

REPORT | FEBRUARY 2021



TACTICAL PUBLIC REALM

CASE STUDIES

ACKNOWLEDGMENTS

Thank you to the dedicated team who made these projects possible:

- Mayor Martin J. Walsh, City of Boston
- Jacob Wessel, Public Realm Director, City of Boston
- City of Boston Transportation Department
- City of Boston Department of Public Works
- City of Boston Public Improvement Commission
- Dain, Torpy, Le Ray, Wiest & Garner, P.C.
- East Boston Main Streets
- Enterprise Rose Architectural Fellowship
- Roslindale Village Main Street
- JP Centre/South Main Streets
- Merritt Chase
- Nitsch Engineering, Inc.
- Nutter McClennen & Fish LLP

With special thanks to the Barr Foundation for their support and guidance with A Better City's work.

REPORT TEAM

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A Better City is a diverse group of business leaders united around a common goal—to enhance Boston and the region's economic health, competitiveness, vibrancy, sustainability and quality of life. By amplifying the voice of the business community through collaboration and consensus across a broad range of stakeholders, A Better City develops solutions and influences policy in three critical areas central to the Boston region's economic competitiveness and growth: transportation and infrastructure, land use and development, and energy and environment.

TABLE OF CONTENTS

ACKNOWLEDGEMENTS	1
INTRODUCTION	2
BIRCH STREET TACTICAL PLAZA	3
PROJECT OVERVIEW	3
PROCESS SUMMARY & TIMELINE	3
TIMELINE	8
PROJECT BUDGET	9
LESSONS LEARNED & RECCOMENDATIONS	9
GREEN ST PARKLET	11
PROJECT OVERVIEW	11
PROCESS SUMMARY & TIMELINE	11
TIMELINE	13
PROJECT BUDGET	15
LESSONS LEARNED & RECCOMENDATIONS	15
EAST BOSTON OUTDOOR SEATING	17
PROJECT OVERVIEW	17
PROCESS SUMMARY	17
PROJECT BUDGET	19
TIMELINE	20
LESSONS LEARNED & RECCOMENDATIONS	21
POP-UPS PLAZAS + PARKLETS	22
PROJECT OVERVIEW	22
PROCESS SUMMARY	22
PROJECT BUDGET	24
TIMELINE	24
LESSONS LEARNED & RECOMMENDATIONS	25
APPENDIX A: BIRCH STREET SURVEY	27
APPENDIX B: PIC CHECKLIST (2019)	28
APPENDIX C: BIRCH STREET PIC MATERIALS	32
APPENDIX D: EAST BOSTON PIC MATERIALS	40

INTRODUCTION

Over the past several years, many valuable public realm projects have been implemented in Boston. In 2015, A Better City partnered with the Boston Transportation Department to develop the *Public Realm Planning Study* for Go Boston 2030. As co-chair of the *Go Boston 2030 Plan*, A Better City identified the untapped potential of Boston's transportation system to function as a network of vibrant public spaces that would support social, cultural, and economic activities. The process also highlighted a need for new short- and long-term public space strategies to reclaim underutilized transportation infrastructure in our neighborhoods.

Building on this work, in December 2018, A Better City partnered with the City of Boston to publish Boston's first Tactical Public Realm Guidelines, designed to catalyze "tactical" interventions—such as plazas, parklets, outdoor cafes, and street murals—that can transform the public realm through lower-cost, rapid implementation. These modest interventions can convert our streets into spaces in which to convene, create, and experiment, fostering more vibrant communities and economies alike. As a testament to the importance of this work, the City of Boston hired a Public Realm Director in 2018 and integrated the *Tactical Public Realm Guidelines* into the City's Public Improvement Commission review process. A Better City has also worked with the City of Boston to develop sidewalk cafe guidelines and to convene a public realm interagency working group.

With the generous support of the Barr Foundation, A Better City has undertaken several public realm projects to date, including two outdoor seating projects in East Boston, a one-week pop-up tactical plaza and permanent tactical plaza design in Roslindale Village, and a parklet design on Green Street in Jamaica Plain.

The groundwork laid by these projects and the tactical guidelines, proved to be extremely beneficial in 2020 when the global pandemic created a tremendous need for flexible public space to help support local businesses, namely restaurants. For example, in many commercial districts across Boston, parklets were quickly installed to help support physically distanced outdoor dining.

This publication includes case study summaries of the planning, design, and implementation process for three projects managed by A Better City—Birch Street Plaza, Green Street Plaza, and Outdoor Seating in East Boston—as well as a fourth case study describing the six pop-up plazas implemented by the City of Boston Director of Public Realm.



BIRCH STREET TACTICAL PLAZA

PROJECT OVERVIEW

Birch Street in Roslindale Village is a narrow one-way street with 11 businesses and 12 parking spots. In 2018, A Better City began working with Roslindale Village Main Street (RVMS), Roslindale Village business owners and community partners, Merritt Chase, and the City of Boston to transform Birch Street into a pedestrianized plaza.

On eight separate days in the summer of 2018, Birch Street was closed for one-day “Open Birch” events, which helped to gain community and business owner support for the project. The one-day events laid the groundwork for the City of Boston to develop a permanent tactical plaza. Over nine months in 2019, the Project Team engaged business owners, developed the site design, hosted a one-week pop-up, and worked to get the project approved by the City of Boston.

PROJECT TEAM

ENTITY	ROLE
A Better City	Project Management
City of Boston	City Approvals
Merritt Chase	Landscape Architecture
Roslindale Village Main Street	Community Engagement & Outreach
Various Local Businesses (Boston Cheese Cellar, Centre Cuts, Square Root)	Local Support
Walk-Up Roslindale	Pop-Up Volunteer Support

PROCESS SUMMARY & TIMELINE

The process for the Birch Street tactical plaza followed a traditional project development sequence, including gathering support for the concept, developing a design, collecting feedback, seeking approvals from the City, and implementing the project. Because this process was expedited, the timeline from concept development to final design was 18 months. The project implementation was delayed due to COVID-19. Below is a summary of the Birch Street tactical plaza process.

GATHERING SUPPORT SUMMER 2018

In summer 2018, Roslindale Village business owners and Roslindale Village Main Street (RVMS) hosted eight “Open Birch” one-day pop-up featuring music, activities for children, and a popsicle cart. These pop-ups were an effective way to foster community support by helping people visualize what a pedestrianized street could look like.

SITE SELECTION & CONTRACTS FALL TO WINTER 2018

A Better City began searching for potential placemaking project sites and connected with several Main Streets groups, including RVMS who had already been undertaking temporary installations. In fall 2018, RVMS began discussions with A Better City and also connected to the City of Boston Public Realm Director.



BIRCH STREET TACTICAL PLAZA

RVMS established a group of project stakeholders, which included two RVMS board members and business owners on Birch Street along with the City of Boston Public Realm Director and A Better City.

In December 2018, A Better City issued a Request for Qualifications (RFQ) to select a design firm for the project. Merritt Chase, a landscape architecture firm, was chosen in January 2019, and A Better City then contracted with the firm to provide landscape architecture services.

DESIGN PROCESS & WEEK-LONG POP-UP JANUARY TO JULY 2019

The landscape architecture firm Merritt Chase proposed a three-part design process, which included:

- Phase 1: Look + Listen (March)
- Phase 2: Design + Observe (April to May)
- Phase 3: Document + Phase (June to August)

Throughout the design process, the consultants and the Project Team held a conference call every two to four weeks to discuss design concepts and the next steps.

DESIGN CONCEPT DEVELOPMENT

For Phase 1, in February 2019, Merritt Chase met with the Project Team and local business owners to discuss past events and ideas for the future plaza. The Team, including RSVM and Merritt Chase, visited Birch Street businesses multiple times to talk to every owner in-person about the proposed project and ideas that they had for the new space.

In Phase 2, Merritt Chase presented two design options to the Project Team and met one-on-one with business owners to get feedback about the design concepts. Based on the community's and businesses' input, the "Birch Forest" concept was selected. This design included trees, planters with seating, and movable chairs. Stakeholders overwhelmingly liked the idea of greening Birch Street.

POP-UP INSTALLATION APRIL 29 - MAY 5, 2019

For one week in the spring of 2019, the Project Team tested the design concept on the street as part of a pop-up. The pop-up plaza was an experiential community meeting where business owners, residents, and visitors could give feedback directly to the

landscape architects, the City, and volunteers. Over the weekend, there were games for children, a street fair, and live music. The response was overwhelmingly positive. During the week, the Project Team and Walk-Up Roslindale volunteers collected a total over 230 surveys, and 80% were in support of the project (See Appendix for Survey).

The City of Boston's New Urban Mechanics, Boston Transportation Department, and Fire Department visited the pop-up. Merritt Chase was able to talk directly to these public officials about the proposed design and listen to their concerns.

On Sunday morning, Mayor Walsh had a ribbon-cutting ceremony at Square Root, a new coffee and sandwich shop, and stopped by the Birch Street pop-up. The Mayor expressed that he was happy to see the project and was supportive of making the street into a permanent pedestrian plaza.

FINALIZING THE DESIGN SUMMER 2019

Merritt Chase took the feedback from on-site interviews and observations and responded by reconfiguring furniture to improve the design and creating a budget for the project. In June, Merritt Chase presented several budgets to the project team—ranging from \$150,000 to \$250,000—for different materials that could be used in the design. Being able to compare materials costs helped the Project Team choose priorities for the final design. RVMS also consulted with local business owners to collect their feedback, which was incorporated into the final construction drawings. In the end, the Project Team selected a design consisting of large, pre-made landscape planters, two types of movable tables and chairs, and a painting pattern that mimicked the original wooden decking concept for the final tactical plaza installation.



Week-long Birch Street pop-up installation using duct tape, milk crates, wooden dowels, and movable tables and chairs. Programming included music, art vendors, and children's activities. (A Better City and Merritt Chase). Middle right photograph taken by Christian Phillips.

BIRCH STREET TACTICAL PLAZA

DOCUMENTATION & PERMITTING JULY TO SEPTEMBER 2019

Approval for the 5,000-square-foot tactical realm project had to go through the City of Boston Public Improvement Commission (PIC), which meets every two weeks.¹ As part of the process, the project plans needed to be sent to PIC members and the utility companies before the hearing. Merritt Chase prepared the required construction drawings and the Project Manager at A Better City sent the plans to the PIC members and utilities and compiled the responses. The responses were included in the packet submitted to PIC staff the week before the meeting, as required by the Commission. In addition, the Public Realm Director spoke with City staff before the meetings in August to answer any questions. The most common question was whether any digging was needed, or if the planters would be placed on top of the asphalt.

At the end of August, the Public Realm Director and Merritt Chase presented the design to the PIC. Questions from the PIC mainly centered around site maintenance, light attachments to buildings, and if the Fire Department had been informed. Between the two meetings, Merritt Chase included additional design details requested at the PIC hearing and via email from the PIC members, and the Public Realm Director spoke with the Fire Department again. Before the second PIC meeting, the updated plans were submitted. At the second hearing in early September, the PIC was pleased to see the updated design and quickly approved the project.

Following the hearings, Merritt Chase completed the final construction drawings and submitted the formal Mylar plans to the City, a required part of the PIC process.

From winter to spring 2020, Merritt Chase made additional design changes to accommodate outdoor seating at two businesses. These changes also required approval by the City, which happened in summer 2020.

IMPLEMENTATION

The implementation of this project in 2020 was delayed due to COVID-19, similar to many projects during the pandemic. The City plans to put the project out to bid in spring 2021. The City of Boston will hire the contractor to build out the site as designed by Merritt Chase. Construction will begin in 2021 and should take four to six weeks to install.

1. The Public Improvement Commission's Specific Repairs Checklist includes the required materials to submit a project to the PIC. The Checklist is located on the City's website. www.boston.gov/public-improvement-commission.

The image shows a document titled "CITY OF BOSTON PUBLIC IMPROVEMENT COMMISSION" with the following details: PUBLIC WORKS DEPARTMENT, CITY HALL ROOM 714, Boston, Massachusetts 02201. Contact information includes Telephone (617) 635-4061, Fax (617) 635-4558, and Email PIC@cityofboston.gov. Key personnel listed are JOANNE P. MASSARO (Chairperson), AMY S. DORDING (Chief Engineer), and TODD M. LIMING (Acting Executive Secretary). The document is a "SPECIFIC REPAIRS CHECKLIST" with 10 numbered items, each with a checkbox. Item 5 is expanded to show a list of agencies and documents to be included in the submission package. At the bottom, it says "Checklist - Specific Repairs 2012.02", "Page 1 of 4", and "Effective 7/18/2012".

**CITY OF BOSTON
PUBLIC IMPROVEMENT COMMISSION**
PUBLIC WORKS DEPARTMENT
CITY HALL ROOM 714
Boston, Massachusetts 02201

Telephone: (617) 635-4061
Fax: (617) 635-4558
Email: PIC@cityofboston.gov

JOANNE P. MASSARO
Chairperson

Commission Members:
Transportation Department
Property Management
Inspection Services
Water & Sewer Commission

AMY S. DORDING
Chief Engineer

TODD M. LIMING
Acting Executive Secretary

SPECIFIC REPAIRS CHECKLIST

- 1. Prepare plans
- 2. Submit plans to public agencies
- 3. Submit plans to private utility companies
- 4. Begin drafting LMI
- 5. Provide full submission package to the PIC
 - Plans
 - Petition
 - COBUCS number
 - Public agency responses
 - o Boston Transportation Department
 - o Inspection Services Department
 - o Boston Water & Sewer Commission
 - o PWD – Street Lighting Division (if applicable)
 - o Commission for Persons with Disabilities
 - o Boston Parks & Recreation Department (if applicable)
 - o Boston Redevelopment Authority
 - o Mayor's Office of Neighborhood Services
 - o Boston Landmarks Commission (if applicable)
 - o Architectural District Commission (if applicable)
 - Utility company delivery receipts
 - Manager's Certificate or Certificate of Authority
 - TAPA (if applicable)
- 6. Appear at PIC Hearing under "New Business"
- 7. Revise/amend project as directed by Commission
- 8. Appear at PIC Hearing under "Public Hearing"
- 9. Supply PIC with Mylar copies for Registry of Deeds
- 10. Permits and Construction

Checklist - Specific Repairs 2012.02 Page 1 of 4 Effective 7/18/2012

PUBLIC IMPROVEMENT COMMISSION (PIC) MATERIALS

The City of Boston's Public Improvement Commission's web page highlights the types of projects that the PIC reviews. Under each project are links to the checklists of materials needed, contact information for PIC members, and examples of materials linked to PDFs.

For additional questions, contact the City of Boston's Public Realm Director or the Public Improvement Commission staff.

www.boston.gov/public-improvement-commission

BIRCH STREET TACTICAL PLAZA

TIMELINE CHANGES

The proposed seven-month design timeline did not change much from the original timeline from January 2019. Over the summer, there was a two-week delay due to a change in pavement materials, which required the construction drawings to be updated before going to the PIC. In addition, the Project Team had not accounted for the two weeks that were needed for the PIC members and utilities to review the documents before the PIC hearing. Together, these two delays pushed the timeline back roughly four weeks. The design process took nine months from conceptual drawings to construction drawings for the PIC. Since the PIC was delayed slightly until September, this meant that construction was not possible in fall 2019 and was delayed until 2020, but the pandemic caused the project to be delayed until 2021. In addition, during winter 2019-2020, Merritt Chase made additional changes to the design to accommodate outdoor seating for the local businesses.

