

Ref: 8294

May 30, 2019

Ms. Mary F. Savage Dunham, AICP, CFM  
Director of Community Planning  
Town of Hingham  
210 Central Street  
Hingham, MA 02043

Re: Traffic Engineering Peer Review  
Proposed Mixed-Use Development – 25-33 Central Street  
Hingham, Massachusetts

Dear Mary:

Vanasse & Associates, Inc. (VAI) has completed a review of the materials submitted on behalf of Respond Ventures, LLC (the “Applicant”) in support of the proposed mixed-use development to be located at 25-33 Central Street (Route 3A) in Hingham, Massachusetts (hereafter referred to as the “Project”). Our review focused on the following specific areas as they relate to the Project: i) vehicle and pedestrian access and circulation; ii) Massachusetts Department of Transportation (MassDOT) design standards; iii) Town Zoning requirements as they relate to access, parking and circulation; and iv) accepted Traffic Engineering and Transportation Planning practices.

The Applicant submitted applications for Site Plan Approval and for the issuance of a Special Permit A2 and a Special Permit A3 (Parking Waiver),<sup>1</sup> along with the following supporting materials which are the subject of this review:

- *Existing Conditions Plan* for 25 & 33 Central Street in Hingham, MA; Ross Engineering Company Inc.; November 9, 2018, no revisions;
- *Site Plan* for 25 & 33 Central Street in Hingham, MA; Ross Engineering Company Inc.; April 3, 2019, no revisions;
- *First Floor Plan*, 25 – 33 Central Street, Hingham, MA; Kevin Neprud & Associates; May 12, 2019, no revisions; and
- *Traffic and Parking Impact Statement*, Proposed Mixed-Use Development, 25 – 33 Central Street, Hingham, MA; MDM Transportation Consultants, Inc.; April 3, 2019.

In addition, VAI reviewed the site locus in order to validate the existing conditions context of the Project and the study area that was assessed in the April 3, 2019 *Traffic and Parking Impact Statement* (the “April 2019 TPIS”), and to observe factors that could impact the design and location of the access to the Project site and potential off-site improvements.

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<sup>1</sup>The parking associated with the yoga studio will require that a determination be made as to the adequacy of parking to support the use. As such, it has been assumed that the Applicant will amend or refile the Application for a Special Permit A3 to include a request for both a Parking Determination and a Parking Waiver.

Based on our review of the April 2019 TPIS and the accompanying *Site Plan*, we have determined that the materials were prepared in a professional manner and following the applicable standards of care. That being said, the Applicant should address the following comments that were identified as a part of our review, a detailed summary of which is attached:

### **April 2019 TPIS**

The Project is predicted to result in similar traffic volumes to the uses that will be removed to accommodate the Project. As such, we concur that a formal Transportation Impact Assessment is not warranted; however, the following information should be provided by the Applicant to demonstrate that safe and efficient access is afforded to the Project site and that the Project has been planned and designed to incorporate existing and planned future transportation infrastructure accommodations:

1. A description of existing and proposed pedestrian and bicycle accommodations along Central Street should be provided along with a discussion of how these accommodations have been integrated into the Project.
2. A description of available public transportation services and their proximity to the Project site should be provided.
3. A review of motor vehicle crash data should be provided for Central Street proximate to the Project site and for the South Street/Central Street intersection.
4. A sight distance assessment should be provided for the Project site driveway intersection with Central Street based on the posted speed limit or a 5 mile per hour (mph) increase thereof to represent a reasonable design speed. This assessment should incorporate a grade correction for the stopping sight distance along Central Street.
5. Recommendations should be provided for access control to the parking garage given that the garage access can only accommodate travel in one direction at a time.
6. Recommendations for a Transportation Demand Management (TDM) program should be provided inclusive of the following elements:
  - The owner or property manager should become a MassRIDES employer partner to facilitate and encourage healthy transportation options for residents and employees of the Project;
  - Information regarding public transportation services, maps, schedules and fare information should be posted in a central location and/or otherwise made available to residents and employees;
  - A “welcome packet” should be provided to new residents and employees detailing available public transportation services, bicycle and walking alternatives, and commuter options available through MassRIDES and their Bay State Commute program which rewards individuals that choose to walk, bicycle, carpool, vanpool or that use public transportation to travel to and from work;
  - Residents and employees should be made aware of the Emergency Ride Home (ERH) program available through MassRIDES, which reimburses employees of a participating MassRIDES employer partner worksite that is registered for ERH and that carpool, take transit, bicycle, walk or vanpool to work;



