



DATE OF APPLICATION: 8/26/2020

GENERAL APPLICATION INFORMATION

PARCEL ID#: 0101666005

Request a New Parking Freeze Permit

Modify an Existing Parking Freeze Permit

POINT OF CONTACT: Kathleen Keen, VHB

PHONE NUMBER: 617-607-2970

EMAIL: kkeen@vhb.com

FACILITY INFORMATION

FACILITY NAME: Park Shuttle & Fly

FACILITY ADDRESS: 320 McClellan Highway

Street East Boston, MA 02128 State, Zip

City Park Shuttle & Fly c/o John Damore Jr.

OPERATOR NAME:

OPERATOR ADDRESS: 320 McClellan Highway

Street East Boston, MA 02128

City State, Zip

OPERATOR PHONE: 617-569-4545

NEIGHBORHOOD

Downtown Boston

South Boston

x East Boston

NEIGHBORHOOD SPECIFIC INFORMATION: (Please list the number of each type of space)

EAST BOSTON

Park and Fly Spaces: 575

IMPORTANT APPLICATION INFO

PAYMENT

Please include a check or money order made payable to the City of Boston, Air Pollution Control Commission. The fee is \$10 per parking space. Application and renewal fees only currently apply to locations within the South Boston Parking Freeze Zones.

WHERE TO SEND

We prefer you email your application and supporting documents to APCC@boston.gov. You can mail your application, documents, and payment to:

Air Pollution Control Commission Boston City Hall 1 City Hall Square, Room 709 Boston, MA 02201

WRITTEN PROOF

Please attach written proof that the applicant is the owner of record or has written approval from the owner of record to file this application.

WHAT NOT TO SEND

You'll need to put together at most six paper copies of your application. Do not deliver them to us too far in advance in case there are any changes. About two weeks before your hearing date is fine



FREEZE AREA INFORMATION:

DO YOU OR WILL YOU CHARGE FOR PARKING:

- Yes, No, Not Sure

CURRENT OR PROPOSED PARKING METHOD:

- Valet, Self-parking, Surface Lot, Garage

TOTAL NUMBER OF SPACES: 575

TOTAL FACILITY SQUARE FOOTAGE: +/- 125,300 sf

NUMBER OF NEW SPACES: 0

RATIO OF RESIDENTIAL SPACES TO RESIDENTIAL UNITS: n/a

NUMBER OF EXISTING SPACES: 575

PLEASE LIST TOTAL BUILDING SQUARE FOOTAGE BY USE TYPE

(E.g. 100,000 s.f. commercial, 200,000 s.f. residential, etc.)

Use is Park Shuttle & Fly facility, no building associated with the operation.

Please verify all the information above. In anticipation of the application being in all respects an accurate and complete document; please mail the application fee (\$10 per parking space) to our office.

Application and renewal fees only currently apply to locations within the South Boston Parking Freeze Zones.

I hereby attest that this document contains, in all respects, true, accurate and complete information.

Signed, [Signature] Date 8/26/2020

Print Name, Kathleen Keen

IMPORTANT APPLICATION INFO

Attach a site plan of the parking facility showing:

- location of the facility; layout of the spaces; entry and exit points; total square footage of the parking area; location and amount of electric vehicle parking; location and amount of bicycle parking.

STATEMENT OF NEED

A general description of the facility and the parking needs of the project, local entities, and patrons that the proposed facility will serve. Any written support (letters, etc.) that you wish to supply in support of this statement should be attached

HISTORIC DISTRICT WORK

If you are working in a historic district or on a designated landmark, you should consult with the appropriate historic or architectural commission. Visit boston.gov/landmarks before starting any work.



To: Alison Brizius, Director
Boston Air Pollution Control
Commission
1 City Hall Square, Room 709
Boston, MA 02201

Date: August 26, 2020

Memorandum

Project #: 14627.00

From: Kathleen Keen, PE

Re: Statement of Need
East Boston Parking Freeze Permit Modification Application
Permits APCC ID #EB-02 & #EB-03
320 & 380 McClellan Highway
East Boston, MA 02128

Introduction

VHB on behalf Cargo Ventures, LLC (the Applicant) is submitting two applications for modification of two existing East Boston parking freeze permits (APCC ID #EB-02 & #EB-03) for the existing Park Shuttle & Fly facility located at 320 & 380 McClellan Highway in East Boston. The two existing permits encompass a total of 702 parking spaces. The Applicant is proposing to relocate the existing Park Shuttle & Fly facility to 440 McClellan Highway in East Boston and modify the existing permits to reflect the new facility address. In addition, the Applicant is requesting the Commission consolidate the two permits into one master permit, which would be associated with the Park Shuttle & Fly operation at both the existing (320 & 380 McClellan Highway) and future (440 McClellan Highway) facility locations.

