
Morning or Afternoon Permit	<u>N/A</u>	\$194.50
3-day Permit	<u>N/A</u>	\$233.00
2-person Carpool Permit	<u>N/A</u>	33% reduced rate
3-person Carpool Permit	<u>N/A</u>	50% reduced rate

General Project Description

- o Number of building square feet used for Lesley University institutional purposes:
- o (See attached Building Summary – Academic and Commercial)
- o The location of Lesley buildings and the square feet by use:
- o (See attached Building Summary – Academic and Commercial)
- o Typical hours of work for non-teaching staff: 9am – 5pm Monday through Friday
- o Typical hours and days of instruction: 8am – 10pm Monday through Friday
- o Other users of Lesley space when classes are not in session: Occasional Neighborhood meeting
- o List of cities/towns by zip code: (see attached)
- o South Campus to Porter campus shuttle schedules and routes:
The shuttle between the south campus and the Porter campus (Porter Exchange) hours of operation are 7:30am – 10:30pm Monday – Friday.

The shuttle begins at the corner of Mellen Street and Mass. Avenue heads north on Mass. and turns right onto Roseland Street, and turns left into the

Porter Exchange parking lot at 1815 Mass. Avenue. The north campus shuttle stop is located behind the Porter Exchange building.

The south campus – Porter campus shuttle return route begins from behind the Porter Exchange building, takes a right onto Roseland Street, a left onto Mass. Avenue, a left onto Everett Street, a right onto Jarvis Street and a right onto Mass. Avenue stopping at the shuttle stop at the corner of Mellen and Mass. Ave.

- o South Campus to AIB (Boston) shuttle schedule and routes:

The south campus to AIB (Boston) shuttle hours of operation is 7:30am – 10:45pm Monday – Friday. The shuttle leaves Cambridge on the half hour and returns on the hour.

The shuttle begins at the corner of Mellen Street and Mass. Avenue, heads north on Mass. Avenue, turns left onto Shepard Street, take a left onto Garden Street, right onto Mason Street, go to end of Mason turn left onto Hawthorn Street, turn left onto Memorial Drive, take a right across the BU bridge, go across Commonwealth Ave. bear left at fork and follow to the left, take a right onto Commonwealth Ave. and take a right onto Beacon Street. The shuttle stop is located at 700 Beacon Street.

- Episcopal Divinity School (EDS) to AIB (Boston) shuttle schedule and routes:

The EDS to AIB shuttle hours of operation are 7:15am – 10:30pm Monday – Friday. The shuttle leaves Cambridge on the half hour and returns on the hour.

The shuttle begins at Hastings, bears onto Phillips, take a right onto Concord Street, right onto Brattle, turns left onto Hawthorn Street, turn left onto Memorial Drive, take a right across the BU Bridge, go across Commonwealth Ave. bear left at fork and follow to the left, take a right onto Commonwealth Ave. and take a right onto Beacon Street. The shuttle stop is located at 700 Beacon Street.

- o List of cities and towns (by zip code) which student, faculty and staff commute from: see attached.
- o The tabulated survey results are attached. The survey was conducted using the Mass. DEP's Random Sample methodology.
- o James J. Holmes, Director of Security (617-349-8895) will be responsible for administering the implementation of the PTDM, including the administration of annual surveys and preparation of annual reports.

Baseline Mode Split Process

Although Lesley University has not been required by the Massachusetts Department of Environmental Protection (DEP) to participate in its Rideshare Program Reporting program, it conducted a Parking and Transportation survey using the Massachusetts Department of Environment Protection's 2003 random sample method.

The following is a description of the University's survey process developed to be in compliance with the PTDM Plan Ordinance Section 10.18 of the Cambridge Municipal Code.

Method

The Lesley Human Resources Department generated the master list of employees and the Registrar's Office generated the student list, from which the representative sample was derived to determine the "applicable population" and the random selection process of skip intervals of two. The survey was not stratified by job or student categories since the DEP does not require stratification. The survey was conducted the week of October 1 -7, 2003. The process of distribution and collection of the surveys was through Survey Monkey an on line survey service. The survey was analyzed using Survey Monkey.