- Pedestrian accommodations should be incorporated into the Project to link the existing and proposed buildings to the sidewalk infrastructure along North Street;
- A mail drop should be provided in a central location within each building; and
- Secure bicycle parking should be provided consisting of: i) exterior bicycle parking conveniently located proximate to the building entrance; and ii) weather protected bicycle parking located in a secure area within the proposed parking garage that is accessible to residents of both buildings and employees.

### **Site Plans**

1. A truck turning analysis should be provided for the Hingham Fire Department design vehicle and a single-unit (SU) truck. The turning analysis should be performed for the areas that will be accessed by the subject vehicles and demonstrate the turning maneuvers that are required.
2. The Applicant should confirm that deliveries by tractor semi-trailer combinations are not expected at the Project site.
3. A description of the access control system that will be used for the parking garage should be provided, including how access to the residential parking spaces will be managed.
4. The Central Street access to the parking garage should be 20-feet in width to accommodate two-way travel and should be set-back a minimum of 20-feet from the edge of the traveled-way along Central Street so that a vehicle queued to enter the garage does not impede the flow of traffic along Central Street.
5. While the circulating aisle within the parking garage is 24-feet in width, the garage doors afford a width of 14-feet, which permits travel in one direction only. A discussion should be provided of how one-way traffic will be managed within the parking garage.
6. A note should be added to the Site Plans stating: “All Signs and pavement markings to be installed within the Project site shall conform to the applicable specifications of the Manual on Uniform Traffic Control Devices (MUTCD).<sup>2</sup>”
7. The sight triangle areas for the Project site driveway intersection should be shown on the Site Plans along with a note to indicate: “Signs, landscaping and other features located within sight triangle areas shall be designed, installed and maintained so as not to exceed 2.5-feet in height. Snow windrows located within sight triangle areas that exceed 3.5-feet in height or that would otherwise inhibit sight lines shall be promptly removed.”
8. A narrative should be provided indicating how tenant moves will be managed. The location of the moving vehicle staging area(s) should be reflected in the truck turning analysis and include the required maneuvers for the subject vehicle to enter and exit the Project site.

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<sup>2</sup>Manual on Uniform Traffic Control Devices (MUTCD); Federal Highway Administration; Washington, D.C.; 2009.



9. A narrative should be provided indicating how trash/recycling will be managed for the Project, including the location where these items will be picked-up. The pick-up location should be reflected in the truck turning analysis.
10. We do not support the proposed installation of a crosswalk across Central Street at the Project site given the approach grade on Central Street.
11. An exterior bicycle rack should be provided at an appropriate location proximate to the building entrances and shown on the Site Plans. We note that a weather protected bicycle storage area is provided within the parking garage. This storage area should be available to residents, employees and patrons of the Project.
12. Consideration should be given to accommodating electric vehicle (EV) charging stations within the Project.
13. The Applicant should submit a construction management plan (narrative). This plan should define the hours of construction and include specific requirements that limit construction worker parking to within the Project site. In addition, the plan should include measures to encourage carpooling and to reduce off-site trips.

### **Parking**

1. The parking garage layout includes five (5) parking spaces in the eastern portion of the garage and accommodations for 18 vehicles to park in the western portion which are separated by a garage door. The Applicant should explain the parking assignment that is proposed and how the access control and parking management will be applied to residents, visitors, employees and patrons.
2. The tandem parking spaces should be assigned to the residential use.
3. Information on the operation of the mechanical lift system should be provided. These spaces should also be assigned to the residential use.
4. On-street parking should be prohibited along the Project site frontage, excepting within the porte-cochère which should be designated by signs as a 15-minute loading zone.

Written responses to our comments should be provided so that we may continue our review of the Project on behalf of the Town.



