



Ref.: 19053

May 13, 2020

Ms. Kim Rock
Institution for Savings
93 State Street
Newburyport, MA 01950

Reg.: Institution for Savings Expansion
93 State Street, Newburyport, MA

Dear Kim:

As you know, ***Ron Müller & Associates*** (RMA) prepared a trip-generation letter dated February 27, 2020 documenting the expected increase in traffic from a proposed 7,437 square foot expansion to the existing 12,510 square foot Institution for Savings in Newburyport, Massachusetts. At the time, employees on site were proposed to be increased from 23 to 30 and onsite parking was proposed to be reduced from 36 to 28 spaces. As a result of meetings with City officials and concerns from several residents of the neighborhood, the site plan has been revised to slightly reduce the footprint of the expansion and to accommodate all parking on site as opposed to relying on nearby municipal parking lots.

RMA has reviewed the most recent site plan revisions shown on the Site Layout, Grading & Erosion Control Plan prepared by Meridian Associates dated January 8, 2020 and last revised on March 25, 2020. This plan shows a minor reduction in the proposed building expansion of 7,288 square feet and a total of 59 parking spaces provided on site that now complies with the City Zoning Ordinance. Forty-seven (47) spaces will be provided within the new addition on a lift system with one level below grade and two levels above grade. The Bank will also provide 12 exterior spaces. No changes to the number of employees are proposed with these revisions.

This letter documents that the minor reduction in expansion space will not have a material impact on traffic or the estimates and conclusions provided in our February 27th letter. As proposed, the expansion will consist of additional office space to support the headquarters function of the Institution for Savings and will not be retail banking space. Access to the site will remain on State

Street and Prospect Street with the easterly site driveway on Prospect Street providing access to the proposed parking garage on the first floor of the office addition.

To estimate the change in traffic generation at the site, the 10th Edition of the Institute of Transportation Engineers (ITE) *Trip Generation Manual*¹ was used. While the existing building also provides retail banking services, the proposed expansion will only provide increased office space to support the bank headquarters. Accordingly, ITE Land Use Code 715 (Single Tenant Office Building) was used to estimate the traffic generation of the proposed expansion, consistent with the methodology of our February 27th letter. A comparison of the trip-generation characteristics of the current proposal versus the assumptions in our February 27th letter is provided in Table 1 and the trip generation worksheet is attached to this letter.

Table 1
Trip Generation Comparison

<u>Time Period</u>	<u>February 27, 2020 Trip Estimates ^a</u>	<u>Current Project Trip Estimates ^b</u>	<u>Difference</u>
Weekday Daily	80	80	0
Weekday AM Peak Hour			
Enter	12	12	0
Exit	<u>1</u>	<u>1</u>	<u>0</u>
Total	13	13	0
Weekday PM Peak Hour			
Enter	2	2	0
Exit	<u>11</u>	<u>10</u>	<u>-1</u>
Total	13	12	-1

^a From February 27, 2020 Letter to Ms. Kim Rock.

^b ITE Land Use Code 715 (Single Tenant Office Building) trip rates applied to a 7,288 sf.

As shown in the table, the currently proposed project will generate traffic nearly identical to the estimates of our original February 27th letter with 80 vehicle trips expected on a typical weekday (half entering and half exiting the site) of which 13 trips (11 entering and 1 exiting) would occur during the weekday AM peak hour (one hour between 7:00 and 9:00 AM) and 12 trips (2 entering and 10 exiting) would occur during the weekday PM peak hour (one hour between 4:00 and 6:00 PM).

¹ *Trip Generation Manual, 10th Edition*; Institute of Transportation Engineers; Washington, DC; 2017.

As documented in the February 27th letter, the distribution of traffic generated by the project is based on Journey-to-Work data provided by the U.S. Census Bureau for people working in Newburyport. A summary of the Journey-to-Work data is attached. It is accordingly expected that approximately 55-percent of the site traffic will be oriented to/from the west on High Street (Route 1A). Due to the directionality of State Street, it is expected that this traffic will enter the site via Harris Street and State Street. It is further expected that 30-percent of the site traffic will be oriented from the north on State Street and enter the site using both the State Street and the Prospect Street driveways and exit the site using Prospect and Fair Streets. The remaining 15-percent of site traffic is expected to be oriented to/from the east with entering site traffic using Temple and State Streets and exiting site traffic using Prospect Street.

Accordingly, the largest increase in traffic will occur on the short section of State Street between Harris Street and Prospect Street, where between one and 10 peak hour vehicle trips are expected, averaging approximately one additional vehicle every six to 60 minutes during peak hours. South of the State Street site driveway, the project is expected to add between one and six peak hour vehicle trips on State Street, averaging approximately one additional vehicle every 10 to 60 minutes during peak hours. On both Harris and Prospect Streets, the project is expected to add between one and seven additional trips during peak hours, averaging approximately one additional vehicle every 8 ½ to 60 minutes. These increases are negligible and well within the daily fluctuation in traffic and are therefore not expected to have an operational impact on area streets. In addition, these increases are well below the *Transportation Impact Assessment (TIA) Guidelines* established by MassDOT to determine the traffic study area for development projects. These guidelines specify that the study area for analysis of a development's traffic impacts should include any intersection where site-generated trips increase the peak hour traffic volume by a) five percent or more, or b) by more than 100 vehicles per hour. The traffic increases described above are clearly well below these thresholds.

Please feel free to contact me should you have any questions regarding these estimates or conclusions.

Sincerely,

Ron Müller & Associates



Ronald Müller, P.E.
Principal

Attachments

Institute of Transportation Engineers (ITE); 10th Edition
Land Use Code (LUC) 715 - Single Tenant Office Building
General Urban/Suburban Location

Average Vehicle Trips Ends vs: 1,000 sf Gross Floor Area
Independent Variable (X): 7.288 ksf

AVERAGE WEEKDAY DAILY

$T = 11.25 * (X)$
 $T = 81.99$
 $T = 80$ vehicle trips
with 50% (40 vph) entering and 50% (40 vph) exiting.

WEEKDAY AM PEAK HOUR OF GENERATOR

$T = 1.68 * (X) + 17.26$
 $T = 29.50$
 $T = 30$ vehicle trips
with 89% (27 vpd) entering and 11% (3 vpd) exiting.

WEEKDAY AM PEAK AVG. RATE

$T = 1.78 * (X)$
 $T = 13$
 $T = 13$
with 12 entering and 1 exiting

WEEKDAY PM PEAK HOUR OF GENERATOR

$T = 1.54 * (X) + 27.59$
 $T = 38.81$
 $T = 39$ vehicle trips
with 15% (6 vpd) entering and 85% (33 vpd) exiting.

WEEKDAY PM PEAK AVG. RATE

$T = 1.71 * (X)$
 $T = 12.5$
 $T = 12$
with 2 entering and 10 exiting

