



SHOWA BOSTON
INSTITUTE FOR LANGUAGE AND CULTURE

VESTIBULE ADDITION PROJECT

FOURTH AMENDMENT TO MASTER PLAN
and
APPLICATION FOR SMALL PROJECT REVIEW

Submitted to
BOSTON REDEVELOPMENT AUTHORITY

OCTOBER 24, 2013



International
Campus
Boston

OFFICE OF
THE PRESIDENT

By Hand
October 24, 2013

Peter Meade, Director
Boston Redevelopment Authority
9th Floor, Boston City Hall
Boston, MA 02201
Attn: John Fitzgerald

Re: Showa Boston Institute
Proposed Fourth Amendment to Master Plan and
Art. 80(E) Application for Small Project Review

Dear Director Meade:

Showa Boston Institute ("Showa Boston") is pleased to present to the Boston Redevelopment Authority (the "Authority") the enclosed combined submission of: (i) a proposed Fourth Amendment to Master Plan (the "Master Plan Amendment") and; (ii) an Article 80(E) Application for Small Project Review (the "Article 80(E) Application"). The Master Plan Amendment is hereby submitted in accordance with the Boston Zoning Board of Appeals Decision in Case Number BZC 9718, and the Article 80(E) Application is hereby submitted in accordance with the provisions of Article 80E-5 of the Boston Zoning Code. The Master Plan Amendment and the Article 80(E) Application concern the proposed addition of an approximately 100 square foot "vestibule" addition to Wing One of Showa Boston's Main Building.

Showa Boston appreciates in advance the Authority's time and consideration in reviewing this combined submission. Should you or your staff have or receive any comments or questions concerning the Master Plan Amendment and/or the Article 80(E) Application, please do not hesitate to contact Bill McCarthy, Showa Boston's legal counsel, at (617) 877-4107, or me, at the number below.

We look forward to working with the Authority in the review and approval process for the Master Plan Amendment and Article 80(E) Application.

Very truly yours,

Ronald H. Provost, Ph.D.
President
Showa Boston Institute

Enclosure

SHOWA BOSTON
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INTRODUCTION

Showa Boston Institute, a Massachusetts non-profit educational corporation, having an address at 420 Pond Street, Jamaica Plain, MA 02130 ("Showa Boston"), is contemplating the submission of a combined Fourth Amendment to Master Plan (the "Master Plan Amendment") and Application for Small Project Review (the "Application") to the Boston Redevelopment Authority (the "Authority") in connection with the following contemplated project:

1. Vestibule Addition Project

(hereinafter, the "Proposed Project").

The Showa Boston campus (the "Campus") is comprised of 36+ acres of land atop Moss Hill in the Jamaica Plain neighborhood of Boston. According to Boston Zoning Map 9A, the Campus is located within the Jamaica Plain Neighborhood District, and the Proposed Project is therefore governed by Article 55 of the Boston Zoning Code (the "Code"). Also according to Boston Zoning Map 9A, the Campus is located within a Conservation Protection Subdistrict (CPS). Section 55-10 of the Code establishes the Campus as the Nazareth/Showa Conservation Protection Subdistrict. (See Attachment 1 for the Campus Plan Showing Proposed Vestibule Addition.)

The Campus was originally developed in 1953 as the home of the Nazareth School. Showa Boston acquired the property in 1987. In 2004, Showa Boston and the British School of Boston, a Massachusetts for profit educational corporation, having an address at 416 Pond Street, Jamaica Plain, MA 02130 (the "British School of Boston"), entered into a leasing arrangement under which Showa Boston and the British School of Boston commenced the shared use of certain portions of Showa Boston's campus and facilities. Subsequently, and as more particularly described hereinbelow, Showa Boston and the British School of Boston have made improvements to the Campus for the respective institutions' uses as well as uses in common.

I. FOURTH AMENDMENT TO MASTER PLAN

A. BACKGROUND AND CONTEXT

Prior to Showa Boston's filing, in 2004, of its initial Master Plan (the "Master Plan" or, where the context requires, the "2004 Master Plan"), the Authority determined that the requirement for Showa Boston to file a "master plan" was not governed by the Institutional Master Plan requirements of Article 80 of the Code (since neither Showa Boston's nor the British School of Boston's uses of the Showa Boston Campus are "Institutional Uses", defined in the Code as "College or University Use", and the Authority construes "College or University" to mean educational institutions that grant degrees). Rather, the Authority determined that the requirement for Showa Boston to file a "master plan" was governed by the provisions of that certain Boston Zoning Board of Appeals Decision in Case Number BZC 9718, dated April 14, 1987, and having a Date of Entry in the Building Department of May 29, 1987 (the "1987 ZBA Decision"). The 1987 ZBA Decision changed the legal use and occupancy of 420 Pond Street (Showa Boston's Campus) to "Dormitory, Administrative Facilities, Library, School and Cafeteria". The 1987 ZBA Decision also contained certain provisos concerning Showa Boston's uses of the campus, including the following proviso:

"Before undertaking any major expansion of existing buildings or new development on the site, [Showa] would prepare a master plan for review by the Jamaica Hills Residence Association (the Association) and approval by the Authority".

