SUMMARY JOINT STAFF REPORT

The template below is for an approximately 2-page project synopsis that is supplied in advance to the Commissioners.

Instructions:

1. Please delete the italicized instructions as you go.
2. Use project plans and traffic studies to respond.
3. Please consult the official [EV Readiness Policy](https://www.boston.gov/sites/default/files/file/2020/03/EV%20Readiness%20Policy%20For%20New%20Developments%20%287%29.pdf) for electric vehicle infrastructure requirements. You may use the [requirement equivalency calculator](https://www.boston.gov/sites/default/files/file/2020/03/Interactive%20EV%20Requirement%20Equivalence%20Calculator_2.xlsx) if applicable.
4. Please consult the official [bike guidelines](https://www.boston.gov/sites/default/files/file/2020/01/2020%20Bike%20Parking%20Guidelines.pdf) for bicycle parking requirements.
5. Please create a locus map that includes enough of the surrounding area to be recognizable, in case Commissioners are unfamiliar with the exact location.
6. If data is unavailable, please enter N/A for not available.

You may contact the Transportation Planner for your project’s neighborhood or the Air Pollution Control Commission ([apcc@boston.gov](mailto:apcc@boston.gov)) with any questions.

| **APPLICATION OVERVIEW** | |
| --- | --- |
| **Facility Name:** | *Name* |
| **Facility Address:** | *Street address* |
| **Applicant:** | *Entity name* |
| **Date of application:** | *MM/DD/YYYY* |
| **Number of spaces (total):** |  |
| Commercial: | *Number of Spaces* |
| Residential: | *Number of Spaces* |
| Exempt: | *Number of Spaces* |
| **Hearing Date:** | *MM/DD/YYYY* |
| **DESCRIPTION OF PROPOSED FACILITY** | |
| **Location:** | *Tax parcel ID and geographical coordinates, attach the locus map* |
| **Use (e.g., residential, commercial, mixed use):** |  |
| **Brief facility description (max. 2 sentences):** |  |
| **Anticipated facility volume (including days and times):** | *Include breakdown by days and times.* |
| **Turning movements:** | *Include entrance/exit locations and loading docks if applicable.* |
| **Accident experience in vicinity:** | *You may consult the Vision Zero* [*crash map*](https://apps.boston.gov/vision-zero/)*.* |
| **Nearest Public Transit:** | *You may consult Google Maps for closest MBTA options.* |
| **Facility Walk Score:** | *You may consult* [*Walk Score*](https://www.walkscore.com/)*.* |
| **Established Parking Ratio:** | *Include established BTD parking ratio and how the proposal compares (if applicable).* |
| **Electric vehicle charging:** |  |
| Equipped with chargers: | *Number of Spaces, Charger Type (e.g., Level 2, DC)* |
| EV Ready: | *Number of Spaces* |
| Anticipated method of tracking EV usage: | *Brief description (max. 2 sentences)* |
| **Bicycle parking:** |  |
| Spaces: | *Number of Spaces* |
| Additional facilities: | *(E.g., shower, repair station)* |
| **Other factors for consideration:** | *Include items that you think are important for the Commission to know, e.g. other travel demand management measures, on-site energy storage, solar canopy, or other mitigation measures.* |
| **TRANSPORTATION PLANNING OBJECTIVES**  *Is your project consistent with the following transportation planning objectives?* | |
| It will not add off-street parking in an area that is already adequately served by existing Commercial Parking Facilities or that has adequate transit access | *Please note any existing commercial parking facilities in the vicinity, current transit access, and any narrative information to demonstrate that the area is not adequately served by commercial parking facilities or that the area does not have adequate transit access.* |
| It will not contribute significantly to traffic flows during peak traffic periods | *Please provide any necessary information to demonstrate that the facility will not contribute significantly to traffic flows during peak traffic periods.* |
| It is located and designed so that the surrounding sidewalks and streets are sufficient to accommodate pedestrians and vehicular movements | *Please provide any necessary information to demonstrate that the public realm is designed to accommodate pedestrians and vehicular movements.* |
| It directly serves development in the surrounding area | *The surrounding area is defined in the APCC regulations as the area located within 300 feet of a proposed facility.* |
| Its design, including height, bulk, ground floor use, and landscaping, is in accordance with, and consistent with, architectural and land use patterns in the surrounding area and is itself aesthetically pleasing | *Please provide any necessary information to demonstrate that the project is consistent with any applicable land use, design or historic preservation guidelines.* |