

BRA APPROVAL: 6/10/11  
CC APPROVAL: 7/11/11  
EFFECTIVE: 7/12/11

## **INSTITUTIONAL MASTER PLAN NOTIFICATION FORM**

**For**

### **FIRST AMENDMENT OF THE EMMANUEL COLLEGE INSTITUTIONAL MASTER PLAN**

**EMMANUEL COLLEGE  
400 THE FENWAY  
BOSTON, MA 02115**

**Submitted to:**

**BOSTON REDEVELOPMENT AUTHORITY  
One City Hall Square  
Boston, MA 02201**

**Submitted by:**

**EMMANUEL COLLEGE  
400 The Fenway  
Boston, MA 02115  
Sister Anne M. Donovan, SND, Treasurer**

**and**

**Rubin and Rudman LLP  
50 Rowes Wharf  
Boston, MA 02110  
James H. Greene, Esquire**

**May 1, 2012  
June 5, 2012 (revised)**

## **Executive Summary**

Emmanuel College ("Emmanuel") submits this Institutional Master Plan Notification Form ("IMP/NF") to the Boston Redevelopment Authority ("BRA" or "Authority") as an application for amendment of the pending Emmanuel College Institutional Master Plan ("IMP") pursuant to Section 80D-9 (Amendment of Institutional Master Plan) of the Boston Zoning Code ("Code").

Reference is made to that certain IMP dated May 15, 2012 filed by Emmanuel College and subject to approval by the BRA and the Boston Zoning Commission.

On April 30, 2012, Emmanuel caused to be filed with the BRA a Letter of Intent pursuant to Section 80D of the Code notifying the BRA of Emmanuel's intention to file an IMP/NF for Amendment of the IMP. Since the filing of the Notice of Intent on April 30, 2012, Emmanuel has been diligently proceeding with the acquisition of the convent of the Society of Saint Margaret at 17 Highland Park Street, Roxbury, Massachusetts ("Property") for the establishment of Emmanuel's educational and community programs at the Property.

Emmanuel had met with community leaders and neighbors on April 17, 2012 and at a BRA sponsored meeting on May 22, 2012 and reviewed with them the reason and goals for Emmanuel's use of the Property and Emmanuel's desire to incorporate the Property into its IMP.

## **History of the Property and Description of Buildings**

The Society of Saint Margaret convent is located at 125 Highland Street (Highland Park Street) at the top of Fort Hill in Roxbury's Highland Park neighborhood on a site of approximately 71,966 square feet (1.65 acres) with 240+/-feet of frontage along Highland Park Street and Cedar Park, and 338+/- feet of frontage along Highland Street ("Property"). The Property was acquired by the Society of Saint Margaret in 1904, and at one time was owned by William Lloyd Garrison (1805-1879), a significant figure in the abolitionist movement. Following his death, the Property was owned by the Rockledge Association, an organization of African Americans formed to preserve the house (Building C), which is currently on the National Register of Historic Places. The property was then acquired by the Society of Saint Margaret in 1904 and became known as Saint Monica's Home, a nursing home for African American women. The Society of Saint Margaret has decided to move its convent to a new location in Duxbury, MA and has offered the Property to Emmanuel College.

The existing buildings (A, B, C and E) on the Property contain approximately 38,570 square feet of building area and are used as a convent and conference center by the Society of Saint Margaret. The Garrison House (Building C) is a two story and basement, wood frame structure which was first used as a nursing home in the early 1900's. In 1962 an additional building was constructed on site (Building B) which enlarged the nursing home. However, the nursing home closed in 1989 and was subsequently renovated in 1991 for use by the Society of Saint Margaret as a residence hall. In 1992 a new building (Building A) was constructed for use as a chapel, conference center, and library. Since the early 1990's the property has been the primary headquarters for the Society of Saint Margaret and used as a residence hall, conference center, meeting place, library and office for the Order.