LEGAL CONSIDERATIONS

The Birch Street Plaza will be built and is owned by the City of Boston. The City of Boston worked with the City's legal counsel on the License, Maintenance, and Indemnifications (LMI) agreement. The LMI is required as part of the City's [Tactical Public Realm Guidelines](#).

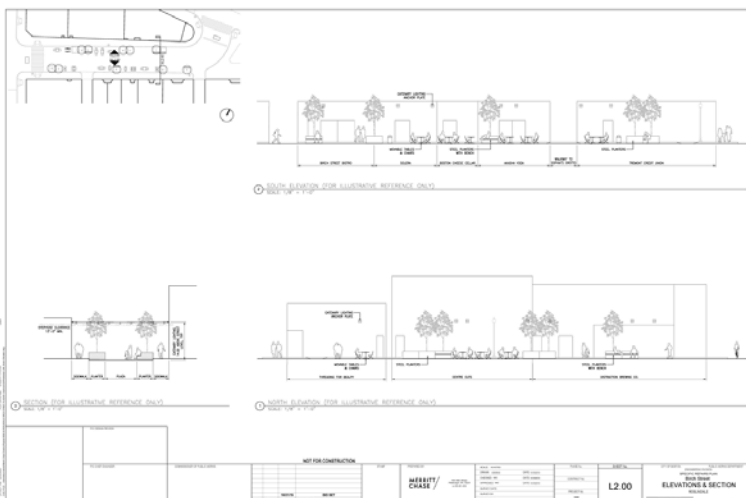
MAINTENANCE

The Project Team worked together to develop a maintenance plan for the site, and a maintenance agreement will be drawn up between RVMS and the City of Boston. RVMS is responsible for much of the day-to-day maintenance, and the City is responsible for fixing and replacing any site furnishings. The funding sources for maintenance are still to be determined.

MAINTENANCE ROLES

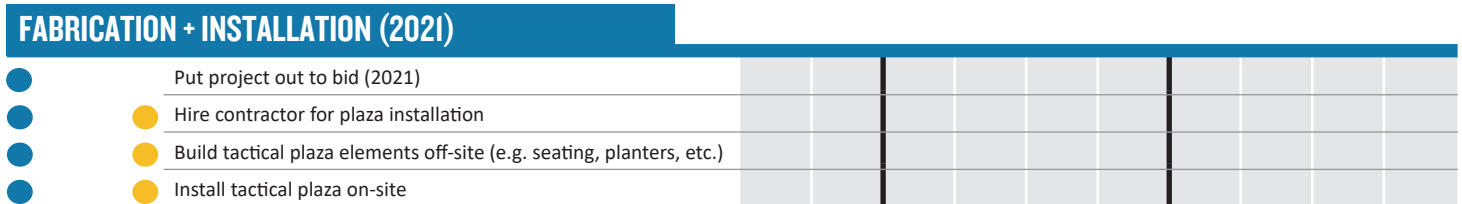
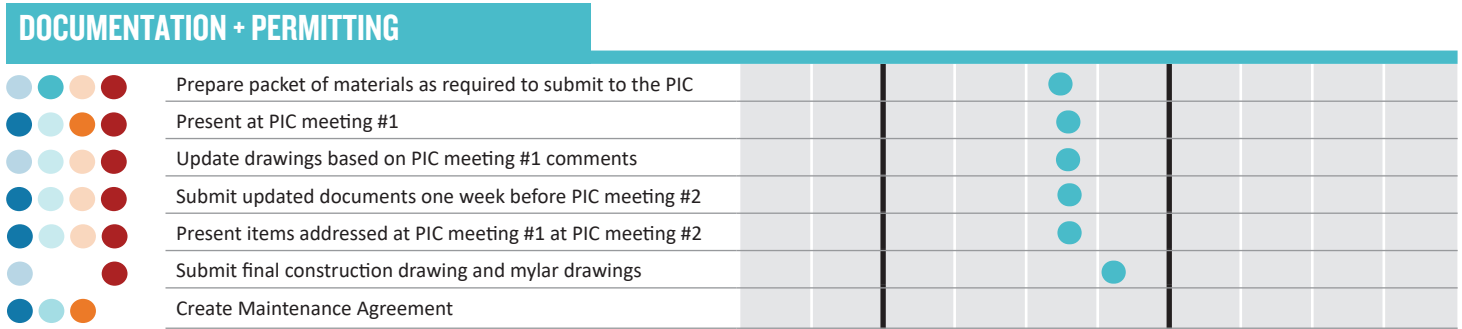
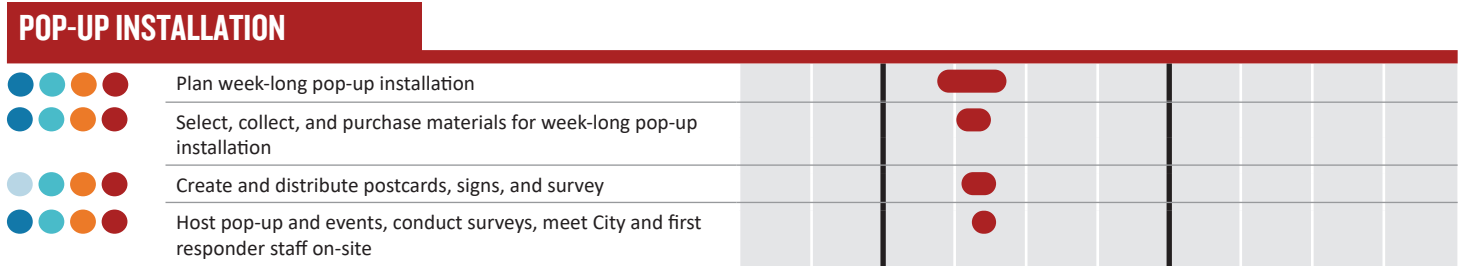
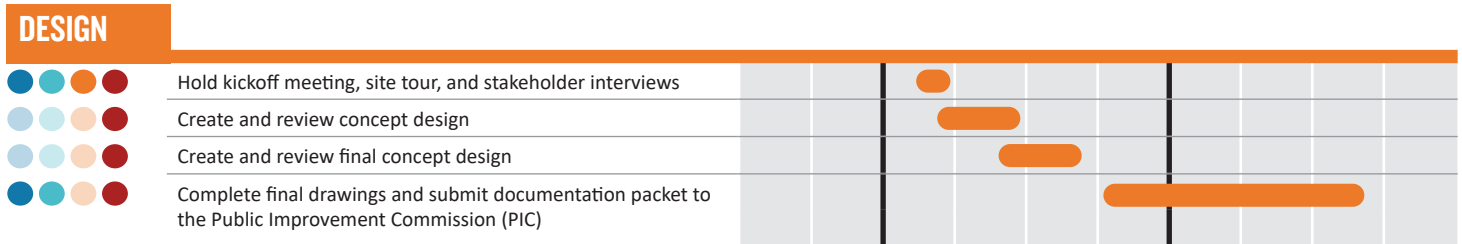
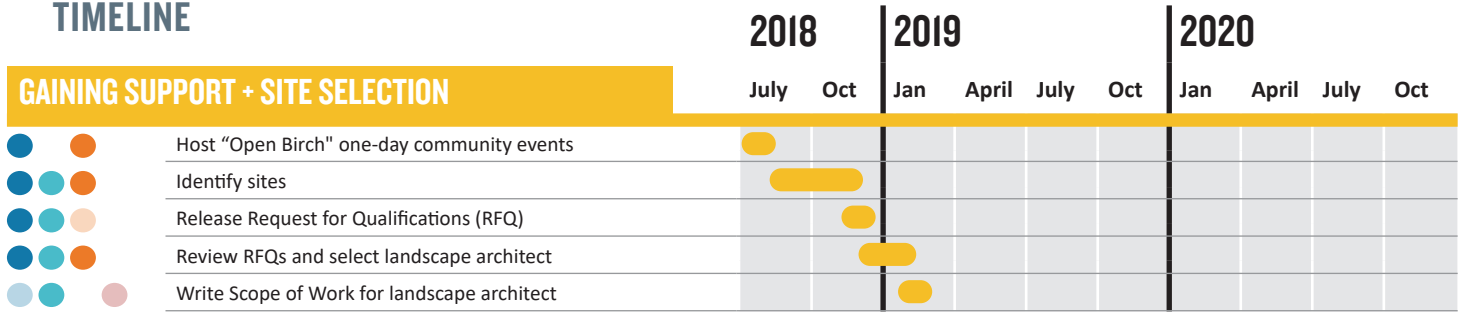
ROSLINDALE VILLAGE MAIN STREET	CITY OF BOSTON
Day-to-day litter collection & plant watering	Replanting and repair/ replacement of furniture & planters
Day-to-day site management including setting up chairs, as needed	Removal of trash bins at the end of the plaza
Snow removal	

Construction drawings submitted to the PIC for the Birch Street Tactical Plaza. (Merritt Chase).



BIRCH STREET PLAZA TIMELINE

TIMELINE



- PROJECT TEAM**
- City of Boston
 - A Better City
 - Roslindale Village Main Street
 - Landscape Architect / Merritt Chase
 - Contractor

BIRCH STREET TACTICAL PLAZA

PROJECT BUDGET

There were a several funding sources for the design and implementation of this project. A Better City received a grant from the Barr Foundation that covered landscape architecture services and project management. The City of Boston's Transportation Network Company (TNC) per-ride assessment fund will pay for the construction costs of the tactical plaza as well as the pop-up materials. RVMS supported the project with their current staff time and a grant from the Department of Tourism State Earmark for Placemaking and Wayfinding. Walk-Up Roslindale volunteered 40 hours during the week-long pop-up. Additionally, tables and chairs borrowed from RVMS and Sofia's Grotto during the pop-up helped to reduce the total cost by \$1,500.

HARD COSTS

	COST	IN-KIND	FUNDING SOURCE
MATERIALS: TEMPORARY POP-UP New milk crates, wooden sticks, duct tape, cushions, & signs	\$6,000	\$0	City of Boston
MATERIALS: TEMPORARY POP-UP Borrowed tables & chairs		\$1,5000	RVMS & Sofia's Grotto
MATERIALS: PERMANENT TACTICAL PLAZA Paint, trees, planters, movable tables & chairs (two types), bike rack, trash cans, lights, & misc materials	\$150,000	\$0	City of Boston
TOTAL:	\$156,000	\$1,500	

LESSONS LEARNED & RECOMMENDATIONS

Because tactical plazas are still new in Boston, there are many opportunities to learn from the process.

Stakeholders who were involved in the planning, design, and implementation were interviewed to learn more about what worked well and what could be improved for the next tactical plaza project. Below is a summary of responses along with a few lessons learned and recommendations.

SOFT COSTS

	COST	IN-KIND	FUNDING SOURCE
POP-UP PROGRAMMING	\$1,115		Department of Tourism State Earmark for Placemaking & Wayfinding Grant
LANDSCAPING ARCHITECTS	\$15,000		Barr Foundation Grant
PROJECT MANAGEMENT	\$10,000		Barr Foundation Grant
RVMS STAFF TIME		82 Hours	Department of Tourism State Earmark for Placemaking & Wayfinding Grant
POP-UP VOLUNTEER TIME		40 Hours	N/A
TOTAL:	\$26,115	122 Hours	

BIRCH STREET TACTICAL PLAZA

LESSONS LEARNED

The Project Team thought the planning and design process was a suitable length of time to build support for the Birch Street Plaza. Many people on the team would have liked to see the project implemented in 2019, but since approval didn't come until September 2019, there was not enough time to install the plaza before the end of the construction season. One of the key lessons learned is that project timeline could be adjusted to meet a construction season schedule better. For example, an adjusted timeline could have the project beginning in the fall, getting City approvals in the winter, and putting the project out to bid between January and March. This would help to ensure that construction happens in early spring and the community members can enjoy the new public space in the warmer months.

RECOMMENDATIONS

The Roslindale Team benefited greatly from a series of one-day pop-ups to gain initial support for the pedestrian plaza. The week-long pop-up was helpful to test the designs and gather feedback. The pop-ups were very helpful in getting business owners on board with the concept, as well as encouraging Roslindale Village business owners to talk directly to the City to answer questions, hear opinions, and address any concerns that they may have.

At the one-week pop-up, the Fire Department and City Staff stopped by the site and were able to talk directly to Merritt Chase about the project. This was extremely beneficial to help address their concerns and consider changes early on in the design process. The Project Team recommends establishing a core group of stakeholders at the beginning of the process, including an organization lead, business owners, and a non-profit board member who meets with the City and the designers regularly. The Roslindale Team benefited from having a core group of stakeholders who communicated efficiently, with each member understanding their role in the process.

INTERVIEW RESPONSE SUMMARY

WHAT WORKED WELL?

- The overall process went well, demonstrated great teamwork, and stayed on schedule.
- Roslindale had already tested the concept at one-day events in 2018.
- Establishing a group of key stakeholders at the beginning encouraged input from multiple sources.
- Constant and clear contact with the Project Team ensured smooth facilitation.
- The City of Boston Public Realm Director spoke directly to business owners to hear their concerns and brought other City staff to see the pop-up.
- The one-week pop-up was a great way to collect feedback and see how the proposed designs work at 1-to-1 scale.
- The pop-up signs with the renderings of the future plaza were appreciated.

WHAT COULD BE IMPROVED?

- A presentation to the RVMS Board of Directors about the project would have been more inclusive and given them a better chance for input.
- Talking about maintenance earlier on would allow time to address any concerns.

WHAT DO YOU WISH YOU HAD KNOWN?

- Having the project implementation budget earlier on would have helped facilitate design. The Project Team talked every two weeks, but more updates would have been helpful to share with the broader team.

WHAT RECOMMENDATIONS DO YOU HAVE FOR OTHER GROUPS?

- Establish a core group of stakeholders or a committee.
- Host a day-long or week-long pop-up to build support for the project and to test the ideas.
- Get buy-in from business owners early on.
- Recruit volunteers to help at the pop-up event.
- Communicate regularly with the project team, including the City of Boston.
- Start with the big design ideas and then scale back as needed.

GREEN STREET PARKLET

PROJECT OVERVIEW

Centre Street is Jamaica Plain’s primary retail corridor —and the intersection of Centre Street and Green Street is one of the most central and busy sections of the street. Over a six-month period in 2019, A Better City began working with JP Centre/South Main Streets, Merritt Chase, and the City of Boston to design a parklet on Green Street.

The new parklet is located in front of the Blue Frog Bakery in Jamaica Plain. Because the bakery has limited inside seating and no plazas nearby, a parklet is a great way to increase seating for shop patrons and pedestrians, while also creating a space for other visitors to the Main Streets District.

PROJECT TEAM

ENTITY	ROLE
A Better City	Project Management
City of Boston	Permitting Approvals
JP Centre/South Main Streets	Community Engagement & Outreach
Merritt Chase	Landscape Architecture
Nutter, McClennen & Fish LLP	Legal Counsel
Various Local Businesses (Blue Frog Bakery, Paper Cuts JP)	Local Support

PROCESS SUMMARY & TIMELINE

SITE SELECTION

In February 2019, JP Centre/South Main Streets (JPCSMS) and the City conducted a walk through to identify potential parklet sites. Additionally, A Better City assessed several sites in Jamaica Plain and Roxbury over the winter in 2018-2019. The City of Boston’s Public Realm Director suggested the Green Street location in front of the Blue Frog Bakery.