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This concludes our review of the materials that have been submitted to date in support of the Project. If you should have any questions regarding our review, please feel free to contact me.

Sincerely,

VANASSE & ASSOCIATES, INC.



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

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

JSD/jsd

Attachment

cc: File

**PROPOSED MIXED-USE DEVELOPMENT  
TRAFFIC ENGINEERING PEER REVIEW  
MAY 30, 2019**

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The following details Vanasse & Associates, Inc.'s (VAI's) review of the materials submitted in support of the proposed mixed-use development to be located at 25–33 Central Street in Hingham, Massachusetts (hereafter referred to as the “Project”). Our comments are indicated in *italicized* text, with those requiring responses or additional information **bolded**.

**PROJECT DESCRIPTION**

The Project will entail the demolition of the existing commercial buildings and associated appurtenances located at 25 and 33 Central Street, respectively, to accommodate the construction of a three-story, 26,000± square foot (sf) mixed-use building that will include 1,500± sf of commercial space on the first floor and eight (8) multifamily residential units on the second and third floors. The Applicant has indicated that they hope that the retail unit will be occupied Krigsman Yoga, a current tenant of 25 Central Street. The Project site consists of two parcels of land that encompass a combined area of approximately 0.24± acres (10,583± sf) that is bounded by the Hingham Community Center to the north, a residential property to the south, Central Street to the east, and a commercial property to the west.

Access to the Project site will be provided by way of a new driveway that will intersect the west side of Central Street approximately 185 feet south of South Street. In addition, a covered porte-cochère is also proposed curbside along the Project site frontage on Central Street.

On-site parking will be provided for 23 vehicles in a parking garage that will be located on the ground level (first floor) of the proposed building and will include three (3) handicapped accessible spaces. The parking supply will consist of nine (9) standard parking spaces, four (4) tandem parking spaces and 10 mechanical lift parking spaces. The Applicant has indicated that 16 parking spaces will be allocated to the residential units, or a parking ratio of 2.0 spaces per unit, with the remaining seven (7) parking spaces for use by the commercial space, or a parking ratio of 4.7 parking spaces per 1,000 sf.

**APRIL 2019 TRAFFIC AND PARKING IMPACT STATEMENT**

**General**

**Comment:** The April 2019 *Traffic and Parking Impact Statement* (the “April 2019 TPIS”) was prepared in a professional manner and following the applicable standards of care, and was prepared under the responsible charge of Daniel J. Mills, P.E. (Massachusetts Registered Professional Engineer No. 41753, Civil).

**Impact Assessment**

The Project represents the replacement of existing commercial uses (office building, yoga studio and an automotive storage garage) with a proposed mixed-use development that is predicted to result in similar traffic volumes. As such, the Applicant's engineer provided a comparative assessment of the traffic characteristics of the existing and proposed uses using trip-generation statistics published by the Institute



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of Transportation Engineers (ITE)<sup>3</sup> and parking data for a health club obtained from the Urban Land Institute (ULI),<sup>4</sup> the results of which are summarized in the table below.

**PROPOSED MIXED-USE DEVELOPMENT  
25 – 33 MAIN STREET  
TRIP-GENERATION SUMMARY AND COMPARISON**

Time Period/Direction	(A) Existing Uses <sup>a</sup>	(B) Proposed Uses <sup>b</sup>	(A – B) Difference
<i>Weekday Morning Peak Hour:</i>			
Entering	15	11	
<u>Exiting</u>	<u>0</u>	<u>4</u>	
Total	15	15	0
<i>Weekday Evening Peak Hour:</i>			
Entering	11	13	
<u>Exiting</u>	<u>4</u>	<u>1</u>	
Total	15	14	-1

<sup>a</sup>Based on ITE LUC 710, *General Office Building* (1,890 sf), 770, *Business Park* (1,400 sf), and parking data from ULI for a health club applied to 1,400 sf.

<sup>b</sup>Based on ITE LUC 220, *Multifamily Housing (Low-Rise)* (8 dwelling units) and parking data from ULI for a health club applied to 1,400 sf.

Based on the comparative assessment, it was concluded that there would be no material increase in traffic that would result from the Project.