The three main buildings (A, B and C) are all attached. Building D was demolished in 1996. In addition, there is a free-standing brick building (Building E) containing approximately 2,184 square feet, which was formerly used as a carriage house, but was renovated in 1992 and converted to apartment use on the second floor. The total floor area of the buildings is up to 38,574 square feet and the condition and present use of buildings are described as follows:

*Building A:* Two story building constructed in 1992 of masonry and stucco exterior and copper-clad asphalt shingled roof with 6,242 square feet of floor area, and used for conference center, offices, library and chapel.

*Building B:* Four story central building constructed in 1962 of masonry and stucco exterior with copper-clad asphalt shingled roof, with 24,838 square feet of floor area and used for residential dormitory-style rooms, commercial-grade kitchen, dining hall, prayer room, meeting rooms and offices.

*Building C:* Three story building constructed in the 1840s of cedar clapboard exterior with an asphalt shingled roof was originally as a single-family residence, known as the William Lloyd Garrison House, with 5,310 square feet of floor area and previously used as a nursing home, it is designed for residential use for visitors and guests.

*Building E:* Originally a carriage house with a brick exterior with slate-shingled roof, the building was renovated in 1992 for first floor storage area and garage and second floor two-bedroom apartment with a full kitchen, with 2,184 square feet of floor area.

The Property currently has approximately 20 on-site parking spaces in front of Buildings A and B, along the side of Buildings B and C, and off Highland Street.

### **Prior Use by the Society of Saint Margaret**

The Society of Saint Margaret Convent served as the administrative center for the Society, as the first residence for postulants and novices, as a retreat for sisters, associates of the order and members of the community and as a guest house for out of town families, whose children were undergoing treatment at various Boston hospitals. The buildings on the Property housed the Society's administrative offices, residences for the sisters, meeting rooms, chapel, meditation rooms, serving rooms, a library, music rooms, novice sister facilities and a temporary residence for visiting priests, located above the carriage house at 17R Highland Park Street. The Society of Saint Margaret supported and managed the Saint Monica's Home on the Property from 1904 until March, 1989. With the renovations in 1991 and 1992, the Society of Saint Margaret continued to make available to neighborhood groups meeting rooms within the Convent and developed community outreach programs commensurate with the Society's mission.

### **Proposed Project and Uses by Emmanuel College**

Emmanuel College is pursuing the purchase of the Property for its intended use for programs related to Emmanuel's Mission ("Proposed Project"). In the spirit of the Sisters of Notre Dame de Namur, who founded Emmanuel College, and who have served in Roxbury since 1854, Emmanuel will include programs for retreats, reflection and prayer, spiritual direction, social

justice, service learning as well as some offices to support these programs on site. The Property will enable Emmanuel to initiate a living-learning community for Emmanuel students, especially for those students who give service in the area. Emmanuel will invite neighbors and members of the local community to participate in its spiritual, cultural and educational offerings. The presence of Emmanuel in the neighborhood will continue the quest for justice and peace initiated by the Sisters of St. Margaret.

Emmanuel contemplates that the present residential accommodations will be sufficient to accommodate up to 25 students with resident assistants, who would be part of the living-learning community under the auspices of the Office of Campus Ministry of Emmanuel College. As noted above, in addition to its institutional and living-learning community use of the Property, Emmanuel would also use the Property for retreats, reflection and prayer, spiritual direction, social justice, and service learning with accessory offices and support space to support the religious/educational and other programs on site. Neighbors and members of the local community would be invited to participate in the spiritual, cultural and educational offerings of Emmanuel. Such uses may also generally be considered to be in the nature of Community (religious) uses, similar to the present uses by the Sisters of Saint Margaret.

Emmanuel does not contemplate any major renovations to the Property or to the buildings, except for landscaping, painting, repairs and minor maintenance work, all necessary to prepare the Property and buildings for occupancy subsequent to purchase.

### **Requested IMP Amendment**

Emmanuel submits that the Proposed Project is eligible for review by the BRA under Section 80D-5.2(d), Abbreviated IMPNF for Certain Amendments, which qualify under Section 80D-9.2. Furthermore, Emmanuel respectfully requests that the BRA, upon review of the IMPNF, waive further review of the IMPNF and approve the IMPNF as the First Amendment to the Institutional Master Plan, pursuant to the provisions of Section 80D-9.2, Amendment of IMP-Expedited Review for Certain Small Projects.

