

Cover Letter

Budega Inc.

Special Permit Case PB-355

1/27/20

New Materials submitted

1. Revised Dimensional Form as of 1/27/20
2. Supplemental Narrative as of 1/27/20
3. Revised Project Plans and Illustrations/ Amended Documents as of 1/27/20

1. Revised Dimensional form

See attached

DIMENSIONAL FORM

Project Address: 1686 Massachusetts Ave

Application Date:

Zone: BA-2	Existing	Allowed or Required (max/min)	Proposed	Permitted
Lot Area (sq ft)	2,332 sf	none	2,332 sf	
Lot Width (ft)	24.00'	none	24.00'	
Total Gross Floor Area (sq ft)	2,316 sf.	n/a	2,316 sf.	
Residential Base	0 sf.	n/a	0 sf.	
Non-Residential Base	2,316 sf.	n/a	2,316 sf.	
Inclusionary Housing Bonus	n/a	n/a	n/a	
Total Floor Area Ratio	.99	1.0/1.75	.99	
Residential Base	0.00	n/a	0.00	
Non-Residential Base	.99		.99	
Inclusionary Housing Bonus	n/a		n/a	
Total Dwelling Units	n/a	n/a	n/a	
Base Units				
Inclusionary Bonus Units				
Base Lot Area / Unit (sq ft)				
Total Lot Area / Unit (sq ft)				
Building Height(s) (ft)	1-story/13'+/-	45'	1-story/13'+/-	
Front Yard Setback (ft)	0'	5' or match adjacent	0'	
Side Yard Setback (ft)	0'	10'	0'	
Side Yard Setback (ft)	0'	10'	0'	
Rear Yard Setback (ft)	4.2'	20'	4.2'	
Open Space (% of Lot Area)	17.8%	none	17.8%	
Private Open Space	17.8%		17.8%	
Permeable Open Space	17.8%		17.8%	
Other Open Space (Specify)				
Off-Street Parking Spaces	0	2	0	
Long-Term Bicycle Parking	0	0.21	0	
Short-Term Bicycle Parking	6	1.3	0	
Loading Bays	0	0	0	

Use space below and/or attached pages for additional notes:

Building is an existing structure. No changes to footprint are proposed.

As a small business in a business district that requires 4 or fewer spaces, the applicant is seeking exemption from off-street parking as per §6.32.1
As an enlargement, expansion or conversion of an existing building, where the difference between the bicycle parking required for the proposed building and the bicycle parking that would be required for the existing building (under this Section 6.100) equals fewer than two (2) bicycle parking spaces, the applicant is seeking exemption from Bicycle parking as per §6.103.2B

2. Supplemental Narrative

Dear Cambridge city planning board,

The applicant has met with the Cambridge Urban Design Team, and Community Development Department on Dec. 13, 2019 to discuss planning board comments and concerns. The applicant has also engaged with the Traffic Department Dec. 20, 2019 in relation to the special permit application. The applicant has also submitted a draft for review to the Cambridge Community development department on 1/22/20 prior to submitting final changes on 1/27/20.

As per the special permit review on 12/12/19 and discussions with the various city departments, Budega Inc. respectfully submits the following changes to the Special Permit application PB-355.

Exterior

Entry Door: The existing recessed entry is not currently compliant in either width or push/pull clearances on the door. In addition, it decreases the amount of customer capacity in the waiting room. The applicant has changed the location of the entry door to the right side of the storefront to allow for an efficient customer flow within the waiting vestibule. The new proposed storefront have both MAAB-compliant width and maneuverability clearances. The new proposed storefront also allows for an increased customer capacity.

Clear Façade/ Covered Façade: The applicant presents two options of facades.

- Option 1: A clear exterior façade allowing interior views of the waiting vestibule.
- Option 2: A covered exterior façade where artwork will be displayed to cover views of the interior-waiting vestibule.

As per the discussion with the Urban Design Team, the applicant is willing to move forward with a clear façade given it is compliancy with the CCC guidelines.

Awning: The applicant has added an awning to the exterior of the storefront. This will allow for storefront consistency with its abutter Temple Bar.