The Applicant, or an affiliate of the Applicant, owns or holds an option with respect to the properties associated with both the existing permits (320 & 380 McClellan Highway) as well as the future property (440 McClellan Highway). Additional detail of the Applicant's ownership and relationship to the Park Shuttle & Fly operation is provided in a separate letter included in the application materials.

The following sections document the purpose of the modification request, provide an overview of operations at the existing and future facilities, and recommend permit conditions.

Purpose

The purpose of these permit modification applications is to maintain the existing Park Shuttle & Fly operation at its current capacity of 702 parking spaces at the future location (440 McClellan Highway) while also allowing for future redevelopment to occur on both the existing (320 & 380 McClellan Highway) and future (440 McClellan Highway) parcels.

These applications are an interim step for the Applicant as they continue to plan the future redevelopment of the three parcels. The Applicant's long-term redevelopment plan includes a state of the art parking garage at 440 McClellan Highway which would accommodate both the Park Shuttle & Fly operation (702 parking spaces) as well as additional parking spaces designated for employees of the tenant(s) in the building. Due to the complexities associated with the long-term redevelopment plan and construction phasing, it will be necessary to have an interim condition which relocates the Park Shuttle & Fly operation to 440 McClellan Highway and operates it under a



Memorandum

valet-managed surface parking lot. Additional details of the future facility (both interim and long-term conditions) are discussed below.

Existing Facility

The existing Park Shuttle & Fly operation is located at 320 & 380 McClellan Highway in East Boston and operates under two existing parking freeze permits (APCC ID #EB-02 & #EB-03) which allow for a total of 702 spaces. Park Shuttle & Fly has been in operation since 1975 and provides off-site parking for Logan Airport. Customers of Park Shuttle & Fly are shuttled between the facility and airport. Park Shuttle & Fly is the only remaining off-airport parking facility located in East Boston and provides discounted parking options for patrons of Logan Airport while also reducing vehicle trips to/from Logan Airport itself.

The existing facility is accessed via one gated driveway and the number of parked vehicles is monitored utilizing an electronic system (NetPark) to ensure the facility is in compliance with its permits. Customers of Park Shuttle & Fly make a reservation which includes details on arrival and departure date and time. This allows the facility operator to calculate the daily parking demand and to ensure that more than 702 vehicles are not parked at any time. The existing Park Shuttle & Fly facility includes a mix of self-parking and valet-parking.

Future Facility

Interim Condition (Focus of these Applications)

The entire Park Shuttle & Fly operation is proposed to be relocated from its existing location at 320 & 380 McClellan Highway to 440 McClellan Highway. The existing buildings and associated loading areas located on the 440 McClellan Highway will be maintained, and existing employee parking for tenants of the 440 McClellan Highway building will be relocated to the adjacent parcel at 480 McClellan Highway. The 480 McClellan Highway parcel is leased by the Applicant. Total parking supply for the tenants of 440 and 480 McClellan Highway will be reduced, but still meet zoning requirements. It is noted that this existing parking for 440 and 480 McClellan Highway is not subject any parking freeze restrictions or limitations.

Under the interim future plan, the entire 702 space Park Shuttle & Fly operation will be accommodated on a surface lot using a valet-parking method. The proposed facility will include the same type of monitoring system that is utilized at the existing facility to monitor parking demand and maintain compliance with the permit. An interim future site plan is provided as part of the application materials. The Applicant and Park Shuttle & Fly operator will closely monitor the use of both the existing and future facilities at the time of the relocation to the new facility to ensure that no more than 702 spaces (between both facilities) are utilized. It is important that the Park Shuttle & Fly operation be maintained at its maximum capacity (702 parking spaces) during the relocation since it provides both a discounted parking option for patrons of Logan Airport and reduces vehicle trips to/from Logan Airport itself.



