

Ref: 8441

March 7, 2022

Ms. Sue Brown  
Town Planner  
Town of Manchester-by-the-Sea  
10 Central Street  
Manchester-by-the-Sea, MA 01944

Re: Response to Requests for Information  
The Sanctuary at Manchester-by-the-Sea – School Street  
Manchester-by-the-Sea, Massachusetts

Dear Ms. Brown:

Vanasse & Associates, Inc. (VAI) is providing an update with regard to the requests for information that were made at the February 9, 2022 Zoning Board of Appeals (ZBA) concerning The Sanctuary multifamily residential development to be located off School Street in Manchester-by-the-Sea, Massachusetts (hereafter referred to as the “Project”). These requests were outlined in the February 18, 2022 letter from Ms. Sarah Mellish, ZBA Chair, and are listed below followed by our response on behalf of the Applicant.

### **Requests Made at the February 9, 2022 Meeting**

**Request 1:** *ADA Compliant Sidewalk Design: You agreed to satisfy this request by 3.9.22*

**Response:** The Applicant has not yet completed its feasibility assessment of constructing an ADA Compliant Sidewalk from the project entrance to School Street. The Applicant plans to provide an exhibit prior to the March 23, 2022 public hearing illustrating a possible design option. The Applicant may agree to construct the sidewalk conditional on there being a sidewalk along School Street on the project side of the roadway.

**Request 2:** *Driveway Length: Explanation of need for an 1,800 foot long driveway with no emergency egress, curvature to the road, including alternate designs considered*

**Response:** Allen & Major Associates provided a memorandum dated March 3, 2022 that provided the requested information.

**Request 3:** *Driveway Maintenance & Operations Plan, including Snow Removal Plan*

**Response:** The Applicant can provide a driveway maintenance and operations plan inclusive of the snow removal strategy at a future public hearing in combination with an update on the schematic plan.

**Request 4:** *Total Parking Spaces: For each property in the list of comparable properties with respect to total parking spaces, provide number of bedrooms, proximity to transportation and other services, such as grocery stores and restaurants*

**Response:** The requested information was provided in VAI’s February 28, 2022 response letter and has been reviewed by EP on behalf of the ZBA. It our opinion that the information that has been provided by VAI and with consideration of parking demand data for multifamily residential communities that are not located proximate to public transportation as documented by the Institute of Transportation Engineers (ITE) and the Urban Land Institute (ULI) support the parking ratio for the Project (1.78 parking spaces per unit), inclusive of guest parking.

**Request 5:** *Guest Parking: Explain adequacy of 16 guest spaces, overflow plan and evacuation plan for all vehicles on the property*

**Response:** The Applicant is comfortable with the adequacy of exterior guest parking, which is also supported by the parking demand data provided in VAI’s February 28, 2022 response letter and the data that is available from ITE and ULI for multifamily residential communities. If all guest spots are occupied, the Applicant would be comfortable with a condition which allocated an additional 10 parking spaces in the garage for overflow guest parking. An evacuation plan for vehicles is not a requirement for a project under M.G.L. Chapter 40B.

**Request 6:** *Traffic Improvements Design and Cost: 128 ramps, other congested intersections, motion activated pedestrian lights on School St. at development and 128 ramps on east side of School St., street lights and potential mitigation plan.*

**Response:** Information pertaining to the transportation infrastructure improvements and a “fair share” cost allocation to the project was provided in VAI’s February 28, 2022 response letter and has been reviewed by EP on behalf of the ZBA. EP issued follow-up comments in a memorandum dated March 4, 2022, to which VAI will provide additional supplemental information that will substantiate the cost estimates that form the basis of the “fair share” cost allocation to the project. This information will be available prior to the March 23, 2022 ZBA hearing.

**Request 7:** *Summer Traffic Analysis: impact of the project on traffic heading to the beach through downtown MBTS and beach parking*

**Response:** MassDOT’s *Transportation Impact Assessment (TIA) Guidelines* require that transportation analyses for development projects in the Commonwealth assess impacts under “average-month” conditions. This standard was followed and documented in the December 2021 Updated *Transportation Impact Assessment* (the “December 2021 TIA”) prepared by VAI in support of the Project, and affirmed as a part of EP’s review.

We do not expect that the Project will generate materially different traffic during the summer when compared to the conditions that were assessed in the TIA; however, it would be reasonable to assume that there may be more off-peak travel during the summer. With regard to baseline traffic volumes on School Street and other area roadways that convey traffic to the waterfront area, traffic volumes during the summer months are approximately 12 percent higher than those under average-month conditions.



The Project is expected to add less than 10 vehicles to Route 127 (Central Street/Union Street) during the peak-hours, a level of impact that was shown to result in an incremental increase in average motorist delay that was characterized by an increase in vehicle queuing of up to one (1) vehicle over conditions without the Project. Under summer month conditions, motorist delays and vehicle queuing will increase as a result of the increase in traffic destined to the waterfront; however, the relative impact of the Project on motorist delays and vehicle queuing would be the similar to that under non-summer month conditions noting that vehicle queues will be longer under summer month conditions independent of the Project.

**Request 8:** *MBTA Parking Analysis: impact of the project on parking available at the MBTS commuter rail station*

**Response:** The Manchester-by-the Sea Commuter Rail Station is served by 71 parking spaces that are managed by the Town Parking Clerk with no fee currently charged for parking. A review of recent (through 2022) Google® imagery indicates that the commuter parking area is currently at capacity on a weekday. As such, residents of the Project would be afforded the same opportunity for parking as other residents of the Town on a space availability basis. We note that short-term parking (30 minute) parking is available for passenger drop-off/pick-up.

We believe that this information is responsive to the requests for information from the February 9, 2022 ZBA hearing that were listed in the February 18, 2022 letter from Ms. Mellish. If you should have any questions or would like to discuss our responses in more detail, please feel free to contact me.

Sincerely,

VANASSE & ASSOCIATES, INC.



Jeffrey S. Dirk, P.E., PTOE, FITE  
Managing Partner

*Professional Engineer in CT, MA, ME, NH, RI, and VA*

JSD/jsd