The Green Street site was ultimately selected because it had less traffic than Centre Street and abutting businesses were in support of the project.

DESIGN PROCESS MARCH TO MAY 2019

A Better City invited the landscape architecture firm Merritt Chase to submit a proposal for design work. Merritt Chase proposed a two-phase design process:

- Phase 1: Concept Design
- Phase 2: Permitting and Construction Documentation



GREEN STREET PARKLET

CONCEPT DESIGN DEVELOPMENT

As part of Phase 1, Merritt Chase visited the site three times between March and May 2019 to give stakeholders a chance to review and comment on the design. The Project Team, including Merritt Chase, JPCSMS, the Public Realm Director, and A Better City, met with business owners and discussed the general concept of a parklet, how people might want to use the space, and elements of the design. The Project Team met with business owners in a group at Blue Frog and also individually in their shops.

In April, Merritt Chase presented the parklet concept design to the eight-person Design Review Committee made up of JP residents, business owners, and stakeholders. The group was very excited about on-site programming, such as events that could be hosted by the bookstore and the bakery's pizza-on-Fridays promotion.

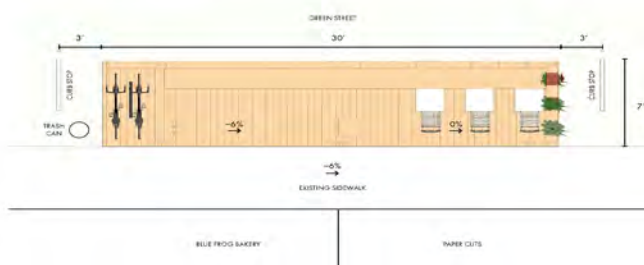
Throughout the process, Merritt Chase made adjustments to the parklet design based on team input before finalizing the design submitted to the City for approval. For example, there was much discussion about the need for a shade structure above the parklet and Merritt Chase did a shade study to see what hours the parklet was shaded during the summer months.

JP NICHE / FINAL CONCEPT DESIGN



Green Street parklet perspective drawing (Merritt Chase).

JP NICHE / FINAL CONCEPT DESIGN



Green Street parklet design in plan view (Merritt Chase).

DOCUMENTATION & PERMITTING

Phase 2 of the design process was permitting and construction documentation. Merritt Chase's construction drawings of the Green Street parklet were sent for approval to the City of Boston's Transportation Department, Department of Public Works, and the Commission for Persons with Disabilities. Since the slope of the street is six percent, and the City's [Tactical Public Realm Guidelines](#) allow no more than five percent, a variance from the Commonwealth's Architectural Access Board was required to approve the project. The Board review took several months.

IMPLEMENTATION

Both the design and construction of this project were funded by a Barr Foundation grant managed by A Better City. This funding strategy allowed for a quicker process to hire a contractor to build the parklet off-site. Merritt Chase oversaw the construction with the contractor. Once the 250-square-foot parklet was completed, it was placed on Green Street in fall 2020. If the project construction had been funded by the City, it would have had to go out to bid and would have taken a couple of months to hire a contractor.

LEGAL CONSIDERATIONS

After construction, the parklet was handed over to the City of Boston. A donation letter was written to officially transfer the parklet to the City.

A "Cooperation Agreement" drafted between the City and JPCentre/South Main Streets outlines who will be responsible for day-to-day maintenance.

TIMELINE CHANGES

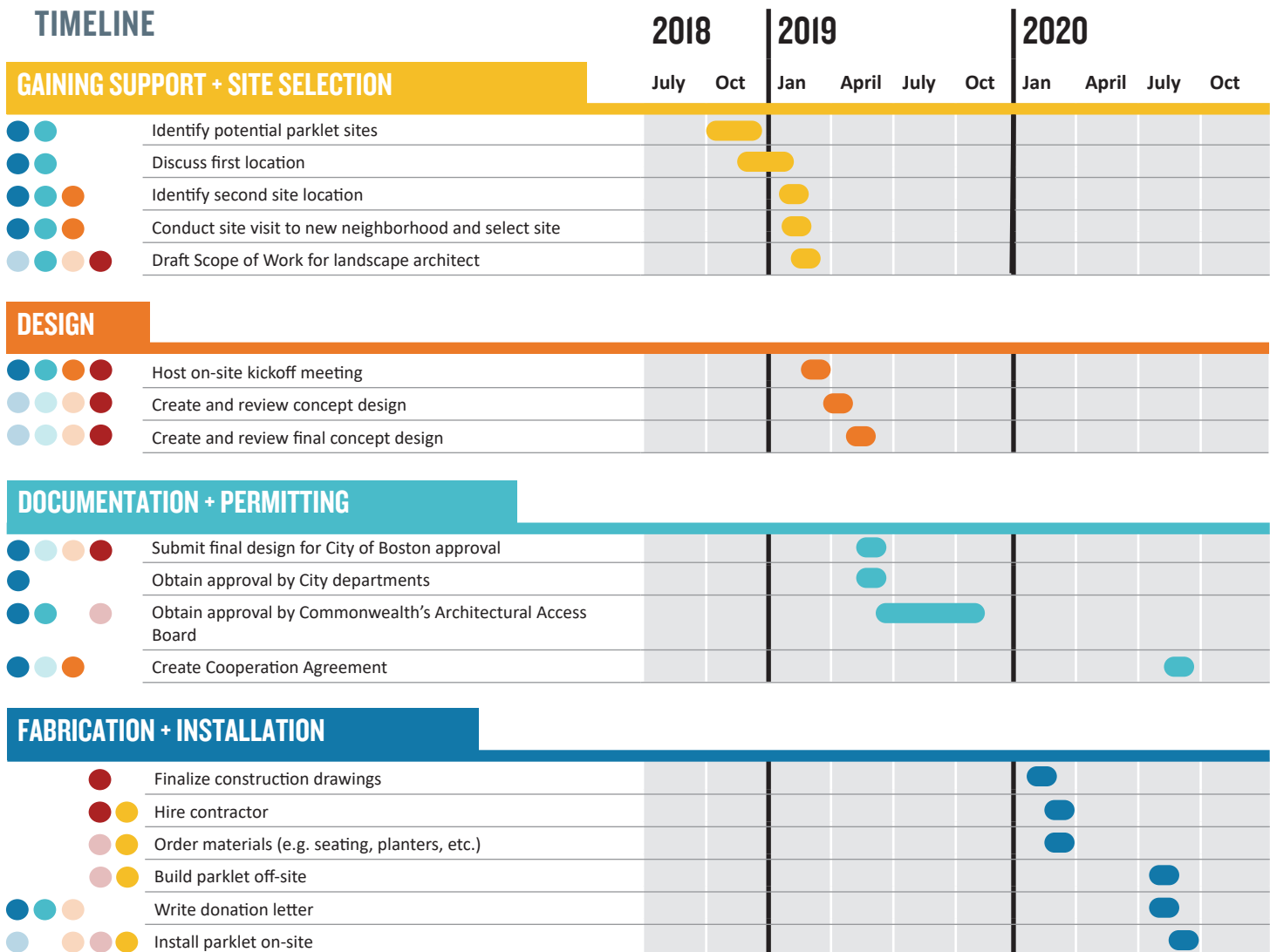
The design process stayed on track through May 2019. The approval process was handled through an internal review by three City of Boston Departments, and not the Public Improvement Commission (PIC) like the Birch Street Plaza, because approval process for parklets is different than tactical plazas. The project was on track until the six percent slope of the street triggered an additional review and required a variance from the Commonwealth's Architectural Access Board, which took several months. As a result, parklet construction was pushed into the 2020 construction season. Construction was slated to begin in March 2020, coinciding with the pandemic-related construction moratorium. The parklet was ultimately constructed in late summer 2020 and installed in the fall.

GREEN STREET PARKLET TIMELINE

MAINTENANCE ROLES

JP CENTRE/SOUTH MAIN STREETS	CITY OF BOSTON
Day-to-day litter collection & plant watering	Replanting & repair/replacement of furniture & planters
Day-to-day site management, including setting up chairs as needed	Removal of trash bins at the end of the plaza
	Removal of the parklet at the end of the season

TIMELINE



PROJECT TEAM

- LEAD
- SUPPORT
- City of Boston
- A Better City
- JP Center / South Main Streets
- Landscape Architect / Merritt Chase
- Contractor



Photographs taken by Kyle Klein of Kyle Klein Photography

GREEN STREET PARKLET

PROJECT BUDGET

The primary source of funding for project management, design, and construction was a Barr Foundation grant managed by A Better City. JP Centre/ South Main Streets has a full-time Executive Director and an active Board of Directors who were able to support the project throughout the process.

HARD COSTS

	COST	IN-KIND	FUNDING SOURCE
MATERIALS & CONSTRUCTION - PARKLET	\$39,000	\$0	Barr Foundation Grant
TOTAL:	\$39,000	\$0	

SOFT COSTS

	COST	IN-KIND	FUNDING SOURCE
LANDSCAPE ARCHITECTS	\$15,000		Barr Foundation Grant
PROJECT MANAGEMENT	\$10,000		Barr Foundation Grant
JPCSMS STAFF TIME		15 Hours	JP Centre/ South Main Streets
TOTAL:	\$25,000	15 Hours	

LESSONS LEARNED & RECOMMENDATIONS

Parklets are still relatively new in Boston, so there is an opportunity to learn from the planning, design, and approval process for local businesses. Stakeholders who were involved in the planning, design, and implementation were interviewed to learn more about what worked well and what could be improved for the next parklet project. Below is a summary of responses along with a few lessons learned and recommendations. These lessons learned are useful as we see more parklets pop-up in response to COVID-19 and the need for outdoor dining increase.

LESSONS LEARNED

One of the main lessons learned is that even with clear guidelines from the City, an outlined design process, support from the City and businesses, and funding for project implementation, there can still be some unforeseen delay to the project that no one could have predicted (in this case, a pandemic).

RECOMMENDATIONS

The key recommendation from the Project Team is that the parklet project timeline needs to be adjusted to better suit the construction season. For example, a process timeline could begin with design in the fall, permitting in mid-winter, construction late-winter/ early spring, and installation in early spring. Adjusting the timeline would ensure that the parklet would be out for the full season.

INTERVIEW RESPONSE SUMMARY

WHAT WORKED WELL?

- Meeting with everyone (the City of Boston, designers, business owners) at one time was an effective way to begin the process.
- Showing photo examples of parklets helped business owners quickly understand the concept.
- The amount of involvement (2-3 meetings to review the design) with the business owners and community was optimal to gather input.
- The landscape architects went above and beyond for the parklet, and the shade study was very helpful.
- Stakeholders felt they were heard and their feedback resulted in changes to the design.

GREEN STREET PARKLET

WHAT COULD BE IMPROVED?

- It would be preferable to start the design process in the fall to implement the project in the spring. This would help ensure that the project happens within the construction season, especially in the event of any unexpected delays.

WHAT DO YOU WISH YOU HAD KNOWN?

- The variance from the Commonwealth's Architectural Access Board due to the 6% slope required a great deal of extra time, though no one could have predicted that.

WHAT RECOMMENDATIONS DO YOU HAVE FOR OTHER GROUPS?

- Meet with the City early on in the process and do a walk-through to look at sites.
- Get buy-in from business owners first.
- Meet with business owners at or near their businesses to talk about the project.
- Talk about programs to help potential parklet users and space programmers get excited about the space.



EAST BOSTON OUTDOOR SEATING

PROJECT OVERVIEW

In 2018, A Better City worked with East Boston Main Streets (EBMS), East Boston business owners, Nitsch Engineering, and City of Boston (“Project Team”) to install outdoor seating near two sites in East Boston—Meridian Food Market and Sammy Carlo’s Delicatessen & Catering. The seating areas are publicly accessible and on City of Boston property.

PROJECT TEAM

ENTITY	ROLE
A Better City	Project Management
City of Boston	City Approvals
East Boston Main Streets	Community Engagement & Outreach
Nitsch Engineering, Inc.	Project Design
Nutter, McClennen & Fish LLP	Legal Counsel
Various Local Businesses (Meridian Food Market, Sammy Carlo’s Delicatessen & Catering)	Local Support

PROCESS SUMMARY

SITE SELECTION

In late 2017, A Better City began looking for possible locations for public realm projects, and in December, the Public Realm Director for the City of Boston suggested a few sites in East Boston that were connected with East Boston Main Streets (EBMS). At first, A Better City was looking for tactical plaza locations, but after EBMS and others expressed concern over the loss of parking, the Project Team began considering alternative types of projects, such as outdoor cafe seating on City sidewalks.

The first meeting with the City, EBMS, and A Better City was a site visit where the Project Team visited Meridian Street and discussed areas for potential tactical placemaking projects.

In January 2018 after the initial site visit, A Better City continued to meet with key neighborhood stakeholders, including the East Boston Neighborhood Health Center, Neighborhood of Affordable Housing (NOAH), ZUMIX (a non-profit community music school), East Boston Social Center, and WalkBoston, to look for project opportunities and potential sites, particularly for a new interim plaza. There was no clear spot for a tactical plaza because there are few redundant streets or underutilized slip-lanes. The Project Team did find spaces for sidewalk activations and outdoor seating, however, and then found local businesses to partner with.

In April, A Better City met with the Public Improvement Commission (PIC) Coordinator to discuss installing public cafes in the corner plaza at the two sites and removing all fences and barriers from the perimeter of the cafes. The City supported these locations for outdoor cafes.

DESIGN PROCESS

A Better City selected two sites for possible outdoor seating—Meridian Food Market and Sammy Carlo’s Deli—then met with the two business owners and EBMS to discuss sponsoring the sites and site layout. The Market and the Deli had different approaches to selecting site materials based on how they could best support the outdoor cafe installations. The types of materials, durability, and how people would use the new spaces helped to guide the outdoor dining materials selection.

Outdoor seating at Sammy Carlo’s.



EAST BOSTON OUTDOOR SEATING

At Meridian Street, the Project Team selected standard, round, park-like picnic tables attached to the ground. Since the new plaza space was too far away from the market storefront to be monitored, having picnic tables rather than movable tables and chairs would reduce the likelihood of someone stealing the furniture. Metal tables were selected since they are more durable, easier to clean, and ADA accessible. The circular table felt more like a table that could help foster conversation and feel more like a community space. Beige umbrellas were selected since they are less likely to fade.

At Sammy Carlo's Deli on Bennington Street, movable chairs were selected. The Deli was able to keep a closer watch on the space since it was next to the store. The Deli ordered their own materials for the site.

Based on feedback from East Boston businesses, A Better City created preliminary floor plans for both locations. These were presented to the Boston Planning and Development Agency (BPDA) landscape architects to identify potential issues that could cause slowdowns during the Public Improvement Commission (PIC) approval process. During this time, A Better City requested quotes from engineering firms and chose one based on their experience getting projects through the PIC process.