Memorandum

The future parking facility will adhere to the current City of Boston's Electric Vehicle (EV) Readiness Policy to provide 25-percent of parking spaces EV installed and 75-percent of parking spaces EV ready, or the equivalent. The future facility will include DCFC – 150 KW chargers which will serve 30 parking spaces. Provision of DCFC – 150 KW chargers serving 30 parking spaces results in 720 equivalent points which exceeds the requirement of 702 points.

As the Park Shuttle & Fly facility's function is to accommodate off-site motor vehicle parking for Logan Airport, bicycle travel to the site is not encouraged or proposed to be accommodated at the future site. Travelers to and from Logan Airport seeking to travel via alternate modes can do so by utilizing the MBTA service, Logan Express, or private shuttle services.

Long-term Condition (*To be covered under a Future Application*)

The Applicant is planning to redevelop both the existing (320 & 380 McClellan Highway) and future (440 McClellan Highway) parcels. As part of this redevelopment, a state of the art parking garage in compliance with all current city and state requirements will be constructed at 440 McClellan Highway and accommodate both the Park Shuttle & Fly operation (702 parking spaces) as well as additional parking spaces designated for employees of the tenant(s) in the building. The construction of the parking garage will be completed in phases, and in order to maintain the Park Shuttle & Fly operation at its maximum capacity (702 parking spaces) during construction, it will be necessary locate the Park Shuttle & Fly spaces between the three parcels (320, 380, & 440 McClellan Highway) during the construction. Enabling these spaces to be located at 440 McClellan Highway (as requested as part of these applications and detailed in the above section) is considered Phase 1. These spaces (or a portion of) will be relocated gradually during construction until the garage is fully constructed and able to be occupied. The Applicant will maintain a detailed monitoring system to ensure that at no time no more than 702 parking spaces exist on in total on the three parcels during the multi-year construction of the parking garage. It is important that the Park Shuttle & Fly operation be maintained at its maximum capacity (702 parking spaces) during construction since it provides both a discounted parking option for patrons of Logan Airport and reduces vehicle trips to/from Logan Airport itself.

As the Applicant develops the final garage plans and detailed construction phasing plans, they will file another application for modification of their then existing permit(s) with the for review by the Commission. Furthermore, the Applicant is committed to adhering to the current City guidelines when designing and permitting the long-term redevelopment plan and parking garage.

Permit Conditions

As previously noted, the Applicant is requesting the Commission consolidate the two existing permits into one master permit, which would be associated with the Park Shuttle & Fly operation at both the existing (320 & 380 McClellan Highway) and future (440 McClellan Highway) facility locations.