**Comment:** *We generally concur with the methodology that was used to complete the comparative assessment of the potential impact of the Project on the transportation infrastructure in relation to that of the existing uses that will be removed to accommodate the Project. Further, we note that if the commercial space were occupied by a retail use vs. a yoga studio, the overall conclusion with respect to the potential impact of the Project on the transportation infrastructure would be similar.*

***Based on this analysis, we concur that a formal Transportation Impact Assessment is not warranted; however, the following information should be provided by the Applicant to demonstrate that safe and efficient access is afforded to the Project site and that the Project has been planned and designed to incorporate existing and planned future transportation infrastructure accommodations:***

- 1. A description of existing and proposed pedestrian and bicycle accommodations along Central Street should be provided along with a discussion of how these accommodations have been integrated into the Project.***

<sup>3</sup>*Trip Generation*, 10<sup>th</sup> Edition; Institute of Transportation Engineers; Washington, DC; 2017.

<sup>4</sup>*Shared Parking*, Second Edition; Urban Land Institute; Washington, D.C.; 2005.



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2. *A description of available public transportation services and their proximity to the Project site should be provided.*
3. *A review of motor vehicle crash data should be provided for Central Street proximate to the Project site and for the South Street/Central Street intersection.*
4. *A sight distance assessment should be provided for the Project site driveway intersection with Central Street based on the posted speed limit or a 5 mile per hour (mph) increase thereof to represent a reasonable design speed. This assessment should incorporate a grade correction for the stopping sight distance along Central Street.*
5. *Recommendations should be provided for access control to the parking garage given that the garage access can only accommodate travel in one direction at a time.*
6. *Recommendations for a Transportation Demand Management (TDM) program should be provided inclusive of the following elements:*
  - *The owner or property manager should become a MassRIDES employer partner to facilitate and encourage healthy transportation options for residents and employees of the Project;*
  - *Information regarding public transportation services, maps, schedules and fare information should be posted in a central location and/or otherwise made available to residents and employees;*
  - *A “welcome packet” should be provided to new residents and employees detailing available public transportation services, bicycle and walking alternatives, and commuter options available through MassRIDES and their Bay State Commute program which rewards individuals that choose to walk, bicycle, carpool, vanpool or that use public transportation to travel to and from work;*
  - *Residents and employees should be made aware of the Emergency Ride Home (ERH) program available through MassRIDES, which reimburses employees of a participating MassRIDES employer partner worksite that is registered for ERH and that carpool, take transit, bicycle, walk or vanpool to work;*
  - *Pedestrian accommodations should be incorporated into the Project to link the existing and proposed buildings to the sidewalk infrastructure along North Street;*
  - *A mail drop should be provided in a central location within each building; and*
  - *Secure bicycle parking should be provided consisting of: i) exterior bicycle parking conveniently located proximate to the building entrance; and ii) weather protected bicycle parking located in a secure area within the proposed parking garage that is accessible to residents of both buildings and employees.*



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**SITE PLANS**

The following comments are offered with respect to our review of the *Site Plan* prepared by Ross Engineering Company, Inc. and dated April 3, 2019, no revisions, and the *First Floor Plan* prepared by Kevin Neprud & Associates; May 12, 2019, no revisions (hereafter collectively referred to as the “*Site Plans*”).