B. THE 2004 MASTER PLAN

Showa Boston filed a combined initial Master Plan (the "Master Plan") and Amended Application for Small Project Review (the "Amended Application") with the Authority on March 1, 2004.

The 2004 Master Plan sought approval for a single institutional development project, specifically the construction of a three-story, approximately 44,000 gross square foot academic facility, known as the "British School of Boston Elementary and Secondary School Building", on the south side of the Showa Boston Campus adjacent to the existing Showa Boston Academic Building.

The Master Plan also described, but did not seek approvals for, three possible future development projects: (i) construction of a second academic facility for the British School of Boston (the "British School of Boston Secondary School Building"); (ii) construction of an indoor recreational facility for shared use by both Showa Boston and the British School of Boston (the "Recreational Facility Building"); and (iii) the enclosure of existing outdoor tennis courts.

In addition to its discussion of physical development projects, the Master Plan provided information on the following topics:

Showa Boston's Mission

- Showa Boston's Role in the Community
- Showa Boston's Student Populations; Major Programs
- Academic and Cultural Programs
- Showa Boston's Faculty and Staff
- Showa Boston's Campus and Existing Facilities

Additionally, in conjunction with the requested approval of the British School of Boston Elementary and Secondary School Building, the Master Plan provided information on the following topics related to the British School of Boston:

- Mission Statement
- Pedagogy
- Academic Calendar
- Student Enrollment - Current Levels and Growth Projections
- Faculty and Staff - Current Levels and Growth Projections
- Special Events

The Master Plan also contained an extensive Traffic Impact Study of the impacts of the British School of Boston Elementary and Secondary School Building.

The Authority approved the Master Plan and the Amended Application on April 1, 2004. Construction of the British School of Boston Elementary and Secondary School Building was completed in 2005.

C. FIRST AMENDMENT TO MASTER PLAN

In January 2008, Showa Boston filed the first amendment to its Master Plan (the "First Amendment to Master Plan"). The First Amendment to Master Plan sought the Authority's approvals for a single development project called the "Dormitory Enclosure Project". The Dormitory Enclosure Project initially called for the

construction of 1,000 s.f. additions to each of Showa Boston's ten (10) student dormitory wings. After review and consultation with the Authority and the Jamaica Hills Neighborhood Association, Showa Boston revised its plans to provide for the dormitory wings to be enclosed in phases and requested and obtained approval for the enclosure of three (3) wings in Phase 1 (Wings 2, 3 and 4). In connection with Phase 1 of the Dormitory Enclosure Project, Showa Boston leased Wing 1 to the British School of Boston for classroom use. In 2009, with the support of the JHNA and the approvals of the Authority and Board of Appeal (the "ZBA"), Showa Boston enclosed three (3) additional dormitory wings in Phase 2 of the Dormitory Enclosure Project (Wings 6, 7 and 8).

D. SECOND AMENDMENT TO MASTER PLAN

In January 2012, Showa Boston filed a second amendment to its Master Plan (the "Second Amendment to Master Plan") The Second Amendment to Master Plan sought the Authority's approvals for three (3) development projects identified as follows:

1. Dormitory Enclosure Project
2. Academic Addition Project
3. Cafeteria Addition Project

The Dormitory Enclosure Project involved the construction of 1,000 s.f. additions to enclose the outdoor patios off of Dormitory Wings 9 and 10 (on the south side of the Main Showa Boston Building) and the resultant addition of ten (10) beds per wing. The Dormitory Enclosure Project was completed in the Fall of 2012. The Academic Addition Project involved the construction of a 3,200 s.f. classroom building (on the front (or north) side of the Main Showa Boston Building). The Academic Addition Project also was completed in the Fall of 2012. The proposed Cafeteria Addition Project involved the construction of approximately 2,800 square foot addition to the existing Cafeteria located on the south side of the Main Showa Boston Building across from Dormitory Wing 6. To date, construction of the Cafeteria Addition Project has yet to be undertaken. The Second Amendment to Master Plan also described and/or updated, but did not seek approvals for, other possible future development projects.

E. THIRD AMENDMENT TO MASTER PLAN

In January 2013, Showa Boston filed a third amendment to its Master Plan (the "Third Amendment to Master Plan"). The Third Amendment to Master Plan sought the Authority's approvals for a single development project identified and

described as an 80-seat Classroom Addition Project (the “Classroom Addition Project”). The Classroom Addition Project involved the construction of approximately 1,500 s.f. on the front (or north) side of the Main Showa Boston Building. The Classroom Addition Project was completed in mid-October of 2013.

F. FOURTH AMENDMENT TO MASTER PLAN

Showa Boston’s proposed fourth amendment to its Master Plan (the “Fourth Amendment to Master Plan”) seeks the Authority’s approval for one Proposed Project, an approximately 100 s.f. Vestibule Addition Project, identified in the above Introduction and more-particularly described in Section II below. The contemplated Fourth Amendment to Master Plan also describes and/or updates, but does not seek approvals for, other possible future development projects.