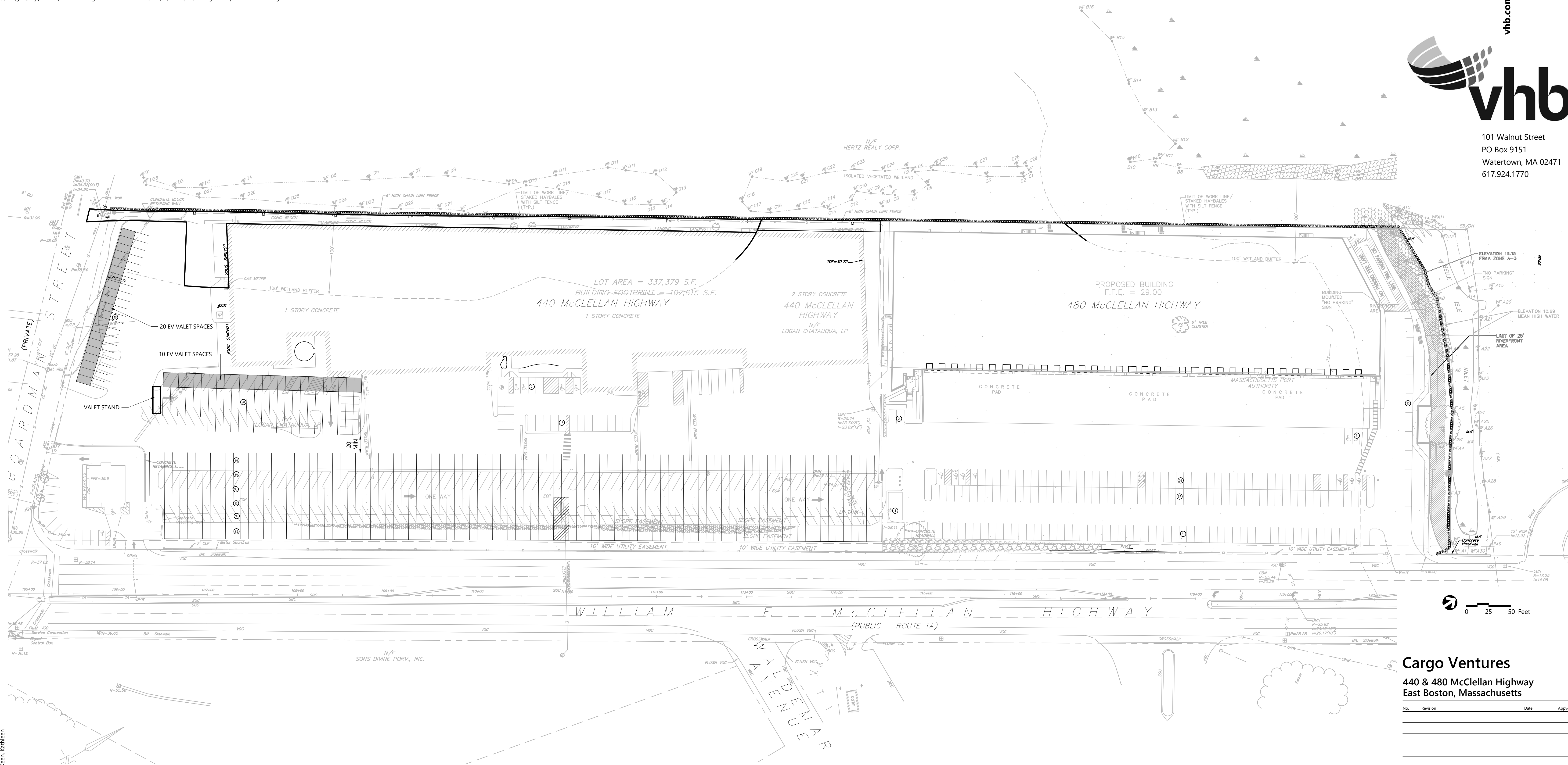
From: Kathleen Keen, PE
Ref: 14627.00
August 26, 2020
Page 4



Memorandum

In addition, based on conversations with BAPCC staff, the Applicant suggests special conditions related to the following aspects be included in the permit. The Applicant will work with BAPCC staff and Commission members to finalize the language of the conditions.

- This permit shall be valid for up to three (3) years from the date of issuance. If, at the end of the maximum three-year permit period the project is not completed, an extension may be granted. If an extension is not granted, the future conditions plan reviewed in the BAPCC hearing on September 16, 2020 will no longer be approved by the BAPCC and the permit will only apply the Park Shuttle & Fly facility at 320 & 380 McClellan Highway (a reversion back to the permits as previously held prior to the September 16, 2020 hearing).
- At no time during the relocation or construction of the future parking facility will more than 702 parking spaces associated with the Park Shuttle & Fly operation exist in total across the properties at 320, 380, & 440 McClellan Highway.



Parking Summary Chart

Description	Spaces				Total
	EV Valet - PSF	Valet - PSF	ADA - Exempt	Standard - Exempt	
440 McCLELLAN	30	672	4	16	722
480 McCLELLAN	0	0	9	180	189
TOTAL SPACES	30	672	13	196	911

NOTE: VALET PARKING SPACE DIMENSIONS ARE CONSISTENT WITH THE EXISTING PARK SHUTTLE & FLY FACILITY.

Parking Requirements:

WAREHOUSE	271,165 SF	x	1 SPACES / 1,600	=	169 SPACES
					TOTAL PARKING REQUIRED = 169 SPACES

Cargo Ventures
440 & 480 McClellan Highway
East Boston, Massachusetts

No.	Revision	Date	App'd.

Designed by: _____ Checked by: _____
Issued for: _____ Date: _____

August 26, 2020

Not Approved for Construction
Drawing Title: **Future Parking Layout**
APCC ID #EB-02 & #EB-03

Drawing Number

C-1

Sheet of 1 1

Project Number
14627.01