Interior

Bike Parking: The applicant is exempt from being required to install bike racks. The applicant has removed the bike racks from within the interior of the facility. The applicant has agreed to make an \$800 donation to the city of Cambridge to provide the city with bike racks. In addition, the applicant will be providing employees with Gold Level Blue Bike Share Memberships as well as subsidized MTBA Passes. Lastly, to improve overall transportation services, the applicant has also agreed to contribute \$35,000 to the city of Cambridge.

Trash: The applicant has created an area for trash storage on the first floor. Trash pick up from the facility will occur approximately two (2) times per week. The applicant will submit an operations plan to the city prior to building occupancy permit.

Additional POS: The applicant has included an additional POS station to increase operational flow of customers.

Site Plan

Site Plan Overlay: The planning board requested a dispensary overlay on the existing site plan. The applicant has provided the visual representation.

Planning Board Request for Information

Operations Plan: The Traffic department is satisfied with our facilities ability to manage the expected customers within the facility. As requested by the traffic department, the applicant will create a full operations plan prior to building occupancy permit.

Emergency Exit: The planning board requested information on the emergency exit. The facility has an actual occupancy of approx. 25 customers in the vestibule and inside the dispensary, with approx. 10 employees for a total of 35 +/- with a maximum occupancy of 49. This facility will use the front door as its primary emergency exit.

Rear Door Access: The rear door of the facility provides access to a public right of way onto Bowdin St. This is achieved through exiting from the facility rear exit, walking through the rear private yard onto the abutters brick walk path, which leads to the passageway for pedestrian egress. The landlord has an agreement with its abutters to allow access onto the abutter's property for purposes of exiting onto a public way.

Appointment only: The applicant has committed to an appointment only system for the first month of operation. The planning board has recommended the applicant to maintain an appointment only system for an ongoing basis. In order to manage all customers arriving to the facility, mitigate all customer overflow issues, and appropriately serve the neighborhood without queues outside the facility, the applicant will maintain an appointment only system until the facility is adequately able to manage customer demand.

Customer Management Systems: The planning board requested details on customer management systems to manage customer traffic at the retail dispensary. Below is a description of the various management systems.

- ***5 POS Stations:*** The applicant has added an additional POS station to allow for more efficient customer flow with the retail facility

- ***Appointments:*** The facility will allow customers to make appointments at all times prior to arrival.
- ***Online Ordering:*** The facility will allow customers to make orders online through the dispensaries website to allow of orders to be ready upon customers arrival.
- ***Mobile Ordering:*** The facility will allow customers to make orders through their cellphones via text message to the dispensary to allow orders to be ready upon customer's arrival.
- ***Customer waiting system:*** In the scenario that the dispensary is at full capacity, the facility will take phone numbers of the customers to text them when the dispensary is able to accommodate them. This system will be implemented upon the termination of appointment only system.

Deliveries: As per section 11.800 of Cambridge's City ordinance, "Retailers are prohibited from delivering cannabis or marijuana products to consumers; and from offering cannabis or marijuana products for the purposes of onsite social consumption on the premises of a Cannabis or Marijuana Establishment." As a result, the applicant will not make any deliveries of cannabis products to customers.

Contact with Abutters/ Neighborhood

The applicant will continue conversations with its Abutter Temple bar and its Landlord. The applicant has reached out to the abutter to schedule a meeting.

The applicant will present a project update to PSNA on Feb. 20 as a Neighborhood Update on Plans.

3. Revised Project Plans and Illustrations/ Amended Documents as of 1/27/20

1. Context Map
2. Existing Conditions Site Plan
3. Site Plan w/ Construction Plan Overlay
4. Existing Conditions Rear Parcel Site Plan
5. Existing Condition Floor Plan
6. Entry Vestibule Options
7. Revised Schematic Design Floor Plan
8. Revised Schematic Gross Area Floor Plan
9. Revised Schematic Net Area Floor Plan
10. Proposed Elevations
11. Existing Exterior Façade Condition Photograph
12. Revised Exterior Façade Rendering
13. Revised Interior Waiting Vestibule Rendering
14. Revised Interior Dispensary Rendering