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HANS LARSEN
EXECUTIVE DIRECTOR OF GENERAL GOVERNMENT

To: Meghan Jop

From: Hans Larsen 

Date: July 31, 2013

Subject: Project of Significant Impact PSI-06-01, 576 Washington Street (Wellesley Inn)
Updated Municipal Service Impact Analysis

At their meeting on Monday, July 29, 2013, the Board of Selectmen voted to find that, with the changes of an additional 9 housing units on-site and an increase in commercial space of 500 square feet (totaling 9,500 sq ft) for the Wellesley Inn redevelopment, and subject to the provisions of the First Amendment of Memorandum of Agreement, dated March 11, 2013, the minimum service standards identified in the PSI-06-01 relative to traffic and pedestrian safety previously identified continue to be met.

The Board also agreed to forward the following recommended conditions to the Planning Board:

1. Following the first anniversary of the issuance of a certificate of occupancy for the twenty-five (25) market rate residential units, at a date to be approved by the Executive Director, but not before 80% of the units are occupied, the applicant will perform an updated traffic study, such study to include:
 - Traffic analysis and trip counts at the site drive; the intersection of Grove, Washington and Central Streets; the intersection of Spring and Grove Streets; and the intersection of Cameron and Washington Streets during the AM and PM peak periods and Saturday midday.
 - Analysis of the impact of the curb extensions on Grove Street at the site drive and on Washington Street at the Church Street crosswalk.

- Analysis of the impact of any retail loading parking restrictions implemented on Grove Street or Washington Street.
- Recommendations regarding any signal timing adjustments warranted at the studied intersections.

Following completion of the traffic study, the applicant will meet with the Town's Planning Director and Executive Director to discuss the need for any modification of the curb extensions, retail loading restrictions or signal timing at the studied intersections. In addition, the applicant shall be responsible for funding the cost of any such modifications.

2. Subject to approval by the Board of Selectmen, the applicant is proposing the Town restrict use of certain on-street parking spaces on Washington Street and Grove Street for retail loading/unloading purposes only during the hours from 6:00 to 10:00 AM. The applicant will incorporate into leases, for commercial space at the property, provisions prohibiting retail loading/unloading and trash removal during the period from 8:00 PM to 6:00 AM, unless mutually agreed with the Town. The same time restriction shall also apply to trash removal for the market rate and affordable residential units.
3. In order to minimize the impact to on-street parking, the applicant will incorporate into leases, for commercial space at the Property, provisions requiring employees driving to the property to make arrangements for parking at off-site locations, such as one of the municipal parking lots in the area (i.e., not on-street). Upon request of the Executive Director, the applicant will forward copies of the relevant provisions of executed leases to the Selectmen's office at Town Hall (c/o of the Executive Director) to confirm the inclusion of such provisions.
4. Prior to issuance of a certificate of occupancy for any of the twenty-five (25) market rate residential units, the applicant will develop and review with the Planning Director and Executive Director a parking management plan to encourage owners of the residential units to make their unoccupied parking spaces within the garage available on a temporary basis for their service providers, such plan to include a process for encouraging the owners' participation.

We remain available to answer any questions you may have.