In May 2019, A Better City hired Nitsch Engineering. In June, Nitsch Engineering worked on the drawings for each location, which had to conform to the requirements of the approval process of the Public Improvement Commission (PIC). The drawings included

site design as well as specifications for seating materials and umbrellas, signs, and planters. The Bennington Street site preferred off-the-shelf tables and chairs to better meet their budget and designs. The exact products needed to be selected in advance to ensure that they met PIC standards and were included in the final set of drawings.

DOCUMENTATION & PERMITTING

In early July 2018, A Better City collected letters of support from business owners, landlords, and abutting businesses for the project. A Better City and EBMS also collected the required paperwork for each business, including copies of their insurance policies.

In July 2018, Nitsch Engineering submitted a packet to the Public Improvement Commission (PIC). The engineering firm completed the application requests and communicated directly with the City department that reviewed the floor plans and specification drawings. After one week, the applications were placed on the agenda of the PIC public hearing that took place on July 26, 2018.

Nitsch Engineering and A Better City presented the proposals to the PIC panel. The business owners attended the hearing and answered questions by the review panel. After agreeing to a request to put the logo of the City of Boston in the signage of the cafes, the proposals were approved and put on the agenda of the next PIC hearing, two weeks later. On August 9, 2018, the two proposals were officially approved by PIC.

Final construction drawings for the site submitted to the City of Boston.



EAST BOSTON OUTDOOR SEATING

IMPLEMENTATION

In August 2018, A Better City ordered the picnic tables and patio umbrellas for Meridian Street from Peabody Office. The furniture was delayed and arrived in East Boston in early October. In early October, all the seating was installed on the site.

A Better City installed the signs at the sites in 2019, reading:

“PUBLIC OUTDOOR CAFE: SPONSORED BY SAMMY CARLO’S DELI, WITH SUPPORT FROM EAST BOSTON MAIN STREETS AND CITY OF BOSTON.”

LEGAL CONSIDERATIONS

In July 2018, A Better City worked with the Nutter law firm to revise the City of Boston’s Cooperation Agreements. Minor revisions were made to the Agreements by Nutter that were later approved by the City’s legal team. The business owners signed the Cooperation Agreements and left with copies in August.

TIMELINE CHANGES

There were no major changes to the timeline. There was a slight delay with the delivery of the materials to the site.

Sign posted about public outdoor cafe.



Outdoor seating near Meridian Food Market.



PROJECT BUDGET

HARD COSTS

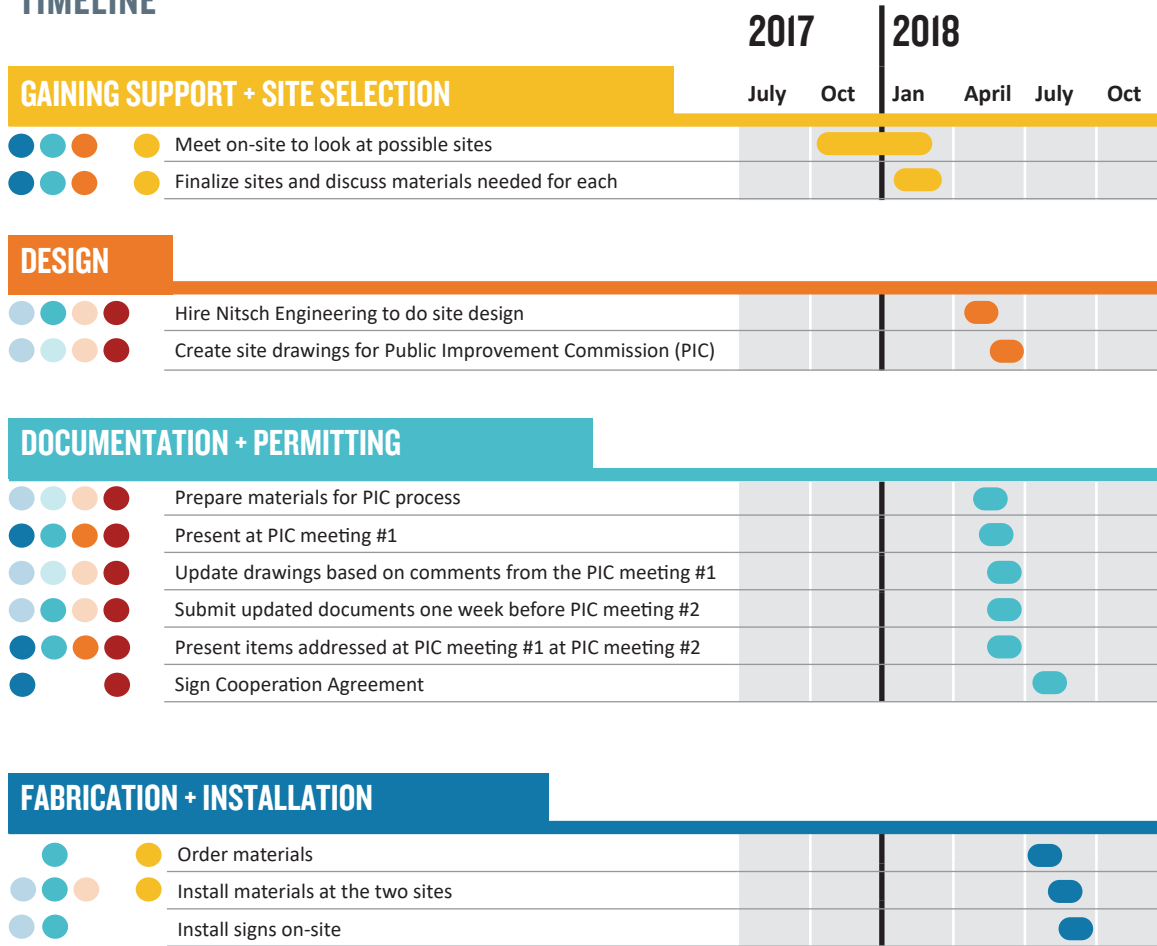
	COST	IN-KIND	FUNDING SOURCE
MATERIALS - TABLES & CHAIRS	\$900		Barr Foundation Grant
MATERIALS - MERIDIAN MARKET	\$1,000		Meridian Market
MATERIALS - MERIDIAN MARKET	\$1,000		East Boston Main Street
MATERIALS - SAMMY CARLO’S DELI	\$1,000		Sammy Carlo’s Deli
TOTAL:	\$3,900		

SOFT COSTS

	COST	IN-KIND	FUNDING SOURCE
DESIGN & ENGINEERING SERVICES	\$7,000		Barr Foundation Grant
PROJECT MANAGEMENT	\$5,000		Barr Foundation Grant
LEGAL PUBLIC NOTICE	\$1,366		Barr Foundation Grant
TOTAL:	\$13,366		Barr Foundation Grant

OUTDOOR SEATING TIMELINE

TIMELINE



PROJECT TEAM

- ● City of Boston
- ● A Better City
- ● East Boston Main Streets
- ● Nitsch Engineering
- ● Businesses

EAST BOSTON OUTDOOR SEATING

LESSONS LEARNED & RECOMMENDATIONS

Publicly accessible outdoor seating is still new in Boston, so there is an opportunity to learn from the planning, design, and approval process.

Stakeholders who were involved in the planning, design, and implementation were interviewed to learn more about what worked well and what could be improved for the next tactical plaza project. Below is a summary of responses along with a few lessons learned and recommendations.

LESSONS LEARNED

The Project Team learned that even small projects take time, coordination, and planning to implement. Implementation takes dedication by a core project team with a leader to help ensure the success of the projects.

RECOMMENDATIONS

One of the key recommendations is to always have a partner with a stake in the project, which is important to supporting overall implementations of the project. One way to increase a local business partner's stake in the project is to have them contribute a portion of funds for the project installation.

In addition, Main Streets staff are well-positioned to help implement placemaking projects. Investing in professional development will help ensure that Main Streets teams are able to support all aspects of future projects.

Finally, installing signs on the site was very important to clarify that the site is a public space available to everyone. Standardizing signs across the City for new tactical placemaking sites and consistently presenting an official City of Boston sign would help be more efficient in helping the public know how to use the space.

INTERVIEW RESPONSE SUMMARY

WHAT WORKED WELL?

- The overall process was quick to design, get approved, and implement.
- Local businesses supported the project and were willing to provide assistance with maintenance.
- Partners were eager to support the projects.

WHAT COULD BE IMPROVED?

- The signage at the site could be improved by better coordination with BTM on the installation and pole types. The sign design should be reviewed by a visual impairments expert.

WHAT DO YOU WISH YOU HAD KNOWN?

- Plan for extra time for delivery.

WHAT RECOMMENDATIONS DO YOU HAVE FOR OTHER GROUPS?

- Work with a variety of local partners to gain support for the project – Main Street organizations, local nonprofits, and especially business owners.
- Help Main Streets directors expand their skills around project management, placemaking, or budgeting so that they can help implement these projects.



POP-UP PLAZAS & PARKLETS

PROJECT OVERVIEW

Over six weeks in the summer of 2019, the City of Boston Public Realm Director worked with two interns to review more than 20 previously scouted locations suitable for one-day pop-up plazas and parklets, to plan five separate installations, and to promote and host the events. The five sites chosen by the team were:

- Austin Street, Charlestown
- Day Square, East Boston
- Liberty Square, Downtown
- Commonwealth Avenue and Harvard Avenue in Allston
- Blue Hill Avenue, Mattapan Square

PROJECT TEAM

ENTITY	ROLE
City of Boston	Permitting, Project Management, & Program Lead
Various Community Organizations	Community Outreach
Various Local Businesses	Local Support

PROCESS SUMMARY & TIMELINE

SITE SELECTION

In winter 2018-2019, the Public Realm Director worked with the Boston Transportation Department to identify over 20 sites across Boston that could work for the pop-up plazas. Many were in commercial districts with underutilized spaces and redundant streets (e.g., slip lanes that leave a triangle median in the middle of the intersection). When the interns started in June 2019, they conducted site visits to help narrow the selection to five locations. The chosen sites were:

- Austin Street, Charlestown
- Day Square, East Boston
- Liberty Square, Downtown
- Commonwealth Avenue and Harvard Avenue, Alston
- Blue Hill Avenue, Mattapan Square

Part of the goal of choosing the pop-up locations was to test out sites, gauge interest, and determine where a tactical plaza could go in the future.

DESIGN PROCESS

There was no formal design for the pop-up plazas and parklets. Instead, a “Kit of Parts” was assembled that the Project Team could use at each site.

The City of Boston interns met with staff from various community organizations, such as the Charlestown Mother’s Association in Charlestown and Mattapan Food and Fitness in Mattapan Square, to discuss common placemaking project materials, project timelines, and installation set-up requirements. The interns also visited hardware stores to identify materials that would work. In addition, there were several materials that were borrowed from other City departments and from The Trust for Public Land, which reduced costs.

DOCUMENTATION & PERMITTING

The City of Boston worked to obtain street closure permits for the one-day pop-ups. Standard “No Parking” signs were posted two days before the event, specifying the dates on which street parking would not be allowed.

Pop-up parklet in Mattapan Square (City of Boston).



POP-UP PLAZAS & PARKLETS

IMPLEMENTATION (SUMMER 2019)

The City of Boston's Public Realm interns implemented one-day pop-ups at the five sites. After transporting the materials to each site and setting up, the interns spent the day interviewing people about the pop-up plazas.

At the end of each event, the interns disassembled the site and moved the materials back to the City's storage container. The one-day pop-ups were helpful to determine sites that may be good candidates for future tactical plazas.

TIMELINE CHANGES

There were no changes to the scheduled event days. A few days had heavy rain, but the pop-up events still took place as planned.

MAINTENANCE

Since the pop-ups were one day each, there was no maintenance for the sites. There was some minimal clean-up before and after the events.

MAINTENANCE ROLES

POP-UP PARTNERS	CITY OF BOSTON
Supplies provided as needed	Set up & clean-up for the pop-ups



Pop-up plaza at Liberty Square in Downtown Boston (A Better City).



POP-UP PLAZAS & PARKLETS TIMELINE

PROJECT BUDGET

Many materials were borrowed from other City Departments, local businesses, and The Trust for Public Land, which greatly helped to reduce the costs.

HARD COSTS

	COST	IN-KIND	FUNDING SOURCE
MATERIALS - NEW	\$0	\$0	N/A
MATERIALS - BORROWED		\$2,500	City of Boston & The Trust for Public Land
TOTAL:	\$0	\$2,500	

SOFT COSTS

	COST	IN-KIND	FUNDING SOURCE
LANDSCAPE ARCHITECTS	\$0	N/A	
PROJECT MANAGEMENT		100 Hours	City of Boston & The Trust for Public Land
PROJECT IMPLEMENTATION		175 Hours	The Solomon Foundation
TOTAL:	\$0	275 Hours	

TIMELINE

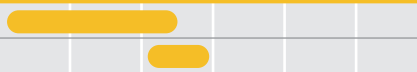
2019

GAINING SUPPORT + SITE SELECTION

April May June July Aug Sept



- Identify possible sites throughout Boston
- Select final sites with the help of City of Boston interns



PERMITS



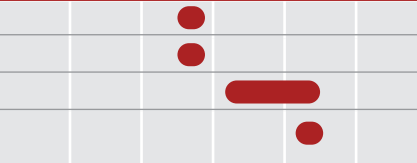
- Apply for street closure permits for the one-day events
- Post "No Parking" signs 48 hours before events



POP-UP INSTALLATIONS



- Identify materials that could be used at multiple sites
- Purchase and collect borrowed materials for pop-up plazas
- Host five one-day pop-ups in plazas across Boston
- Debrief for each location, including its potential for a tactical plaza



PROJECT TEAM

- City of Boston
- Community Partners
- Businesses

POP-UP PLAZAS & PARKLETS

LESSONS LEARNED & RECOMMENDATIONS

Pop-up installations are becoming increasingly popular to test tactical public realm projects in Boston.

Stakeholders who were involved in the planning, design, and implementation were interviewed to learn more about what worked well and what could be improved for the next tactical plaza project. Below is a summary of responses along with a few lessons learned and recommendations.

LESSONS LEARNED

This process was similar to a pilot project—testing a concept in which interns were able to compare a variety of locations, materials, and engagement on-site. One of the key lessons learned from these pilots was that transporting the materials and setting up the installation requires several people. More time to plan the installation and do outreach with residents would have been helpful in building partnerships and support for the pop-up as well as for future installations.

Perhaps the most important lesson learned was that materials must be durable, high-quality, lightweight, easy to move, and able to perform well in a variety of weather conditions. It can be difficult to decide between materials cost and materials performance. For example, many of the materials for this project were borrowed or donated from partners including the Wax Museum and The Trust for Public Land, and the chairs came from a City project that were unused. While they may not have been the ideal materials in terms of weight, durability, or ease of moving, they cut the total project costs significantly.

RECOMMENDATIONS

The Project Team recommends that in advance of the installation day, talk to all the site abutters and key local stakeholders to learn about the neighborhood and to build partnerships for the event. It is also useful to the business owners to note any increase or decrease in traffic to their businesses with the change in use next to their storefront.

A one-day-pop-up requires a lot of people power. One recommendation from the Project Team for an

expanded pop-up program is to have additional seasonal staff responsible for logistics including transporting materials, set-up, and breakdown. Seasonal staff would help extend the number of months that pop-ups could take place, whereas interns are often only available for six to eight weeks in the summer. In addition, a large team would allow for more installations, programs, on-site collection of feedback, and evaluation of how the installation performed.