1. *A truck turning analysis should be provided for the Hingham Fire Department design vehicle and a single-unit (SU) truck. The turning analysis should be performed for the areas that will be accessed by the subject vehicles and demonstrate the turning maneuvers that are required.*
2. *The Applicant should confirm that deliveries by tractor semi-trailer combinations are not expected at the Project site.*
3. *A description of the access control system that will be used for the parking garage should be provided, including how access to the residential parking spaces will be managed.*
4. *The Central Street access to the parking garage should be 20-feet in width to accommodate two-way travel and should be set-back a minimum of 20-feet from the edge of the traveled-way along Central Street so that a vehicle queued to enter the garage does not impede the flow of traffic along Central Street.*
5. *While the circulating aisle within the parking garage is 24-feet in width, the garage doors afford a width of 14-feet, which permits travel in one direction only. A discussion should be provided of how one-way traffic will be managed within the parking garage.*
6. *A note should be added to the Site Plans stating: “All Signs and pavement markings to be installed within the Project site shall conform to the applicable specifications of the Manual on Uniform Traffic Control Devices (MUTCD).<sup>5</sup>”*
7. *The sight triangle areas for the Project site driveway intersection should be shown on the Site Plans along with a note to indicate: “Signs, landscaping and other features located within sight triangle areas shall be designed, installed and maintained so as not to exceed 2.5-feet in height. Snow windrows located within sight triangle areas that exceed 3.5-feet in height or that would otherwise inhibit sight lines shall be promptly removed.”*
8. *A narrative should be provided indicating how tenant moves will be managed. The location of the moving vehicle staging area(s) should be reflected in the truck turning analysis and include the required maneuvers for the subject vehicle to enter and exit the Project site.*
9. *A narrative should be provided indicating how trash/recycling will be managed for the Project, including the location where these items will be picked-up. The pick-up location should be reflected in the truck turning analysis.*
10. *We do not support the proposed installation of a crosswalk across Central Street at the Project site given the approach grade on Central Street.*

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<sup>5</sup>Manual on Uniform Traffic Control Devices (MUTCD); Federal Highway Administration; Washington, D.C.; 2009.



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- 11. An exterior bicycle rack should be provided at an appropriate location proximate to the building entrances and shown on the Site Plans. We note that a weather protected bicycle storage area is provided within the parking garage. This storage area should be available to residents, employees and patrons of the Project.*
- 12. Consideration should be given to accommodating electric vehicle (EV) charging stations within the Project.*
- 13. The Applicant should submit a construction management plan (narrative). This plan should define the hours of construction and include specific requirements that limit construction worker parking to within the Project site. In addition, the plan should include measures to encourage carpooling and to reduce off-site trips.*

## **PARKING**

On-site parking will be provided for 23 vehicles in a parking garage that will be located on the ground level (first floor) of the proposed building that will consist of nine (9) standard parking spaces, four (4) tandem parking spaces and 10 mechanical lift parking spaces. The *Supporting Statement – Requested Findings* that was submitted by the Applicant in conjunction with the Application for a Special Permit A2 indicated that 16 parking spaces will be allocated to the residential units, or a parking ratio of 2.0 spaces per unit, with the remaining seven (7) parking spaces for use by the commercial space.

The Project site is located within the Business District A and the Downtown Hingham Overlay District. Section III-G 7 of the Zoning By-Law requires that 1.0 parking spaces be provided for a studio or one-bedroom dwelling unit and that 2.0 parking spaces be provided for a two-bedroom dwelling unit within the Downtown Hingham Overlay District. For the commercial use, a Special Permit A3 with a Parking Waiver has been submitted to allow for the use of off-street parking to meet the parking requirements of Section V-A of the Zoning By-Law.

The Applicant has indicated that the eight (8) residential units will be two-bedroom units which requires that 16 parking spaces be provided pursuant to Section III-G 7i of the Zoning By-Law. Given that the Applicant is proposing that 16 of the 23 parking spaces that will be located within the Project site will be allocated to the residential portion of the Project, the proposed residential parking meets the requirements of the Zoning By-Law. The Applicant has indicated that the remaining seven (7) parking spaces will support the commercial use. Section V-A of the Zoning By-Law requires that 5.0 parking spaces per 1,000 sf be provided for Retail and Service Business. Within Business District A, these parking requirements are reduced by 25 percent, which would reduce the parking requirements for these uses to 3.75 parking spaces per 1,000 sf. Applying the reduced parking requirements to the 1,500 sf of commercial/retail space that is associated with the Project would require that 6 parking spaces be provided. Accordingly, the seven (7) parking spaces that are proposed to be allocated to this component of the Project would comply with the Zoning By-Law if the subject space is occupied by a retail or service business.