The total (students and employees or "community members") Lesley University population as of October 2003 was 3,556. This number falls between the random survey sample of 3,500 & 3,999 referenced in the DEP's Random Sample Method Guidelines 2003. According to the DEP Guidelines, for a 100 percent response rate, 788 community members were required to be surveyed. 761 or 96.6 percent responded. The successful high rate of return was due to direct electronic mailing to the Lesley community. Below are Mode Split charts from the survey.

Survey Mode Split Chart for Employees

Mode	Total	Average	Percent	Mode	Total	Average	Percent
	<i>7 day week</i>	<i>7 day week</i>	<i>7 day week</i>		<i>5 day week</i>	<i>5 day week</i>	<i>5 day week</i>
Drive Alone	1066	152	37.3%	Drive Alone	1024	205	50.2%
Carpool*	90	13	3.2%	Carpool*	89	18	4.4%
Vanpool**	0	0	0.0%	Vanpool**	0	0	0.0%
Bus	148	21	5.1%	Bus	143	29	7.0%
Subway	167	24	5.9%	Subway	161	32	7.9%
Boat/Ferry	0	0	0.0%	Boat/Ferry	0	0	0.0%
Commuter Rail	54	8	2.0%	Commuter Rail	51	10	2.5%
Bicycle	29	4	1.0%	Bicycle	28	6	1.4%
Walk	215	31	7.6%	Walk	204	41	10.0%
Out of Office***	230	33	8.1%	Out of Office***	120	24	5.9%
Combined Mode	182	26	6.4%	Combined Mode	177	35	8.7%

Survey Mode Split Chart for Students

<i>Mode</i>	Number	Average	Percent		<i>Mode</i>	Number	Average	Percent
	<i>7 day week</i>	<i>7 day week</i>	<i>7 day week</i>			<i>5 day week</i>	<i>5 day week</i>	<i>5 day week</i>
	434	62				386	77	21.9%
	36	5				30	6	1.7%
	5	1				5	1	0.3%
	70	10				62	12	3.5%
	124	18				110	22	6.2%
	0	0				0	0	0.0%
	9	1				7	1	0.4%
	28	4				25	5	1.4%
	93	13				75	15	4.2%
	45	6				27	5	1.5%
	107	15				101	20	5.7%
	187	27				27	27	7.6%

Although there was a high rate of total responses to the survey, 22.5 percent of employees and 34.3 percent of students did not answer how they commuted to campus.

Mode Split Commitment

Regarding the Mode Split Commitment, the average mode split for SOV trips based upon the 1990 Journey to Work data from the US Census Bureau for Tract 3536 is 39.3% and Tract 3545 is 45.1%. Since more than a third of the survey respondents did not answer the most important question in the survey it is difficult to establish an accurate SOV rate. Therefore Lesley University concurs with the PTDM Officer's recommendation of establishing an SOV goal of an average between 35 percent and 41 percent, which is 38 percent. Lesley University is committed to reducing its SOV rate of 38 percent to 34.2 percent to reach a 10 percent SOV rate reduction. Lesley also is committed to surveying "community members" and restructuring the survey instrument to more accurately capture employee and student commute to campus.

Zip Code Summary

According to Lesley University's Human Resources Department, as of September 2004, 15 percent of all employees live in Cambridge and according to the survey more than 50 percent of Lesley's employees live within 10 miles of the campus.

Lesley Survey Zip code Summary	
	% of Total
Boston	17%
Cambridge	12%
Somerville	10%
Arlington	6%
Belmont, Everett, Medford,	
Newton, Lexington,	
Watertown, Winchester	16%
74 TOTAL	100.0%

Current TDM Programs and Incentives

Description of Transportation Access

The Lesley University campus is located in two different sections of the City of Cambridge. The buildings at main campus are within walking distance of the MBTA Red Line through which employees and students have easy access to the Subway Lines and to both Commuter Rail lines.

Lesley University “community members” have a variety of bus options available to them for commuting purposes depending on where they work or go to class.

The following MBTA buses can be accessed on nearby streets from the:

West: # 62, 67, 71, 72, 73, 74/75, 76, 70A
North: # 77, 77a, 78, 79, 80, 83, 84, 87, 96
South: # 1, 47, 66, 70, 86
East: # 64, 68, 69, 85, 88, 91

However “community members” who live farther from campus are not necessarily as well served by public transit. This could be the result of work hours that do not correspond with transit schedules, inadequate parking facilities at transit stations and/or employees who are not within walking distance of stations.