Finally, if possible, the Project Team recommends starting planning the pop-ups in January or February for the summer. This way there is time to develop partnerships, plan the installations, acquire materials, and do outreach.

INTERVIEW RESPONSE SUMMARY

WHAT WORKED WELL?

- At several sites, residents were already interested in the tactical plaza concept.
- Downtown office workers understood the spaces immediately since many were already used to eating lunch at similar plazas.
- Proximity to other destinations brought foot traffic to the sites.
- Programming relevant to the neighborhood helped attract the community to the pop-up. For example, programs for seniors were well-received when the pop-up was near a senior center, and activities for children were popular when there was a preschool nearby.
- Local groups made a huge difference when they posted about the pop-up on social media in advance of the installation and the day of the installation since this helped to bring people to the site.
- Games helped to attract and engage people, especially kids and adults in Downtown.

WHAT COULD BE IMPROVED?

- Have a variety of chairs for different types of visitors to the site. Benches are often sturdier to sit on.
- Have high-quality tents to create shade if the project takes place in summer.
- Have signage about the installation and overall project concept and a site rendering. This will help to clarify what it is testing and the possibility of a future project at the site.
- Use a better form of fencing or edging that is more welcoming, such as plants in attractive planters.

POP-UP PLAZAS & PARKLETS

WHAT DO YOU WISH YOU HAD KNOWN?

- AstroTurf is very heavy to move, especially if it rains, but people loved it.
- Material choices are key to creating an inviting space. Lightweight wood planters or milk crates turned into planters would create a nice edge and would be more inviting.
- Don't use police barriers. They didn't help to pull people into a small space. If you must use barriers, change the design or colors. The only location where the police barriers were not a problem was Newbury Street, which was several blocks long.

WHAT RECOMMENDATIONS DO YOU HAVE FOR OTHER GROUPS?

- Try to select quality, lightweight, durable, all-weather materials that are easy to move.
- If there are no restaurants or other food businesses near the site, bring in a food vendor.
- If possible, host pop-ups for a longer duration or do multiple pop-up days. This helps to test how the site does over a longer time period and in different weather. Also, news about the pop-up will travel by word of mouth to other residents who can stop by another day.
- Look to borrow materials from local groups to help reduce costs and waste and build partnerships.
- A minimum of three people is necessary to implement even a small pop-up with a tent and planters. Get as many support people as possible.
- If you are storing things on- or off-site, make more than one key for your storage area or use a combination lock.

APPENDIX A: BIRCH STREET SURVEY

Roslindale

Pop-up Plaza Survey

How did you get here today?

- Walk
- Bike
- Bus / T / Commuter Rail
- Private car
- Taxi/Rideshare
- Other

Please describe _____

How often do you come to Roslindale Village?

- Daily
- Weekly
- A few times a week
- Monthly
- A few times a month
- Every few months
- Once a year
- I don't remember the last time I was here

How long did you usually stay on Birch St / Roslindale Village?

- Less than 10 minutes
- 10 minutes
- 20 minutes
- 30 minutes
- 1 hour or more

How long do you plan to stay here today?

- Less than 10 minutes
- 10 minutes
- 20 minutes
- 30 minutes
- 1 hour or more

What brought you here today?

Did you...

- Bring anyone with you?
- Plan to meet anyone here?
- Run into someone you knew?
- Meet someone new?
- Didn't bring or meet anyone

DATE: _____

TIME: _____

WEATHER CONDITIONS: _____

COLLECTED BY: _____

What did you do here? / What do you plan to do?

- Stop by a shop
- Eat lunch / dinner
- Get coffee
- Grab a drink
- Sit
- Play a game
- Listened to music
- Wait for transit
- Other

What did you think about the pop-up plaza?

What additions/improvements would you like to see in the final plaza installation?

How did you find out about the pop-up installation?

- Poster
- Social Media
- Newspaper
- Word of mouth
- I was just walking by
- Other _____

What neighborhood do you live in?

Anything else you want to share?

OTHER INFORMATION

Age: ___ under 18 ___ 20s ___ 30s ___ 40s

___ 50s ___ 60s ___ 70s+

Gender: _____

Group size: _____

Other Notes:

APPENDIX B: PIC CHECKLIST (2019)



Telephone: (617) 635-4961
Fax: (617) 635-4558
Email: PIC@cityofboston.gov

CITY OF BOSTON PUBLIC IMPROVEMENT COMMISSION

PUBLIC WORKS DEPARTMENT
CITY HALL ROOM 714

Boston, Massachusetts 02201

SPECIFIC REPAIRS CHECKLIST

JOANNE P. MASSARO
Chairperson

Commission Members:
Transportation Department
Property Management
Inspectional Services
Water & Sewer Commission

AMY S. CORDING
Chief Engineer

TODD M. LIMING
Acting Executive Secretary

- 1. Prepare plans
- 2. Submit plans to public agencies
- 3. Submit plans to private utility companies
- 4. Begin drafting LMI
- 5. Provide full submission package to the PIC
 - Plans
 - Petition
 - COBUCS number
 - Public agency responses
 - Boston Transportation Department
 - Inspectional Services Department
 - Boston Water & Sewer Commission
 - PWD – Street Lighting Division (if applicable)
 - Commission for Persons with Disabilities
 - Boston Parks & Recreation Department (if applicable)
 - Boston Redevelopment Authority
 - Mayor's Office of Neighborhood Services
 - Boston Landmarks Commission (if applicable)
 - Architectural District Commission (if applicable)
 - Utility company delivery receipts
 - Manager's Certificate or Certificate of Authority
 - TAPA (if applicable)
- 6. Appear at PIC Hearing under "New Business"
- 7. Revise/amend project as directed by Commission
- 8. Appear at PIC Hearing under "Public Hearing"
- 9. Supply PIC with Mylar copies for Registry of Deeds
- 10. Permits and Construction



CITY OF BOSTON
PUBLIC IMPROVEMENT COMMISSION

PUBLIC WORKS DEPARTMENT
CITY HALL ROOM 714

Boston, Massachusetts 02201

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Chairperson

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Inspectional Services
Water & Sewer Commission

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Chief Engineer

TODD M. LIMING
Acting Executive Secretary

SPECIFIC REPAIRS PROCEDURE

The following steps should be taken, generally in the noted sequential order, to petition the Public Improvement Commission for permission to perform Specific Repairs within the public right-of-way. Once the articles listed in Step 5 have been submitted to the satisfaction of the Chief Engineer, you will be placed on the next available PIC Hearing agenda under "New Business".

1. Prepare plans to conform to the following criteria:
 - Full-sized 24"x36" in the landscape orientation
 - Stamped and signed by a MA-registered civil engineer
 - PIC's title block in the lower right-hand corner (an example is enclosed)
 - Additional signature lines reading:
 - PIC Design Review
 - PIC Chief Engineer
 - Approved, Commissioner of Public Works
 - Blank 3.5"x3.5" box in the lower left-hand corner (for Registry use)
 - Provide horizontal dimensions to all proposed specific repairs as necessary (minimum accessible width in most instances is 60 inches; this shall not include tree grates flush with the sidewalk)
 - Cross-sectional details of any proposed non-standard specialty pavers
 - Foundation details of any proposed permanent or semi-permanent structures
2. Submit to the following public agencies plans and background information relating to the project. A written response indicating approval will be required from every listed public agency. See the enclosed "Public Agency Contacts" for contact information.
 - Boston Transportation Department (BTD)
 - Inspectional Services Department (ISD)
 - Boston Water & Sewer Commission (BWSC)
 - PWD – Street Lighting Division (if any street lights are being impacted)
 - Commission for Persons with Disabilities
 - Boston Parks & Recreation Department (if any trees are being impacted)
 - Boston Redevelopment Authority
 - Mayor's Office of Neighborhood Services
 - Boston Landmarks Commission (if applicable)
 - Architectural District Commission (if applicable)



CITY OF BOSTON
PUBLIC IMPROVEMENT COMMISSION

PUBLIC WORKS DEPARTMENT
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Chairperson

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Water & Sewer Commission

AMY S. CORDING
Chief Engineer

TODD M. LIMING
Acting Executive Secretary

3. Submit via certified mail plans to the private utility companies listed on the enclosed "Utility Contacts" document. A written response will not be required from these companies; however, their comments shall be addressed to the satisfaction of the Commission.
4. Consult with PIC's Legal Counsel to cooperatively begin drafting the License, Maintenance, and Indemnification (LMI) agreement.
5. Provide full submission to the PIC for review. This submission shall include three full-sized sets of the prepared plans along with an Engineering Report. The report shall include the following:
 - Petition signed by the interested party
 - COBUCS number as provided by Public Works Department, Highway Division
 - Letters of support/approval from every public agency noted in Step 2
 - Proof of delivery (delivery receipt) from every utility company noted in Step 3 (also include all responses that may have been provided)
 - Manager's Certificate (for a licensed LLC) or Certificate of Authority (for all other business structures) verifying that the individual(s) signing the petition have the authority to make the decisions associated with the subject PIC action
 - Transportation Access Plan Agreement (TAPA) if deemed necessary by BTM
6. Once PIC Staff is satisfied with the submission the project will be placed on the next available PIC Hearing agenda under "New Business". The petitioner and any other supporting parties (e.g. co-petitioners, contracted engineers, legal counsel, public agencies, etc.) should be prepared to present the project to the Commission and field any questions or comments that may arise. A date for a Public Hearing will be declared.
7. Revisions and/or plan amendments may be requested by the Commission at the "New Business" Hearing. These should be addressed prior to the Public Hearing as scheduled in Step 6.



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PUBLIC IMPROVEMENT COMMISSION

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Chief Engineer

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Acting Executive Secretary

8. Return to the PIC Hearing under "Public Hearing". The petitioner and any other supporting parties should be prepared to provide evidence of the steps taken to satisfy the comments made by the Commission at the New Business Hearing. If the Commission is satisfied a motion to approve the petition will be voted on. If any issues are outstanding a motion to deny or continue the petition will be voted on. If the petition is continued a date for the Continuation of the Public Hearing will be declared and the process reverts to Step 7.
9. After obtaining an approving vote from the Commission, provide to PIC staff two copies of the final plans on Mylar. One copy may be monochrome, the other should show existing conditions in black and any proposed changes to the curb alignment in blue. One copy will be kept on file at City Hall and the other will be recorded with the Registry of Deeds.
10. Upon receipt of the Mylar plans, the necessary permits may be granted and construction may commence.

APPENDIX C: BIRCH STREET PIC MATERIALS

BIRCH STREET PLAZA ROSLINDALE, BOSTON, MA

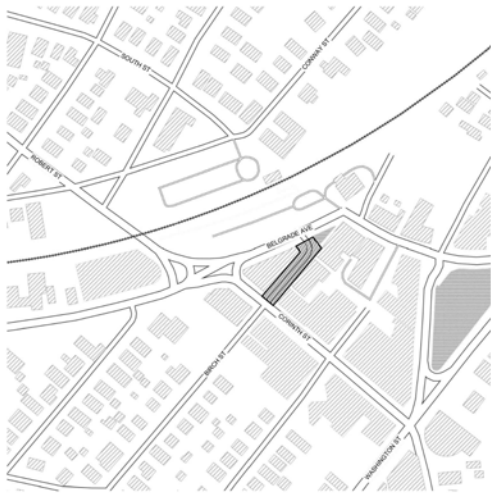
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Sheet Number	Sheet Name	Scale
G0.00	COVER SHEET	
L1.00	LAYOUT PLAN	1/8" = 1'-0"
L1.01	MATERIALS PLAN	1/8" = 1'-0"
L1.02	PAINT PLAN	1/8" = 1'-0"
L1.03	LIGHTING PLAN	1/8" = 1'-0"
L2.00	ELEVATION & SECTION	1/8" = 1'-0"
L4.00	SITE DETAILS & SPECIFICATIONS	AS NOTED
L4.01	SITE DETAILS - PLANTING	AS NOTED



* PROJECT LOCATION



* PROJECT LOCATION



■ PROJECT LOCATION

	PIC DESIGN REVIEW PIC CHEF ENGINEER
--	--

COMMISSIONER OF PUBLIC WORKS:

NOT FOR CONSTRUCTION			
NO.	BY	DATE	DESCRIPTION

STAMP

PREPARED BY: MERRITT / CHASE <small>166 4th Street Pittsburgh, PA 15221 (412) 681-4204</small>

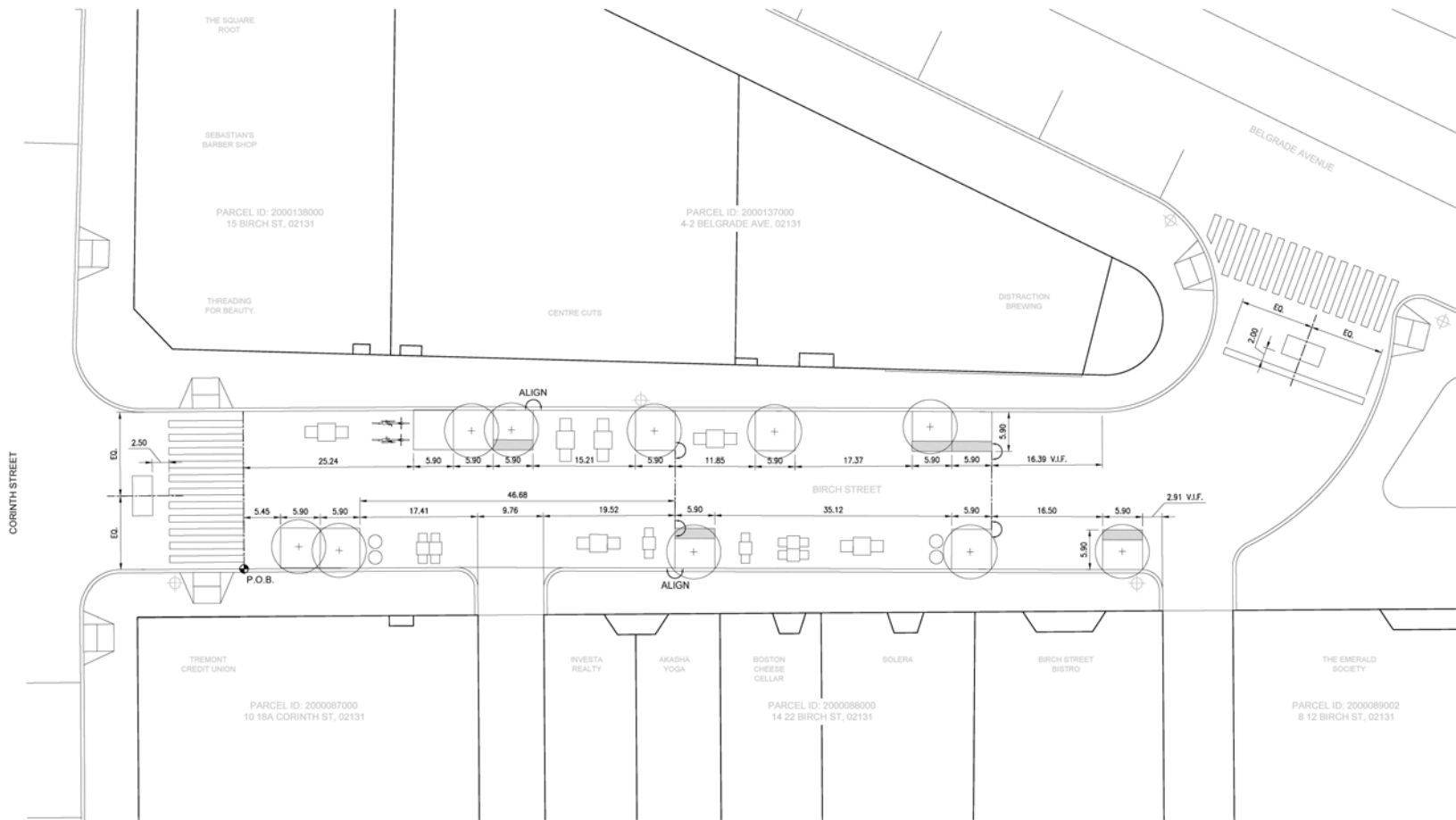
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PHASE No. CONTRACT No. PROJECT No. 1908
--