The Applicant has indicated that they hope to relocate the Krigsman Yoga studio from its current location at 25 Central Street (one of the two buildings that will be demolished to construct the Project) to the proposed commercial space. Section V-A of the Zoning By-Law does not explicitly provide parking requirements for a health club, yoga studio or similar use. As such, the Applicant provided parking ratios



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for a health club obtained from the ULI.<sup>6</sup> For a health club use, the ULI data recommends that a base parking ratio of 6.6 parking spaces per 1,000 sf be provided to accommodate members and that an additional 0.4 parking spaces per 1,000 sf be provided for employees, or a composite parking ratio of 7.0 parking spaces per 1,000 sf. Applying the ULI composite parking ratio to the proposed 1,500 sf of commercial space results in 11 parking spaces being required to support the yoga studio. To the extent that the Applicant is able to provide seven (7) functional parking spaces within the Project site to serve the yoga studio, parking for an additional four (4) vehicles would need to be satisfied through the use of existing public parking in the area. The Applicant's engineer reviewed the results of the August 21, 2017 update to the February 2009 *Parking Study for the Downtown Hingham Business District*<sup>7</sup> which concluded that the Parking Zone in which the Project site is located (Zone 3) had in excess of 100 public parking spaces available during the peak parking demand periods (12:00 noon on a weekday and 6:00 PM on a Saturday). As such, the Applicant's engineer concluded that sufficient public parking would be available in the vicinity of the Project site to support use of the commercial space by a yoga studio.

The Applicant has also requested a parking waiver for the parking space dimensional requirements of Section V-A of the Zoning By-Law. The parking spaces within the proposed parking garage are shown to be 9-foot wide by 18-foot long without overhang, where a length of 20-foot is required pursuant to the Zoning By-Law. As shown on the Site Plans, the overall parking module width within the parking garage will be 60-feet, comprised of two (2) 18-foot long parking spaces separated by a 24-foot wide drive aisle. Justification to support a waiver from the parking space dimensional requirements of the Zoning By-Law was not provided by the Applicant.

**Comment:** *We are in agreement that the quantity of parking meets or exceeds the parking requirements that are specified in the Zoning By-Law for the proposed uses if a retail or service use occupies the commercial component of the Project. To the extent that a health club or yoga studio occupies the 1,500 sf of commercial space that is proposed as a part of the Project, we are in agreement with the Applicant's engineer that sufficient off-site public parking is available to accommodate the parking demands of the use and support the Applicant's request for a parking waiver from Section V-A of the Zoning By-Law. A study conducted by VAI of parking availability within the Merchant's Lot in November 2017 indicated limited availability of parking on a weekday, particularly in the morning. That being said, a yoga studio is currently operating at the Project site and the parking demands are being satisfied through the use of public parking in the area.*

*While the Applicant did not provide justification to support a waiver from the parking space dimensional requirements of the Zoning By-Law, we note that the parking dimensions that are provided meet the minimum dimensional requirements for double-loaded parking (i.e., parking along both sides of a drive aisle) specified in the 5<sup>th</sup> Edition of The Dimensions of Parking.<sup>8</sup> A minimum parking module width of 59-feet is recommended to accommodate 90-degree, double-loaded parking. Given that the parking module that is proposed is 60-feet, we support the Applicant's request for a parking waiver from the parking space dimensional requirements of Section V-A of the Zoning By-Law.*

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<sup>6</sup>Ibid 4.

<sup>7</sup>*Parking Study*, Downtown Hingham Business District; VAI; February 2009.

<sup>8</sup>The Dimensions of Parking, 5<sup>th</sup> Edition; Urban Land Institute and the National Parking Association; Washington, D.C.; 2010.

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*The above being said, the Applicant should address the following comments with regard to the management, design and operation of the parking garage, which may impact the quantity of parking that is provided:*

- 1. The parking garage layout includes five (5) parking spaces in the eastern portion of the garage and accommodations for 18 vehicles to park in the western portion which are separated by a garage door. The Applicant should explain the parking assignment that is proposed and how the access control and parking management will be applied to residents, visitors, employees and patrons.*
- 2. The tandem parking spaces should be assigned to the residential use.*
- 3. Information on the operation of the mechanical lift system should be provided. These spaces should also be assigned to the residential use.*
- 4. On-street parking should be prohibited along the Project site frontage, excepting within the porte-cochère which should be designated by signs as a 15-minute loading zone.*

