



## CITY OF CAMBRIDGE

# TRAFFIC, PARKING, + TRANSPORTATION

## MEMORANDUM

**To:** Cambridge Planning Board

**From:** Joseph E. Barr, Director

**Date:** June 9, 2021

**Subject:** Proposed Cannabis Retail Store at 95 First Street (Ivy League Technologies, LLC) (PB#379)

The Cambridge Traffic, Parking, and Transportation Department (TP+T) has reviewed the Special Permit Application and the Transportation Logistics Plan from Ivy League Technologies, LLC to operate an approximately 4,575 sq. ft. Cannabis Retail Store at 95 First Street. TP+T has been working with the Applicant on this Project and offers the Planning Board the following comment for your consideration.

In order for this Cannabis Retail Store Project to mitigate and limit its traffic impacts in the area, TP+T recommends that the Project implement Transportation Demand Management (TDM) measures that are consistent with the TDM requirements for other recently approved Cannabis Retail Store Special Permits, as shown below:

1. Provide 100% MBTA T-Pass subsidies to all employees. (may be pro-rated for part-time employees) The program shall be administered by the employer through the MBTA Corporate Pass/Perq Program. TP+T notes that page 15 in the Project Special Permit Application narrative proposes 65% MBTA pass subsidy for full-time employees, but TP+T recommends 100% to be consistent with other Cannabis Retail Store Special Permit requirements.
2. Offer all employees Gold-Level Bluebikes bikeshare membership, to be administered through the Bluebikes Corporate Program by the employer.
3. Provide lockers for employees that walk or bike to work.
4. Have available an air pump and bicycle repair tools for employee and customers to use when needed.
5. Designate an employee of the facility as a Transportation Coordinator (TC) to manage the implementation of TDM measures and a transportation monitoring program if required. The TC will:
  - a. Post in a central and visible location (i.e., lobby for customers, break room for employees) information on available non-automobile services in the area, including, but not limited to:
    - i. Available pedestrian and bicycle facilities near the Project site.
    - ii. MBTA maps, schedules and fares.
    - iii. "Getting Around Cambridge" map (available at the Cambridge Community Development office).
    - iv. Locations of bicycle parking.

- v. Bluebikes regional public bikeshare system.
    - vi. Carpool-matching programs.
    - vii. Other pertinent transportation information.
      - Instead or in addition to posting paper MBTA schedules, provide a real-time transportation display screen in a central location to help people decide which mode to choose for each trip.
  - b. Compile and provide up-to-date transportation information explaining all commuter options to all employees. This information should also be distributed to all new employees as part of their orientation. Transportation information packets may be obtained from the Community Development Department.
  - c. Provide customers with sustainable transportation information to access the site.
  - d. Provide and maintain information on the project's public website, newsletters, social media, etc. on how to access the site by all modes, with emphasis on sustainable modes.
  - e. Participate in any TC training offered by the City or local Transportation Management Association.
  - f. If requested by TP+T or the Community Development Department (CDD), the Applicant should provide TP+T and CDD information on employee and customer travel modes and where they customarily park, as well as information on loading and delivery operations. Surveys of employees and customer shall be designed and conducted in a manner approved by TP+T and CDD.
- Prior to the issuance of a Building Permit, the Applicant should provide a loading and service delivery management plan that includes all delivery activity to TP+T for TP+T's approval.
  - The Permittee shall submit an operations plan to TP+T and Cambridge Police Department for approval prior to issuance of a Building Permit. This plan should address in detail how the Applicant is intending to manage sidewalk crowding in a manner that maintains safety and access to adjacent buildings, transit, and any other key uses. In addition, there should be a specific plan for the initial opening period, including how the Permittee will identify and respond to any unexpected situations (i.e., sidewalk crowding, blocking bike lanes, or other safety issues). If required by TP+T in the course of approving an operations plan, the Permittee shall commit to use an on-line pre-purchase and/or appointment-only scheduling system for operations for a period of time that is determined by TP&T to be necessary to manage traffic impacts and prevent queuing on the public sidewalk that may cause disruption to the operation of other nearby businesses or to the general public. The City shall extend the commitment beyond that period if it is deemed by the City to minimize transportation impacts.
  - Provide a one-time contribution to the City toward transportation, parking, transit and/or bicycle improvements to support non-automobile travel modes for employees and customers and to mitigate the Project's traffic and parking impacts on the surrounding area. As an Economic Empowerment Applicant, **TP+T recommends the Applicant contribute \$35,000 to the City with half due prior to the issuance of a Building Permit and half due prior to the issuance of an Occupancy Permit to help improve transportation services, operations, and information in the immediate area. The Applicant requested that this contribution be paid within the first month of store opening instead of half due prior to the issuance of a**

**Building Permit. TP+T is generally fine with this request if approved by the Planning Board.**

- For consistency, when the Applicant submits their Host Community Agreement Statement of Interest to the City, these mitigation commitments should be restated in the same format and/or the Applicant should include an attestation that they intend to implement the same mitigation commitments that are included in the Special Permit decision.
- The Project will provide at least 5 long-term bicycle parking space (i.e., 3 racks) for employees in the building.
- Short-term bicycle parking spaces have been installed on the property in the rear parking lot to accommodate short-term bicycle parking needs for the building as part of the First Street Mixed-Use Planned Unit Development PUD Project (PB##231A). If short-term bicycle parking space demand for this Project exceeds the capacity of the short-term bike racks, TP+T recommends that the Applicant work with the Property owner to add more short-term bike parking spaces as feasible on the Project's property.
- All loading activities for this Project shall occur in the parking lot/loading zone area behind the building in the rear parking lot. No loading activities should occur on City streets.
- The project dimensional form indicates that it has 11 off-street parking spaces but page 15 in the narrative indicates only 4 parking spaces are exclusively for this Project's parking customers. The Applicant has clarified to TP+T that the parking lot behind the building has 11 total parking spaces which serve three building tenants. The proposed cannabis retail store will be allocated 4 of the 11 parking spaces and the remaining parking spaces will be allocated to the other building tenants. The Project's Transportation Logistics Plan Summary Table indicated that there will be 11 parking spaces for customers on-site. This appears to be an error or typo and should be corrected if there will only be 4 parking spaces on-site for customers. The Transportation Logistics Plan Summary Table estimated a peak hour parking demand of 15-19 spaces, but because it expects 15-minute turnover of the spaces, the actual parking demand at any one time would be 4-5 spaces. TP+T believes this may be somewhat optimistic and parking could be an issue for this Project, including how the parking lot is managed and controlled (i.e., customers may park in other building tenant parking spaces). However, the location is also a transit-oriented location and there are nearby commercial parking facilities, such as the City's First Street Municipal Parking Garage and the Monitor Building Public Parking garage located at 2 Canal Park with 50 spaces. It will be important that the Project inform customers about the very limited on-site parking, encourage the use of transit, biking and walking instead of driving to the store, and making sure customers know where there is legally available parking if they drive.
- To prevent potential impacts from long lines of people on the public sidewalk the Applicant should either maximize the size of the waiting area/queuing space for customers inside the building as needed, provide on-line advance ordering and separated designated areas for fulfillment on-site, and commit to having no queuing on sidewalks surrounding the store.