Emmanuel submits that such review is appropriate for reason that although the Proposed Project is located outside of an institutional district or subdistrict, the predominant use category that most closely describes the project: Community Use-religious, is designated in the underlying zoning (Roxbury Neighborhood District) as an allowed use. Emmanuel's proposed use of the Property is a continuation of and similar to the use by the Sisters of Saint Margaret, which was formerly defined as: Place of Worship, Monastery, Convent, or Parish House, and is now defined as: Place of Worship or Residence for Members of Religious Order. Both of these definitions in the Code relate to the religious or a spiritual-focused use of premises, which is not limited or restricted in the zoning district. Additionally, Emmanuel intends to use the Property for retreats, religious activity and community service (see above). The use by Emmanuel of the Property for a living-learning community under the auspices of the Office of Campus Ministry for students, especially for those who give service in the area (the neighborhood), meets the criteria of Section 80D-9.2(b)(ii)(1) of the Code.

Furthermore, although the Proposed Project is located outside of an institutional district or subdistrict, the dimensions, parking and loading spaces of the existing facility meet the requirements of the Roxbury Neighborhood District in accordance with the provisions of Section 50-45 of the Code, which allows for the continuation of pre-existing non-conforming structures. Although such section allows for alterations or enlargements to structures, Emmanuel does not intend to alter, enlarge or substantially rehabilitate the structures on the Property.

Emmanuel submits that its use of the Property does not constitute a High Impact Sub-Use of an Institutional Use, which includes dormitory, student housing, athletic facility, facility of public assembly, parking facility, power plant or centralized heating or cooling plant. The use of the Property by Emmanuel as a living-learning community for its students does not meet the criteria of a standard college dormitory or housing accommodation, but relates to Emmanuel's focus through its Office of Campus Ministry to enhance learning through community service by students, who participate in a living-learning environment at this new site.

Pursuant to Section 80D-6 of the Code, the use of the Property by Emmanuel College will require approval by the Boston Zoning Commission and the designation by the Boston Zoning Commission of the Property as an Institutional Master Plan Overlay subdistrict.

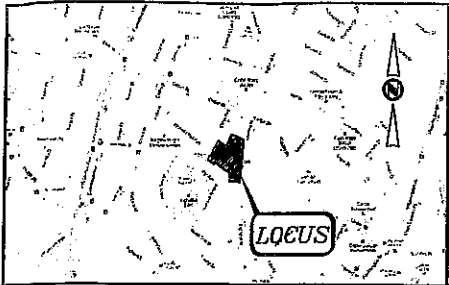
### **Community Outreach**

Emmanuel considers that the proposed use of the Property will be complimentary to the neighborhood since the use by Emmanuel will be similar to the use of the Property by the Sisters of Saint Margaret. This position was supported by the overwhelming support indicated to Emmanuel and to the Sisters of Saint Margaret during community meetings held at Police Station District 4 in Dudley Square on April 17, 2012 and May 22, 2012. At the meetings hosted by City Councilor Tito Jackson and the BRA, a number of individuals spoke warmly, not only of the Sisters of Saint Margaret, but also of Emmanuel College's intended and potential use of the Property.

