



CITY OF CAMBRIDGE
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MEMORANDUM

To: Cambridge Planning Board
From: Joseph E. Barr, Director 
Date: July 6, 2016
Re: 1001 Massachusetts Avenue (Sage Cannabis, Inc.) (PB#312)

The Cambridge Traffic, Parking and Transportation Department (TP&T) has reviewed the Special Permit Application from Sage Cannabis, Inc. for a project at 1001 Massachusetts Avenue. The application included a Transportation Assessment, dated May 18, 2016, by VHB. TP&T offers the Planning Board the following comments for your consideration.

Trip Generation and Parking

VHB's memo indicated that there isn't sufficient data from a comparable facility and instead provided some broad trip generation estimates, including, approximately 10 staff on site at any one time, 100 patients per day, and 2-3 service deliveries per day. VHB estimated 40% of staff and patients will use transit. To be conservative, VHB assumed the remaining trips will be by vehicle resulting in 144 one-way vehicle trips over the course of a day (this includes staff, patients and service delivery trips). It should be noted that 144 daily vehicle trips is far lower than 2,000 daily vehicle trips which is considered the criteria-exceeding level of traffic if the Board were reviewing the project under the Project Review Special Permit process. VHB concluded that that overall project trip generation is expected to be quite modest.

The project will not provide any parking on-site and according to VHB's memo any staff or patients that drive will need to rely on off-street parking facilities, such as the municipal parking garage at 260 Green Street, private parking garages in the area, or at metered parking spaces. However, because the metered parking spaces are not intended for all-day parking, the applicant should take measures to discourage staff from using these meters for commuter parking, by encouraging staff to either use sustainable transportation modes (as detailed below) or find alternative legal off-street parking arrangements.

At this time, TP&T agrees with VHB that there is not sufficient data to estimate the project's expected trip generation or parking needs. TP&T believes that the best way to minimize the project's traffic and parking impacts is for the applicant to **provide robust Transportation Demand Management (TDM) measures** to encourage and support non-single occupancy vehicle travel for staff and patients, as well as a

transportation monitoring program. TP&T recommends the Planning Board consider adding the following conditions to any special permit that may be granted for the project.

Transportation Demand Management (TDM) Measures

1. Provide 65% MBTA T-Pass subsidies, up to the federal fringe benefit, to all Employees (May pro-rate incentive for part-time employees).
2. Offer all employees Gold Level Hubway membership.
3. Provide lockers in the break room 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 Transportation Demand Management (TDM) measures and a Transportation Monitoring program. 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 in the vicinity of the Project site.
 - ii. MBTA maps, schedules and fares.
 - iii. "Getting Around in Cambridge" map (available at the Cambridge Community Development office).
 - iv. Locations of bicycle parking.
 - v. Carsharing/ridematching programs.
 - vi. Hubway regional bikesharing system.
 - vii. Carpooling/vanpooling programs.
 - viii. Other pertinent transportation information.
 - Instead or in addition to posting paper MBTA schedules, provide a real-time transit and Hubway display screen or tablet in a central location to help people decide which mode to choose for each trip.
 - b. Compile and provide to all employees up-to date transportation information explaining all commuter options. This information should also be distributed to all new employees as part of their orientation.
 - c. Provide or describe to customers information on transportation options to access the site.
 - d. Provide and maintain information on the projects website, newsletters, social media, etc. on how to access the site by all modes, with emphasis on non-automobile modes.
 - e. The TC will participate in any TC training offered by the City of Cambridge or a local Transportation Management Association.

Bicycle Parking

The applicant should provide or contribute to bicycle parking.

- a. Long-term bicycle parking spaces: The applicant should provide or contribute funds for long-term bicycle parking for at least 10% of employees or at least one long-term bicycle space.
- b. Short-term bicycle parking space: Because the applicant cannot reasonably provide short-term bicycle parking on its lot, the applicant should provide funds to the City for the installation of bicycle parking on public land pursuant to Section 6.104.2. For a comparably-sized retail use the short-term requirement would be about 4 bicycle spaces.

Transportation Monitoring and Reporting Program

- a. The TC will implement an annual transportation monitoring program which will involve surveying employees and customers on their travel modes and where they customarily park (cars and bikes). The annual monitoring program shall be for 10 years following the issuance of the project's Occupancy Permit at which time TP&T will work with the applicant to determine if it would be beneficial to continue the monitoring program.
- b. All surveys shall be designed and conducted in a manner approved by CDD.
- c. Approval of the form of any survey instrument or monitoring method should be approved before issuance of the Certificate of Occupancy.
- d. Surveying shall begin one year from the date of the first Certificate of Occupancy. If the Certificate of Occupancy is issued between September 1st and February 29th, the monitoring should take place during the months of September or October and be reported to the City no later than November 30. If the Certificate of Occupancy is issued between March 1st and August 31st, monitoring should take place during the months of April or May and be reported to the City no later than June 30.

Loading and Service Delivery Operations and Management Plan

The applicant should provide a loading and service delivery management plan that includes all delivery activity to the facility, which must be approved by TP&T prior to the issuance of a Building Permit.