SHEET No. G0.00

CITY OF BOSTON ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT SPECIFIC REPAIRS PLAN Birch Street COVER SHEET ROSLINDALE DIVISION ENGINEER September 10, 2019
--

- LEGEND**
- P.O.B. POINT OF BEGINNING
 - ALIGN ALIGN
 - REFERENCE LINE



CORINTH STREET

BELGRADE AVENUE

BIRCH STREET

TREMONT CREDIT UNION

INVESTA REALTY

AKASHA YOGA

BOSTON CHEESE CELLAR

SOLERA

BIRCH STREET BISTRO

THE EMERALD SOCIETY

PARCEL ID: 2000136000
15 BIRCH ST, 02131

PARCEL ID: 2000137000
4-2 BELGRADE AVE, 02131

PARCEL ID: 2000087000
10 18A CORINTH ST, 02131

PARCEL ID: 2000088000
14 22 BIRCH ST, 02131

PARCEL ID: 2000089002
8 12 BIRCH ST, 02131

PC DESIGN REVIEW

PC CHIEF ENGINEER

COMMISSIONER OF PUBLIC WORKS

NO.	BY	DATE	DESCRIPTION
NOT FOR CONSTRUCTION			

STAMP

PREPARED BY:
MERRITT/CHASE
100 4th Street
Pittsburgh, PA 15204
(412) 487-0200

SCALE: 1/8" = 1'-0"
DRAWN: KSM/NAS
CHECKED: MJC
APPROVED: MJC
SURVEY DATE:
SURVEY BY:
FIELD BOOK No:

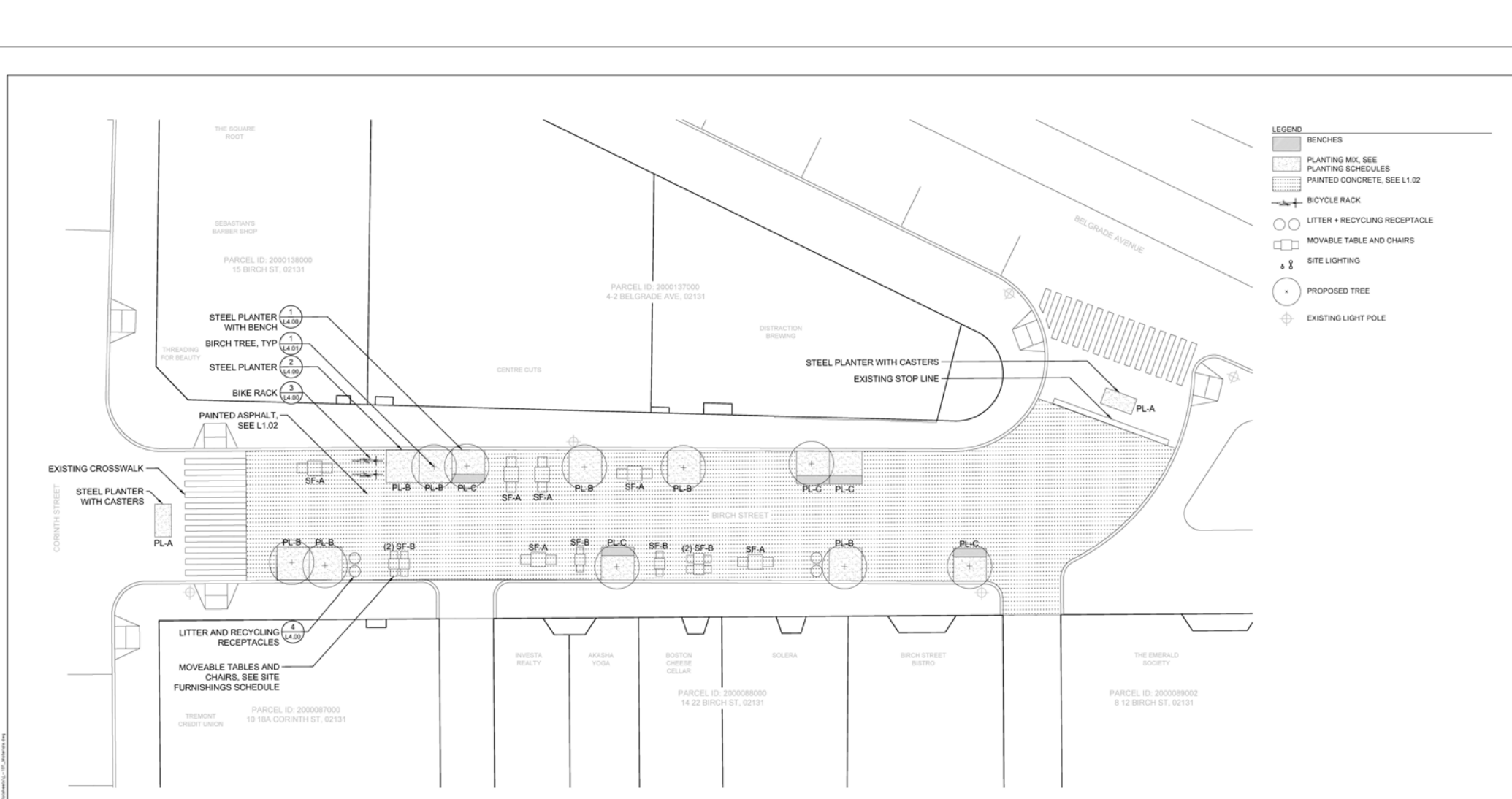
PHASE No:
CONTRACT No:
PROJECT No:
19008

SHEET No:
L1.00

CITY OF BOSTON
ENGINEERING DIVISION
SPECIFIC REPAIRS PLAN
Birch Street
LAYOUT PLAN
ROSLINDALE
DIVISION ENGINEER



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- LEGEND**
- BENCHES
 - PLANTING MIX, SEE PLANTING SCHEDULES
 - PAINTED CONCRETE, SEE L1.02
 - BICYCLE RACK
 - LITTER + RECYCLING RECEPTACLE
 - MOVABLE TABLE AND CHAIRS
 - SITE LIGHTING
 - PROPOSED TREE
 - EXISTING LIGHT POLE

SITE FURNISHINGS SCHEDULE

CATEGORY	KEY	QUANTITY	DESCRIPTION	NOTES
Tables + Chairs	SF-A	6	Vestire April-Go Table + April-Go Chair with Armrests	Each set includes 1 table and 2 chairs. See specifications for sizes
	SF-B	6	Bistro Table + Bistro Chairs	Each set includes 1 table and 2 chairs. See specifications for sizes
Bicycle Rack		2	Dero Hoop Rack	See specifications
Litter + Recycling Receptacle		2		Each set includes 1 litter and 1 recycling receptacle. See specifications

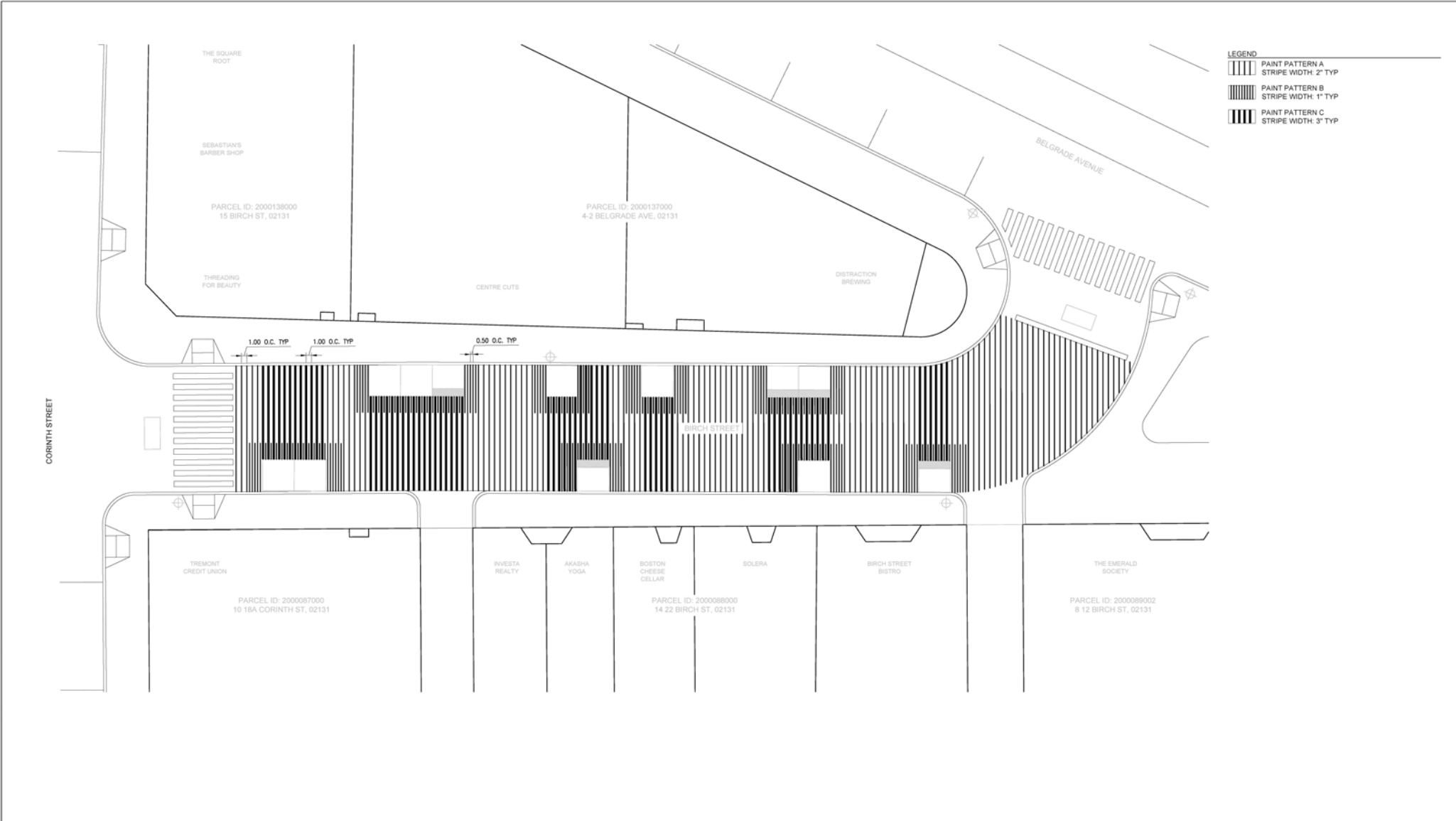
PLANTING SCHEDULE

CATEGORY	KEY	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE	ROOT TYPE	SPACING
Trees	Bst pop	10	Betula papyrifera	Paper Birch	3"-3.5" Cal.	B&B	See Plan
Planter Mix	AH	68	Amsonia hubrichtii 'Blue Ice'	Blue Ice Blue Star	1 Quart	Cont	12" O.C.
	BC	94	Bouteloua curtipendula	Side-Oats Grass	1 Quart	Cont	12" O.C.
	EB	73	Echinops bannaticus 'Taplow Blue'	Taplow Blue Globe Thistle	1 Quart	Cont	12" O.C.
	PA	73	Pennisetum amplexicaulis 'Alba'	White Knotweed	1 Quart	Cont	12" O.C.
	SS	68	Solidago sphacelata 'Golden Fleece'	Golden Fleece Goldenrod	1 Quart	Cont	12" O.C.
	SH	94	Sporobolus heterolepis	Phairie Dropseed	1 Quart	Cont	12" O.C.

- | | | | | | |
|--|---|--|---|--|--|
| <p>PL-A MIX</p> <p>KEY QUANTITY</p> <p>AH 3</p> <p>BC 4</p> <p>EB 3</p> <p>PA 3</p> <p>SS 3</p> <p>SH 4</p> | <p>NOTE:</p> <p>1. TWO (2) TOTAL PL-A PLANTERS ON SITE</p> <p>2. EACH PL-A PLANTER TO HAVE MIX QUANTITIES AS LAID OUT IN PL-A MIX TABLE</p> | <p>PL-B MIX</p> <p>KEY QUANTITY</p> <p>AH 6</p> <p>BC 8</p> <p>EB 6</p> <p>PA 6</p> <p>SS 6</p> <p>SH 8</p> | <p>NOTE:</p> <p>1. SEVEN (7) TOTAL PL-B PLANTERS ON SITE</p> <p>2. EACH PL-B PLANTER TO HAVE MIX QUANTITIES AS LAID OUT IN PL-B MIX TABLE</p> | <p>PL-C MIX</p> <p>KEY QUANTITY</p> <p>AH 4</p> <p>BC 6</p> <p>EB 5</p> <p>PA 5</p> <p>SS 4</p> <p>SH 6</p> | <p>NOTE:</p> <p>1. FIVE (5) TOTAL PL-C PLANTERS ON SITE</p> <p>2. EACH PL-C PLANTER TO HAVE MIX QUANTITIES AS LAID OUT IN PL-C MIX TABLE</p> |
|--|---|--|---|--|--|



<p>PC DESIGN REVIEW</p>														
<p>PC CHIEF ENGINEER</p>	<p>COMMISSIONER OF PUBLIC WORKS</p>	<p>STAMP</p>	<p>PREPARED BY:</p> <p>MERRITT CHASE</p> <p>100 4th Street Pittsburgh, PA 15201 (412) 681-0200</p>	<p>SCALE: 1/8" = 1'-0"</p> <p>DRAWN: ASH/AAS DATE: 9/11/2019</p> <p>CHECKED: MKC DATE: 9/11/2019</p> <p>APPROVED: MKC DATE: 9/11/2019</p> <p>SURVEY DATE:</p> <p>SURVEY BY:</p> <p>FIELD BOOK No:</p>	<p>PHASE No:</p> <p>CONTRACT No:</p> <p>PROJECT No:</p> <p>1909</p>	<p>SHEET No:</p> <p>L1.01</p>	<p>CITY OF BOSTON ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT</p> <p>SPECIFIC REPAIRS PLAN</p> <p>Birch Street MATERIALS PLAN</p> <p>ROSLINDALE</p> <p>DIVISION ENGINEER September 10, 2019</p>							
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NO.	BY	DATE	DESCRIPTION											



- LEGEND**
- PAINT PATTERN A
STRIPE WIDTH: 2' TYP
 - PAINT PATTERN B
STRIPE WIDTH: 1' TYP
 - PAINT PATTERN C
STRIPE WIDTH: 3' TYP