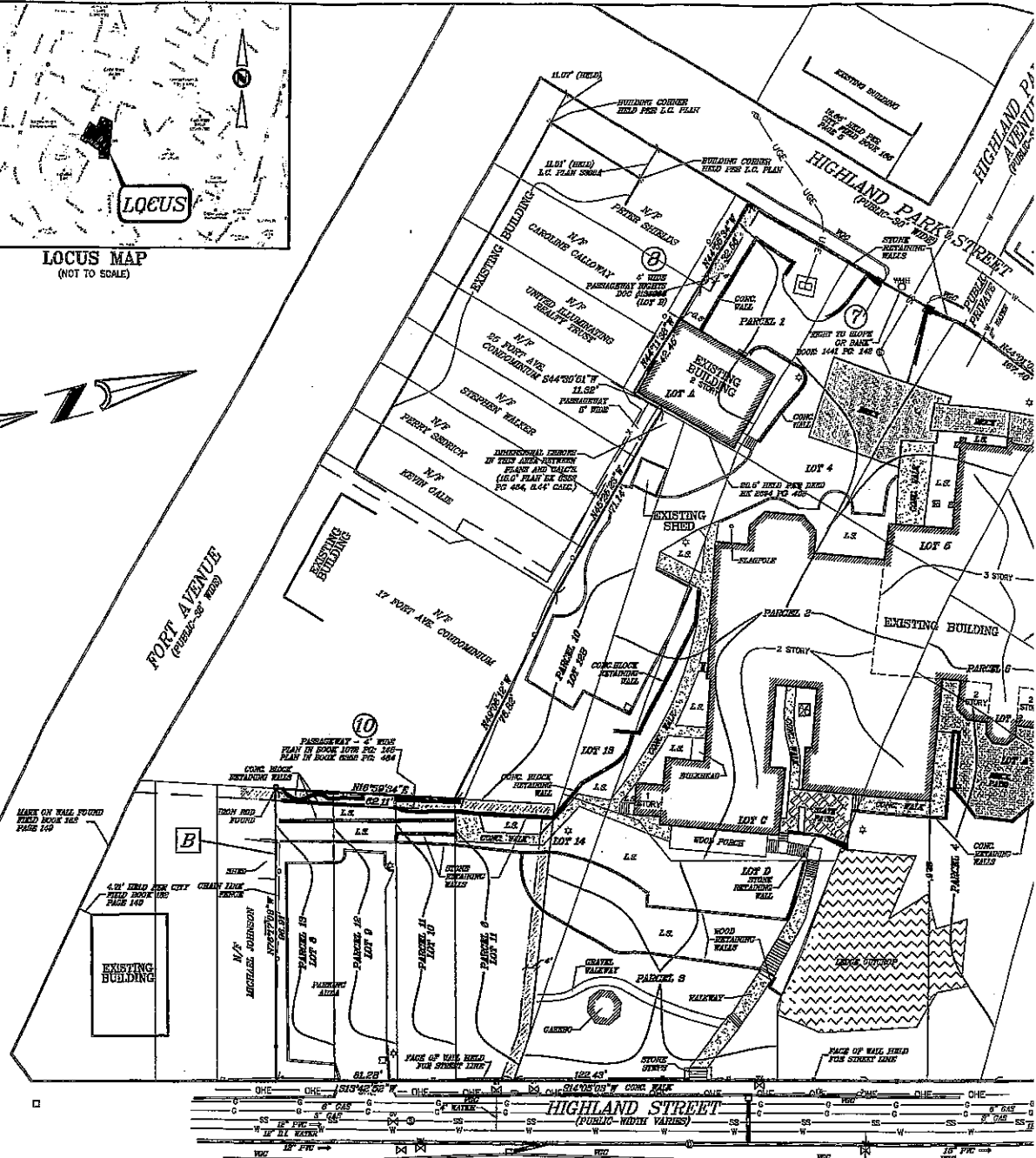
### **Community Benefits**

Emmanuel will continue to have an open dialogue with the Roxbury community and will help to establish a neighborhood group to facilitate discussions with the community on opportunities for programs for neighbors and members of the local community to participate in Emmanuel's spiritual, cultural and educational offerings at the Property.

### **Exhibits: Property Plan**



LOCUS MAP  
(NOT TO SCALE)



LOT AREA SHOWN = 1.66± ACRES

**SCHEDULE B ITEMS:**

- 7) Easement to the City of Boston and North in an instrument dated October 19, 1970 and recorded in Book 2441, Page 342. (PLATTING)
- 8) 2.1' Rights in passageway four feet wide adjoining Lot B on land Court File 88083 in the benefit of said Lot B as described in Certificate of Title 50022. (PLATTING)
- 9) Easement Restriction Agreement between the Massachusetts Historical Commission and the Society of St. Margaret dated January 25, 1977 and recorded in Book 0630, Page 470. (NO ENFORCEABLE ITEMS)
- 10) Rights of others if any in a four foot passageway as shown on a plan dated September 1971 and recorded in Book 1073, Page 140 and also shown on a plan dated March 9, 1947 and recorded in Book 6822, Page 424. (4' PASSAGWAY FLOORED)
- 11) 12' Overlays easements which Lots 10 and 14 as shown on plan recorded in Book 6822, Page 424 and also shown on plan in Book 1072, Page 140 are located within Lots C and D as shown on plan recorded in Book 2007, Page 543. (LOTS 10 AND 14 ARE LOCATED WITHIN LOTS C AND D)

