



August 21, 2020

Mr. Dion Irish, Commissioner  
Inspectional Services Department  
1010 Massachusetts Avenue  
Boston, MA 02118

Re: **Guidance for Permitting Off-campus Spaces for Temporary Institutional Uses**  
Bay State College

Dear Commissioner Irish:

This letter serves as a recommendation to approve the temporary institutional uses for Bay State College, as described herein, in accordance with the interdepartmental guidance (the "Guidance") towards permitting non-institutional spaces to be used for the purposes of institutional residential de-densification, issued by the City of Boston on July 9, 2020, and in accordance with the Boston Public Health Commission directive supporting this aim, issued June 24, 2020.

Bay State College (the "College") submitted an application (the "Application") on August 12, 2020, detailing its plans for temporary occupancy of one Boston property. The property is the Revolution Hotel ("Hotel") located at 40 Berkeley Street in the South End Neighborhood Zoning District. The Hotel presently operates as a hostel and dormitory with a small number of permanent residents. The College will occupy 15 rooms at a maximum in a single- or double-occupancy arrangement. The rooms will also be used for the quarantine of students with COVID-19 exposure. Students who have had a close exposure to a person with COVID-19 will be moved to single-occupancy rooms or students who are local to the Greater Boston area may quarantine at home with family. All students will be required to wear face coverings anytime they are outside of their individual rooms. The Institution has provided sufficient detail on cleaning and sanitation protocol for these units in between individual student occupancy. The building is within walking distance of the College which is located at 31 St. James Avenue. Students will not be permitted to have a car or be eligible for South End resident parking.

The College has also provided sufficient detail on scheduling of move-in/move-out procedures across the campus in compliance with public health recommendations on limiting the spread of COVID-19, as well as ongoing testing, tracing, and isolation protocols for all students participating in on-campus activities. The College intends to occupy the building beginning on August 30, 2020 through November 25, 2020. The College will begin moving students in on August 30, 2020 with tiered move-in times on that day to allow proper social distancing.

Given the above, BPDA Staff deems the College's Application for occupying this space in compliance with the Guidance and the Boston Public Health Commission's directive. BPDA Staff recommends that you permit the change of use for the proposed facility for a period of six months, beginning August 30, 2020, with the option for the College to renew for a similar period should that be deemed necessary and in accordance with the Guidance at that time, as well as in accordance with up-to-date public health recommendations. If you have any further questions or require additional information, please contact Nupoor Monani, Senior Institutional Planner & Project Manager, at [nupoor.monani@boston.gov](mailto:nupoor.monani@boston.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read 'T. Polhemus', with a long horizontal flourish extending to the right.

Teresa Polhemus, Executive Director/Secretary