PIC DESIGN REVIEW
PIC CHIEF ENGINEER

COMMISSIONER OF PUBLIC WORKS	STAMP		
NOT FOR CONSTRUCTION			
NO.	BY	DATE	DESCRIPTION

PREPARED BY:

**MERRITT
CHASE**

100 4th Street
Pittsburgh, PA 15222
610.461.6224

SCALE: 1/8" = 1'-0"	PHASE No.
DRAWN: JSM/MS	DATE: 8/16/2019
CHECKED: MKC	DATE: 8/16/2019
APPROVED: MKC	DATE: 8/16/2019
SURVEY DATE:	PROJECT No.
SURVEY BY:	1908
FIELD BOOK No.:	

SHEET No.
L1.02

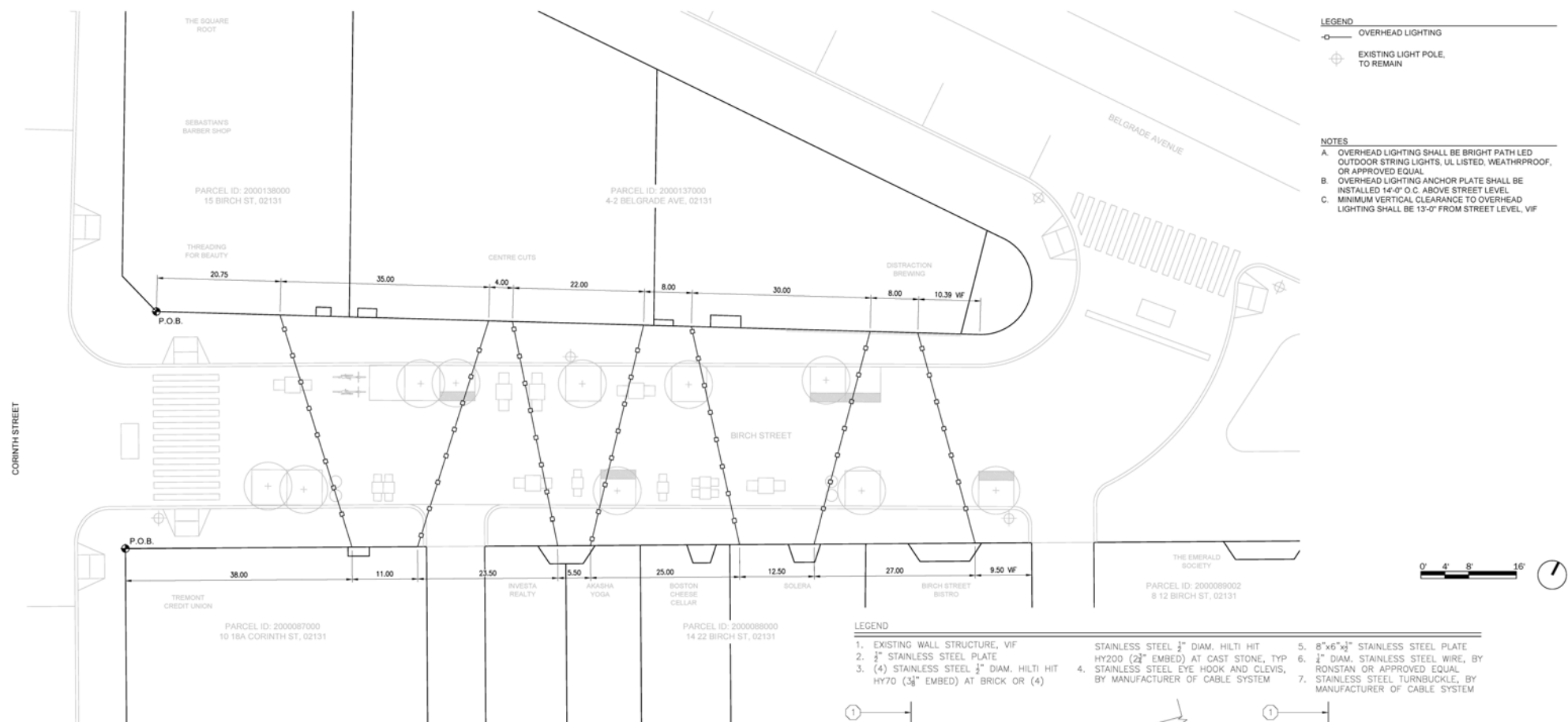
CITY OF BOSTON PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION
SPECIFIC REPAIRS PLAN
**Birch Street
PAINT PLAN**
ROSLINDALE

DIVISION ENGINEER September 10, 2019



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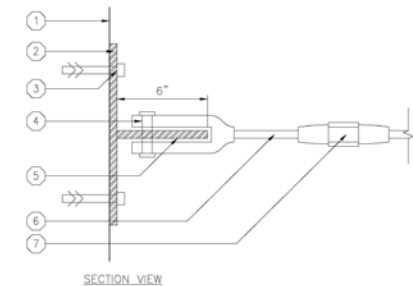
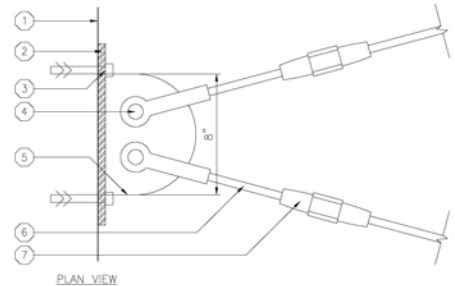


- LEGEND**
- OVERHEAD LIGHTING
 - ⊕ EXISTING LIGHT POLE TO REMAIN

- NOTES**
- A. OVERHEAD LIGHTING SHALL BE BRIGHT PATH LED OUTDOOR STRING LIGHTS, UL LISTED, WEATHRPROOF, OR APPROVED EQUAL.
 - B. OVERHEAD LIGHTING ANCHOR PLATE SHALL BE INSTALLED 14'-0" O.C. ABOVE STREET LEVEL.
 - C. MINIMUM VERTICAL CLEARANCE TO OVERHEAD LIGHTING SHALL BE 13'-0" FROM STREET LEVEL, VIF.



- LEGEND**
1. EXISTING WALL STRUCTURE, VIF
 2. 1/2" STAINLESS STEEL PLATE
 3. (4) STAINLESS STEEL 1/2" DIAM. HILTI HIT HY70 (3/8" EMBED) AT BRICK OR (4) STAINLESS STEEL 1/2" DIAM. HILTI HIT HY200 (2 1/2" EMBED) AT CAST STONE, TYP
 4. STAINLESS STEEL EYE HOOK AND CLEVIS, BY MANUFACTURER OF CABLE SYSTEM
 5. 8"x6"x3/4" STAINLESS STEEL PLATE
 6. 1/2" DIAM. STAINLESS STEEL WIRE, BY RONSTAN OR APPROVED EQUAL
 7. STAINLESS STEEL TURNBUCKLE, BY MANUFACTURER OF CABLE SYSTEM

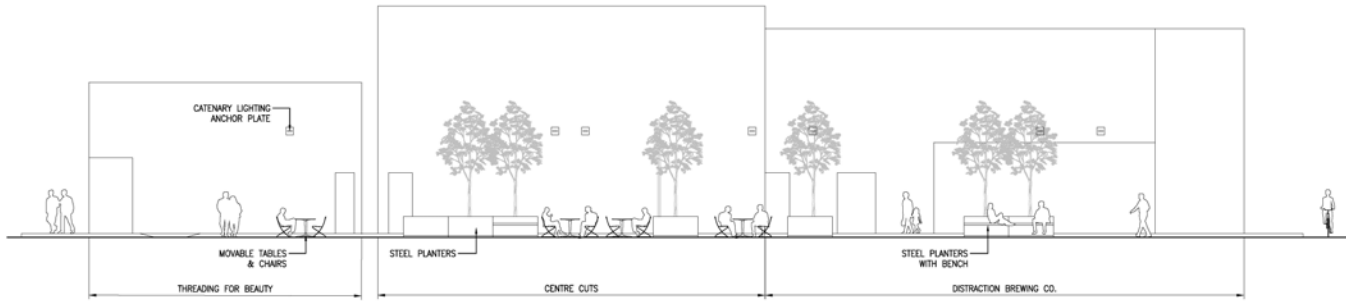


1 OVERHEAD LIGHTING ATTACHMENT, TYP
SCALE: 3" = 1'-0"

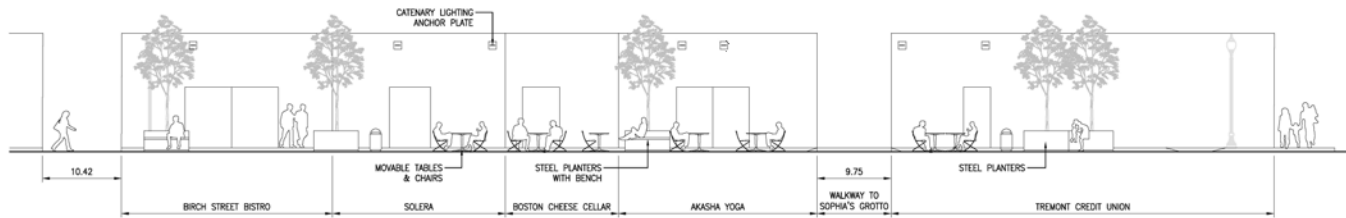
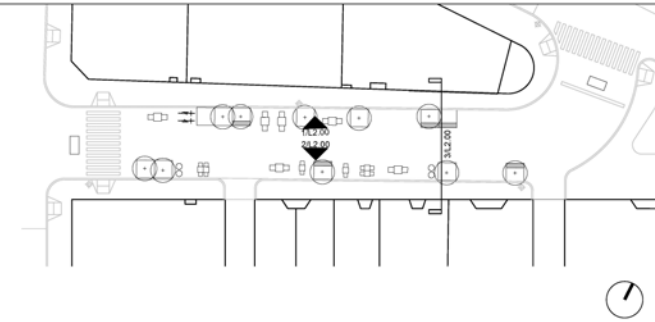
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	PC CHIEF ENGINEER	COMMISSIONER OF PUBLIC WORKS							

NOT FOR CONSTRUCTION			
NO.	BY	DATE	DESCRIPTION

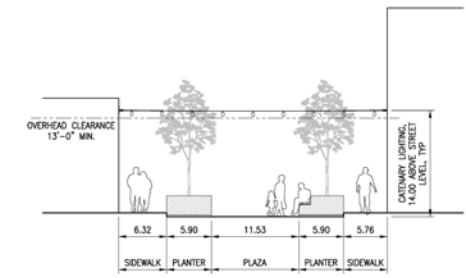
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1 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



2 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



3 SECTION
SCALE: 1/8" = 1'-0"

PRC DESIGN REVIEW	
PRC CHIEF ENGINEER	COMMISSIONER OF PUBLIC WORKS

NO.	BY	DATE	DESCRIPTION
NOT FOR CONSTRUCTION			

STAMP

PREPARED BY:
MERRITT CHASE
188 4th Street
Pittsburgh, PA 15221
(412) 461-4224

SCALE: AS NOTED
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CHECKED: MKC DATE: 9/10/2019
APPROVED: MKG DATE: 9/10/2019
SURVEY DATE:
SURVEY BY:
FIELD BOOK No.:

PHASE No.
CONTRACT No.
PROJECT No.
1908

SHEET No.
L2.00

CITY OF BOSTON PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION
SPECIFIC REPAIRS PLAN
Birch Street ELEVATIONS & SECTION
ROSLINDALE
DIVISION ENGINEER
September 10, 2019

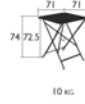
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 PLOT USER: JCH
 PLOT DEVICE: HP DesignJet 500

NOTE: FINAL COLOR TO BE DETERMINED



0244 - TABLE 71 X 71 CM
Parasol hole Ø 41 mm
Steel frame
Sheet steel table top

NEW Product improvement: new one-piece pads for improved hold and easier fitting.



NOTE: FINAL COLOR TO BE DETERMINED



4102 - ARMCHAIR
Aluminium tube frame
Backrest, seat and armrests made from curved aluminium slats
Stacking: x 4 (stacked height: 1000 mm)
Stacking: x 6 (stacked height: 1090 mm)
Stacking: x 8 (stacked height: 1160 mm)

Accessories: Basics & Skin cushion p.133 & Color Mix p.137



8 SF-B TABLE — FERMOB BISTRO
SCALE: N/A

NOTE: FINAL COLOR TO BE DETERMINED



0101 - METAL CHAIR
Steel frame
Curved slats made from galvanised steel
Plastic clips for slow, safe folding and unfolding
Electro-galvanized one-piece steel cross-beams

Accessories: Basics Bistro p.133 & Color Mix p.137
NEW Product improvement: new one-piece pads for improved hold and easier fitting



7 SF-B CHAIR — FERMOB BISTRO
SCALE: N/A

NOTE: FINAL COLOR TO BE DETERMINED

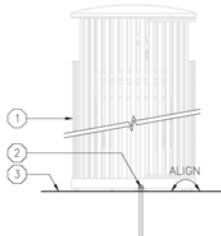


4135 - 4-LEGGED TABLE 80 X 80 CM
Parasol hole Ø 41 mm
Aluminium tube frame
Aluminium slat table top



6 SF-A TABLE — FERMOB LUXEMBOURG
SCALE: N/A

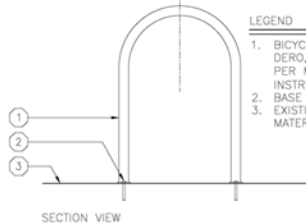
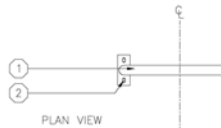
5 SF-A CHAIR — FERMOB LUXEMBOURG
SCALE: N/A



- LEGEND**
- LITTER/RECYCLING RECEPTACLE, SEE SPECS
 - ANCHOR BOLT, ANCHOR RECEPTACLE PER MANUFACTURER'S INSTRUCTIONS
 - EXISTING PAVEMENT, SEE MATERIALS PLAN

- NOTES**
- A. LITTER AND RECYCLING SIGNAGE TO BE APPLIED TO EXTERIOR OF RESPECTIVE RECEPTACLE. SIGNAGE TO BE APPROVED BY LANDSCAPE ARCHITECT

4 LITTER + RECYCLING RECEPTACLE, TYP
SCALE: 1" = 1'-0"

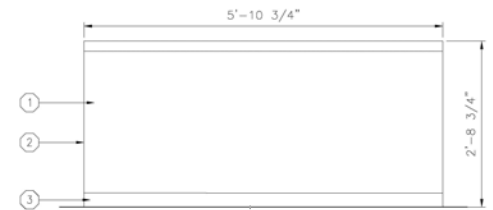


- LEGEND**
- BICYCLE RACK, HOOP RACK BY DERO, SURFACE MOUNT, INSTALL PER MANUFACTURER'S INSTRUCTIONS
 - BASE PLATE AND ANCHOR BOLT
 - EXISTING PAVEMENT, SEE MATERIALS PLAN