**LEGEND**

□	GATEY BASH
—	DRAIN LINE
○	DRAIN MANHOLE
⊙	SEWER MANHOLE
—	SEWER LINE
⊕	WATER VALVE
—	WATER LINE
⊖	HYDRANT
⊙	WATER MANHOLE
□	TRANSFORMER
⊕	UTILITY POLE
⊖	LIGHT POLE
—	UNDERGROUND ELECTRIC
—	OVERHEAD ELECTRIC
—	GAS VALVE
—	GAS LINE
L.S.	LANDSCAPED AREA
DOT	BITUMINOUS CONC. CURB
FGC	VERTICAL GRANITE CURB
●	DRILL HOLE
○	IRON ROD
—	CHAINLINK FENCE
CONC	CONCRETE
EL	A.C. LINT
—	RETAINING WALL

**ZONING REQUIREMENTS:**

ZONE REGULATIONS RESIDENT NEIGHBORHOOD DISTRICT (RP-4000)  
BOSTON NEIGHBORHOOD DISTRICT (BND) NEAVEN OVERLAY DISTRICT

MIN. LOT AREA:	REQUIREMENT:
MIN. LOT WIDTH:	40.00 S.F. FOR 1 OR 2 UNITS
MIN. FRONT YARD:	40 FEET
MIN. SIDE YARD:	10 FEET
MIN. REAR YARD:	20 FEET
MIN. LOT FRONTAGE:	40 FEET
MAX. F.A.H.:	0.0
MAX. BUILDING HEIGHT:	3 STORIES (35 FEET)
MIN. WALKWAY OPEN SPACE FOR STREETSIDE USE:	650 S.F.

\* EXISTING USE IS INDICATED AS "ANY OTHER DRAINAGE OR USE"  
\*\* ON RAINY DAYS THE REAR YARD SHALL BE AT LEAST 5 FEET FROM A SIDE LOT LINE AND 10 FEET FROM AN EXISTING STRUCTURE ON AN ADJOINING LOT AND THE ADJACENT SIDE YARD WIDTH SHALL BE NOT LESS THAN 10 FEET.

**FLOOD ZONE NOTE:**

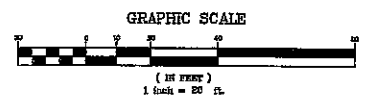
THE SHOWN FLOOD ZONES ARE LOCATED WITHIN FLOOD ZONE "A" AS SHOWN ON THE FLOOD INSURANCE RATE MAP (FIRM) FOR THE CITY OF BOSTON, MASS. DATED SEPTEMBER 24, 2008. COMMUNITY PANEL NUMBER: 220024 0078 0 & 220024 0079 0.

**LIST OF ENCROACHMENTS:**

- A CONC. STONE RETAINING WALL ENCRUSHES OVER PROPERTY LINE 1 1/2'
- B BRAY OF ADDRESS SIGN ENCRUSHES PROPERTY LINE 6.5'
- C CONCRETE STEPS AND CONCRETE WALL OVER PROPERTY LINE 1 1/2'

**CURRENT OWNERS:**

SOCIETY OF SAINT MARGARET



THIS INSTRUMENT SHOULD BE FILED FOR RECORDATION IN THE OFFICE OF THE REGISTER OF DEEDS, COUNTY OF SUFFOLK, MASSACHUSETTS, AND SHOULD BE FILED WITHIN THE OFFICE OF THE CITY CLERK, CITY OF BOSTON, MASSACHUSETTS. THE DATE OF RECORDATION SHALL BE THE DATE OF RECORDATION IN THE OFFICE OF THE REGISTER OF DEEDS, COUNTY OF SUFFOLK, MASSACHUSETTS.

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