Multi-modal TDM Programs

Lesley University has two. The University environment is dynamic and requires employees and students to travel within campus areas and among campuses. To reduce employees’ reliance on automobiles and increase the University’s commitment to multi-modalism, the University operates a comprehensive shuttle system, and is a corporate host for the Zipcar program.

Shuttles

Lesley subcontracts Local Motion to provide a shuttle service between the Boston and Cambridge campuses. The shuttle runs continuously and conveniently from 7:30am until 10:30pm Monday through Friday. The shuttle stops are located behind 1815 Mass. Avenue and at the corner of Mass. Avenue/Mellen Street and at the corner of Hasting and Phillips Streets.

The shuttle service transports on average 600 people a week and it is open to anyone with a University I.D. The Shuttle services provide a useful link in getting employees and students from public transit stops and carpool/vanpool spaces to their final destination. This coordinated service enhances the option to leave the car at home. Complete information on the

Lesley University Shuttle System schedule is available from the Parking and Security office and persons interested in getting on-line information can access the Shuttle Service through Lesley's main web page, www.Lesley.edu.

Incentives to use alternate transportation

Lesley University offers a variety of incentives to encourage use of public transportation and disincentives to community members to discourage driving to campus.

Public Transit

Lesley employees may purchase their MBTA passes through payroll deduction on a pre-tax basis. **Employees save almost 33% of the total cost.** An example, a Zone 6 combination commuter rail and subway pass normally costs \$181 per month. The same pass purchased through payroll deduction costs \$100. In addition, employees can conveniently apply on-line and have the MBTA passes mailed to their home or office. Presently 86 employees utilize this service on a monthly basis.

Public Transit Parking Voucher

Lesley University offers free parking for all commuting students at the Alewife and Quincy Adams MBTA parking garages. Students can park at either garage at anytime, take the MBTA Red Line to Lesley and obtain a voucher, which pays for the MBTA parking. The vouchers are conveniently available at both Cambridge campuses. Lesley has expended an average of \$15,000 per academic year for the last eight years on this incentive. During the last three academic years an average of 4,500 vouchers were given to students.

Semester Pass Program

Lesley University participates in the MBTA's Semester Pass Program. The program allows students to order, pay and pick-up a semester MBTA pass conveniently on campus. Students are given an 11% discount on their MBTA pass through the Semester Pass Program. As of September 2004, 72 Lesley College and 103 AIB students participate in the Semester Pass program. Total Cost \$36,507.

Post bus schedules, rates and routes

Lesley has conveniently posted a link to the MBTA's transportation schedules and routes on its web page.

Bicycling

Lesley provides 48 bicycle parking spaces, 32 are located across in front of the Library on the main campus and 16 located at rear of the Porter Exchange building on the north campus. Both areas are covered and an aisle of at least 5 feet exists behind each rack.

Showers and a changing area are located on the main campus in the lower level of Stebbins Hall adjacent to the fitness center and approximately 100 feet from the bike racks.

Lesley offers bicycle registration with the Security Department as an aid to locate a lost or stolen bike.

Zipcar Program

Lesley University participates in the Zipcar program and has a car located on its property at 1815 Mass. Avenue. The program is designed to encourage use of the public transit system because it provides a method of transportation while at work or class.

Marketing Programs

- Semester student orientation programs include transportation and parking information (i.e. MBTA semester pass program, free parking vouchers, parking rules and regulation)
- Transportation information is included in student handbooks
- New employees receive an orientation that includes information on the MBTA pre tax program
- Information regarding the MBTA parking vouchers and a link to purchase a pre-tax MBTA pass are located on the Lesley web page at:

<http://www.lesley.edu/security/parking/parking.html>

New and Additional TDM Programs and Incentives

As of October 7, 2004 Lesley University became a Gold Member of MassRIDES Partnership Program. To become a Gold Member of MassRIDES Partnership Program Lesley University has agreed to:

- Host commuter events through MassRIDES
- Appoint an onsite Employer Transportation Coordinator (ETC)
- Place transportation benefits information in new hire packets
- Promote commute options at the worksite through e-mails or intranet site
- Install bike racks
- Offer informal flextime program
- Offer informal teleworking program
- Sell onsite transit passes

Lesley University Parking and Transportation Demand Management Plan

- Provide payroll deduction for transit
- Provide preferential or discounted parking for carpoolers
- Provide showers for bikers and walkers
- Offer an Emergency Ride Home Program
- Sponsor shuttle service for employees

Transportation Management Association

Lesley University has contacted Jeff Bennett, Project Manager for the Charles River Transportation Management Association. The University will explore working with the CRTMA to determine how the University can best utilize their program.