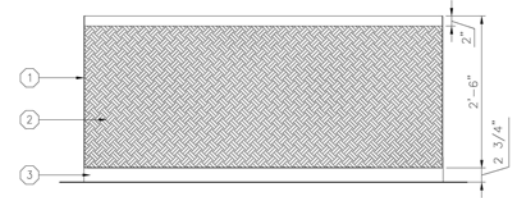
3 BICYCLE RACK, TYP
SCALE: 1" = 1'-0"

LEGEND

- LASERCUT POWDER COATED STEEL CLASS A, 4MM THICK
- PLANTING SOIL
- 2.8" HIGH SUPPORT



FRONT ELEVATION VIEW

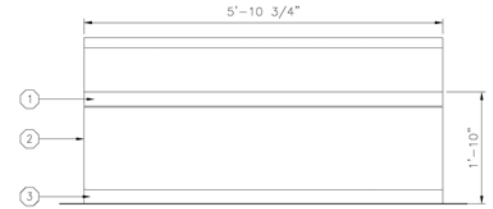


SECTION VIEW

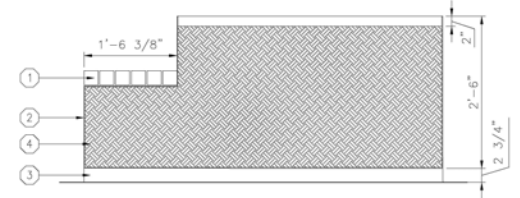
2 STREET LIFE SOLID EDGE PLANTER, TYP
SCALE: 1" = 1'-0"

LEGEND

- 2.8"x2.8" HARDWOOD SLATS
- LASERCUT POWDER COATED STEEL CLASS A, 4MM THICK
- 2.8" HIGH SUPPORT
- PLANTING SOIL



FRONT ELEVATION VIEW



SECTION VIEW

1 STREET LIFE SOLID EDGE PLANTER WITH BENCH, TYP
SCALE: 1" = 1'-0"

PC DESIGN REVIEW	
PC CHIEF ENGINEER	COMMISSIONER OF PUBLIC WORKS

NO.	BY	DATE	DESCRIPTION
NOT FOR CONSTRUCTION			

STAMP

PREPARED BY:

MERRITT CHASE

150 4th Street
Pittsburgh, PA 15201
610.461.0100

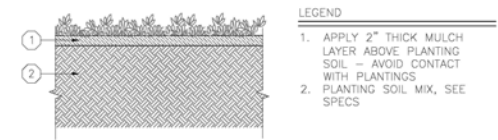
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SURVEY BY:	
FIELD BOOK No:	

PHASE No.	
CONTRACT No.	
PROJECT No.	
19008	

SHEET No.	L4.00
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CITY OF BOSTON	ENGINEERING DIVISION	PUBLIC WORKS DEPARTMENT
SPECIFIC REPAIRS PLAN		
Birch Street		
SITE DETAILS & SPECIFICATIONS		
ROSLINDALE		
DIVISION ENGINEER		September 10, 2019

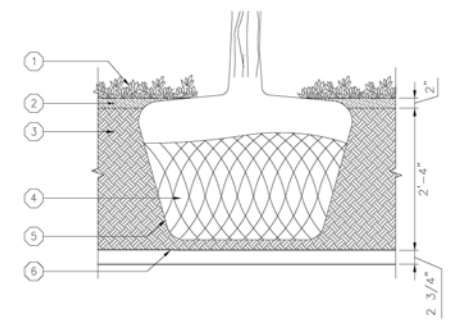
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 USER:



- LEGEND**
1. APPLY 2" THICK MULCH LAYER ABOVE PLANTING SOIL - AVOID CONTACT WITH PLANTINGS
 2. PLANTING SOIL MIX, SEE SPECS

2 GROUNDCOVER PLANTING, TYP
SCALE: 1" = 1'-0"

- LEGEND**
1. ADJACENT PLANTING, SEE MATERIALS PLAN
 2. 2" THICK MULCH, PULLED BACK 6" FROM BASE OF TREE ROOT FLARE
 3. PLANTING SOIL MIX, SEE SPECS
 4. REMOVE TOP 2/3 OF BURLAP AND WIRE BASKET TO PREVENT WIRES FROM GIRDLING TREE ROOTS
 5. CLEANLY SHEAR 1-2" FROM THE EDGE OF ROOT MASS WITH SHARP, STERILE INSTRUMENT
 6. STREET LIFE SOLID EDGE PLANTER, SEE 2/L4.00



1 TREE PLANTING, TYP
SCALE: 1" = 1'-0"

PC DESIGN REVIEW
PC CHIEF ENGINEER

COMMISSIONER OF PUBLIC WORKS:

NO.	BY	DATE	DESCRIPTION
NOT FOR CONSTRUCTION			

STAMP

PREPARED BY:
MERRITT CHASE
 100 4th Street
 Pittsburgh, PA 15221
 412.681.6100

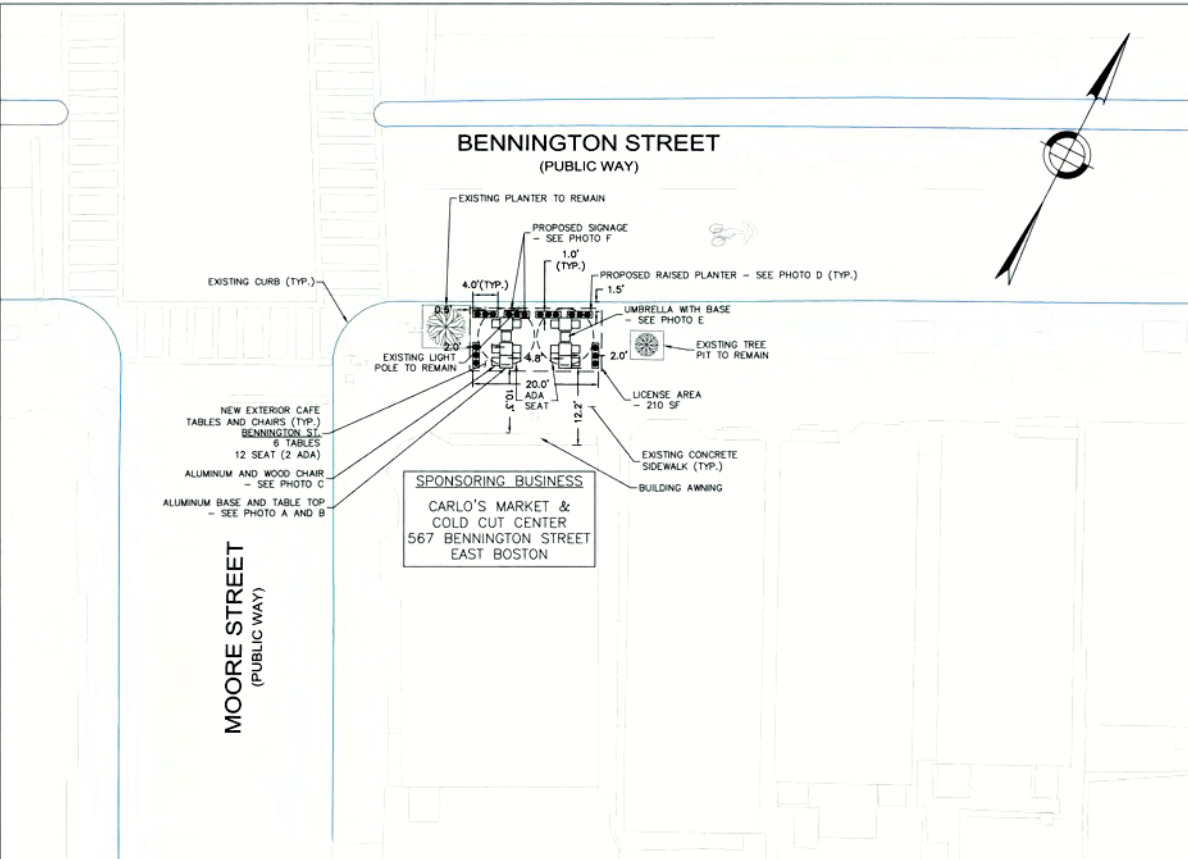
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 FIELD BOOK No:

PHASE No:
 CONTRACT No:
 PROJECT No:
 1908

SHEET No:
L4.01

CITY OF BOSTON ENGINEERING DIVISION PUBLIC WORKS DEPARTMENT
 SPECIFIC REPAIRS PLAN
Birch Street
SITE DETAILS - PLANTING
 ROSLINDALE
 DIVISION ENGINEER September 10, 2019

APPENDIX D: EAST BOSTON PIC MATERIALS



PROPOSED LEGEND

TYP. TYPICAL
EXISTING CURB LINE

EXISTING LEGEND

EXISTING CURB LINE
EXISTING LIGHT POLE
EXISTING TREE PIT
EXISTING CONCRETE SIDEWALK
EXISTING PLANTER TO REMAIN
EXISTING LIGHT POLE TO REMAIN

NOTE:
1. EXISTING BACKGROUND INFORMATION WAS OBTAINED FROM CITY OF BOSTON GIS AND IN FIELD OBSERVATIONS. MEASUREMENTS ARE APPROXIMATE.

SIDEWALK CAFE PLAN
SCALE: 1"=10'

FOR REGISTRY USE ONLY



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CHIEF ENGINEER



PHOTO F
SIGNAGE FOR BENNINGTON STREET

PIC DESIGN REVIEW
APPROVED
COMMISSIONER OF PUBLIC WORKS



PHOTO A
ALUMINUM TABLE BASE



LOCUS PLAN
NOT TO SCALE
SOURCE: GOOGLE MAPS

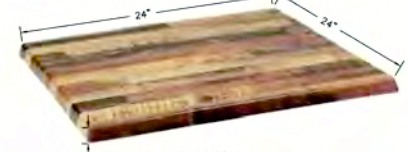


PHOTO B
TABLE TOP

ADA TABLE DIMENSIONS
24"x24"
1.375" THICKNESS
OVERALL HEIGHT: 31.375"



PHOTO C
ALUMINUM AND WOOD CHAIR

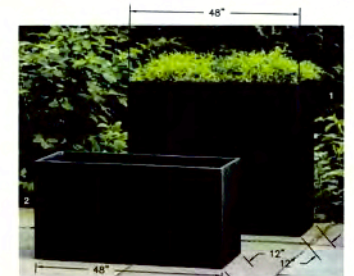


PHOTO D
ABOVE GRADE PLANTER

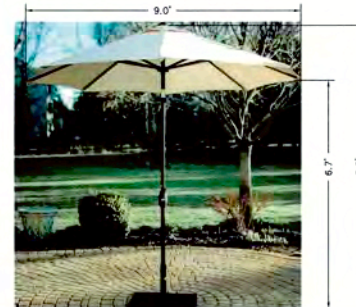


PHOTO E
UMBRELLA AND BASE

Nitsch Engineering
PREPARED BY:
NITSCH ENGINEERING
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PHONE: 617-338-0063
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DRAWN BY: PES
CHECKED BY: JMS
NITSCH PROJECT NUMBER: 12933
NITSCH FILE NAME: 12933 PIC BENNINGTON

SHEET 1 OF 1
PLAN SHOWING THE EXTERIOR SIDEWALK CAFE ON BENNINGTON STREET

CITY OF BOSTON PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION
PUBLIC SIDEWALK CAFE LICENSE PLAN

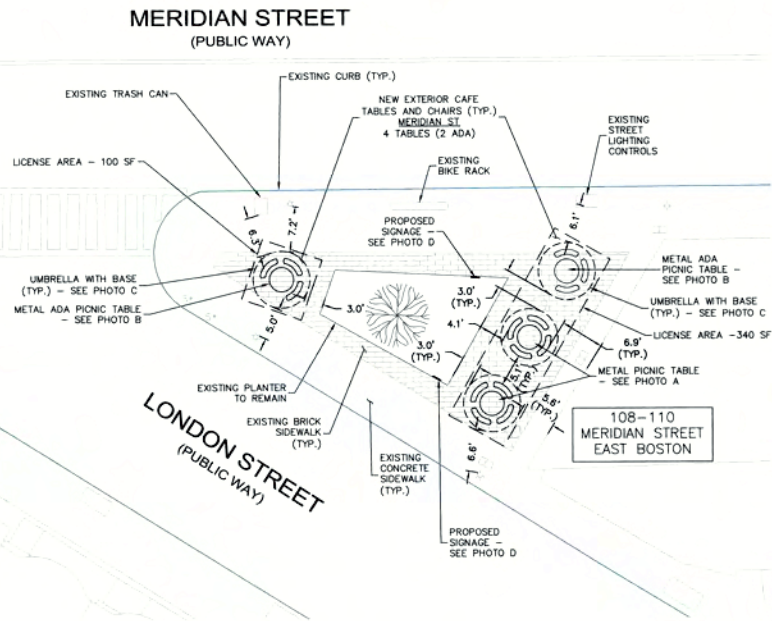
CARLO'S MARKET
567 BENNINGTON STREET
EAST BOSTON

SCALE: HOR. 1" = 10'
SCALE: 1" = 10'

DIVISION ENGINEER

JULY 2018

SPONSORING BUSINESS
 MERIDIAN FOOD MARKET
 121 MERIDIAN STREET
 EAST BOSTON



SIDEWALK CAFE PLAN
 SCALE: 1"=10'

NOTES:
 1. EXISTING BACKGROUND INFORMATION WAS OBTAINED FROM CITY OF BOSTON GIS. MEASUREMENTS ARE APPROXIMATE.

PROPOSED LEGEND
 TYP. TYPICAL
 EXISTING CURB LINE

EXISTING LEGEND
 1.0' (TYP.)
 2.0' (TYP.)
 3.0' (TYP.)
 4.0' (TYP.)
 5.0' (TYP.)
 6.0' (TYP.)



LOCUS PLAN
 NOT TO SCALE
 SOURCE: GOOGLE MAPS



Two Metal Signs Bolted To Two C-Profile Metal Of Aluminum
 C-Profile To Be Buried In The Planter
 Note: Two identical signs back to back



PHOTO D
SIGNAGE FOR MERIDIAN STREET



PHOTO A
METAL PICNIC TABLE



ADA TABLE DIMENSIONS
 46" Ø
 OVERALL HEIGHT: 30.25"

PHOTO B
METAL ADA PICNIC TABLE

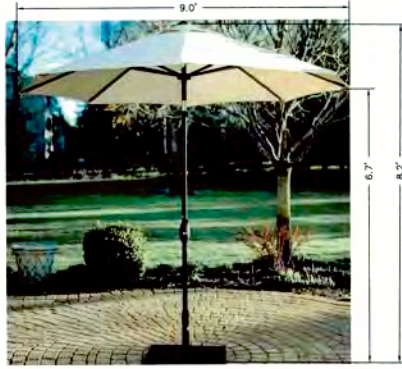


PHOTO C
UMBRELLA AND BASE

SHEET 1 OF 1

PLAN SHOWING THE EXTERIOR SIDEWALK CAFE ON MERIDIAN STREET AND LONDON STREET.

FOR REGISTRY USE ONLY

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CITY OF BOSTON PUBLIC WORKS DEPARTMENT
 ENGINEERING DIVISION
 PUBLIC SIDEWALK CAFE LICENSE PLAN
MERIDIAN FOOD MARKET
 121 MERIDIAN STREET
 EAST BOSTON
 SCALE: HOR. 1" = 10'
 SCALE: 1" = 10'
 DIVISION ENGINEER
 JULY 2018