Public transportation

The MBTA schedules and maps are now linked directly to the Lesley University web site and are available for review from any computer at anytime by all Lesley community members <http://www.lesley.edu/dir.html>.

Lesley will examine the financial impact of subsidizing the cost of employee and commuting student transit passes and will devise a plan for gradually implementing a subsidy once funds are identified and made available in the University's operating budget.

Public Transit Parking Voucher

Lesley will commit to expanding the parking vouchers to employees at Alewife and Quincy Adams MBTA Stations by the Fall of 2005.

Ridematching

Lesley University has contacted MASSRIDES' has become a member of their carpool-matching program and expects to be formally operating an internal carpool program by the end of December 2004.

Carpooling

Lesley University will commit to implementing a 33 percent reduction in parking fees for carpools with 2 riders and a 50 percent reduction for 3 or more car pool participants by the end of January 2005. In addition Lesley will develop a Ridesharing Policy.

Preferential Parking

Lesley University will designate and sign up to 10 percent of daytime parking spaces as HOV based upon the number of Lesley community members who participate in the ridesharing program mentioned above. The University will commence this incentive once the Carpool/Rideshare policy is in place. The University will sign additional carpool spaces on an as needed basis up to 10 percent.

Guaranteed Ride Home Program

Lesley University will commit to implementing a Guaranteed Ride Home for its “community members” who rideshare. The University will commence this incentive once the Carpool/Rideshare policy and the Guaranteed Ride Home policy is in place. Lesley University will send the PTDM Officer its Rideshare and GRH policy.

Bike Racks

Lesley has ordered four new 9 stall bicycle racks at \$500 per rack. When the racks are installed at both Cambridge campuses, Lesley University will notify the PTDM Officer of the specific locations.

Zipcar

Lesley University participation in the Zipcar program is limited to the provision of parking spaces. We will commit to further discussions with Zipcar regarding their discount programs.

Office of Workforce Development Commitment

Lesley supports the Workforce Development Program through its Community Outreach manager in the Office of Human Resources and the program manager for Lesley’s Summer Teen Employment Program (STEP). Three Cambridge teenagers found work this summer. Teen job programs have been in existence at Lesley for many years.

In order to move toward a possible further reduction in SOV and increase its walk and bicycling modes, Lesley University is committed to working with the Cambridge Office of Workforce Development to identify additional Cambridge residents who may qualify for job opportunities at Lesley. Currently 15 percent of Lesley University employees live in Cambridge.

Monitoring and Reporting Plan

- Lesley University will conduct annual student and employee parking and transportation surveys in accordance with the Mass. Department of Environmental Protection’s Rideshare program.
- Lesley University will provide annual monitoring reports that will include information where students and employees park and the cost of their permit.
- Lesley will conduct driveway and parking utilization counts every other year.

Conclusion:

Lesley presently offers a variety of incentives and disincentives that encourage our faculty, staff and students to utilize alternative forms of transportation. In particular, the free parking incentive Lesley offers at the two MBTA parking garages is both unique and successful. According to the survey 9.5 percent of the respondent said they would “very likely” change their commute if this program was expanded to include employees at the Alewife and Quincy Adams MBTA stations. The expansion of this type of program shows Lesley is committed to reducing the number of single occupant vehicles that come to Cambridge.

As we move forward with the implementation of the new and additional incentives outlined in this PTDM Plan we believe these additional programs and incentives will reduce the number of single occupant vehicles that come into our campus and thus move us toward our SOV goal commitment.

Corporate Officer Parking Certification

“I hereby certify that a commercial parking permit has been obtained for each space being used for commercial parking. None of the other existing or proposed parking spaces are being used has been or will be available as commercial parking spaces until a commercial parking permit has been obtained”.

James J. Holmes
Director of Security
Lesley University

Date