G. UPDATES ON POSSIBLE FUTURE DEVELOPMENT PROJECTS

i. British School Of Boston Secondary School Building

The British School Secondary School Building continues to be a contemplated project by Showa Boston and the British School, consistent with the British School’s original academic expansion plans and eventual goal of educating its elementary and secondary school students in separate facilities. At present, the British School educates pre-kindergarten through year thirteen students. (Note: Under the International Baccalaureate (IB) Diploma program administered by the British School, the equivalent of American “Kindergarten” is considered “Year 1”, and, hence, the equivalent of American “Grade 12” is considered “Year 13”.)

In the 2004 Master Plan, the enrollment levels for each grade and, in turn, combined enrollment levels, were the projected bases for determining when the British School Secondary School Building would be needed. At the time, the projected target completion date for the project was September 2010. The recent economic downturn has had the effect of slowing growth in the British School’s enrollment and growth projections, and there is no presently anticipated construction date for this project. In any event, Showa Boston and the British School will notify the JHNA and the BRA at the earliest possible time to commence review of and gain input on this and any other projects.

With respect to the location of the British School Secondary School Building, the 2004 Master Plan tentatively identified the south side of the Campus in the area

shown in the Master Plan as the “Knoll.” No further planning or feasibility studies of either the building or the location have occurred since 2004, hence the “Knoll” location remains entirely tentative, and all appropriate alternative locations would be studied at such time as the project is proposed.

ii. Recreational Facility Building

Showa Boston and the British School continue to foresee an eventual need for an indoor, shared-use, recreational facility, especially in the event that the British School Secondary School Building is developed. The 2004 Master Plan identified the “Knoll” as the tentative location also for the Recreational Facility Building. As in the case of the British School Secondary School Building, no further planning or feasibility studies of either the building or the location have occurred since 2004, hence the “Knoll” location remains entirely tentative, and all appropriate alternative locations would be studied at such time as the project is proposed.

iii. Tennis Courts Enclosure

Neither Showa Boston nor the British School is actively considering the enclosure of the existing tennis courts.

iv. Playing Field Improvements

While not a “development project”, surface improvements to the existing playing field on the south side of the Showa Boston Campus have been made.

II. APPLICATION FOR SMALL PROJECT REVIEW

A. BACKGROUND AND CONTEXT

In conjunction with the contemplated Fourth Amendment to Master Plan, Showa Boston also submits, as part of its combined submission, an Application for Small Project Review for the Proposed Project pursuant to Section 80E of the Code. Although the 100 square feet of total gross floor area of the Proposed Project is below the 20,000 s.f. threshold specified in Section 80E-2.1(b)(i) of the Code, the Proposed Project is subject to the applicable provisions of Section 80E of the Code, since the Campus is located within the Nazareth/Showa Conservation Protection Subdistrict, and the Proposed Project is subject to the Site Plan Component regulations of Section 80E-2 where the gross floor area of the Proposed Project is considered together with Previous Projects.

B. PROPOSED PROJECT DESCRIPTION

Vestibule Addition Project

The proposed Vestibule Addition Project (the “Proposed Project”) involves the construction of approximately 100 square foot addition to Wing One of the Showa Boston Main Building (on the south side of the Showa Boston Campus). The proposed vestibule structure would provide Showa Boston and, more-particularly at present, the British School of Boston, with waiting area space for the British School of Boston’s youngest students that is enclosed and, therefore, protected from the elements. (See Attachments 2, 3 and 4 for Campus Section Photo, Project Plan and Elevations.)

C. PROPOSED PROJECT ZONING ANALYSIS – ZONING DISTRICT REGULATIONS

1. Zoning District: The Proposed Project is located in the Jamaica Plain Neighborhood District and is therefore governed by Article 55 of the Code. According to Boston Zoning Map 9A, Jamaica Plain Neighborhood District, the Campus is located within a Conservation Protection Subdistrict (CPS). Additionally, Section 55-10 of the Code establishes the Campus as the Nazareth / Showa Conservation Protection Subdistrict.

2. Use Regulations: The 1987 ZBA Decision changed the legal use and occupancy of 420 Pond Street (Showa Boston’s Campus) to “Dormitory, Administrative Facilities, Library, School and Cafeteria”. Showa Boston has filed

a zoning code appeal with the Boston Board of Appeal (BZC Case No. 32476) seeking relief from the requirements of Article 9, Section 9-1: Extension of Non-Conforming Uses and Reconstruction and Extension of Non-Conforming Buildings.

3. Dimensional Regulations: According to Table F of Article 55, the Proposed Project complies with all of the following applicable dimensional regulations:

| | <u>CPS</u> | <u>Proposed</u> |
|-----------------------|---------------|--------------------|
| Max. Floor Area Ratio | 0.3 FAR (max) | 0.13 ¹ |
| Building Ht (max) | 35 ft | 30 ft ² |
| Minimum Lot Size | none | NA |
| Minimum Lot Width | none | NA |
| Minimum Lot Frontage | none | NA |
| Minimum Front Yard | 20 ft | >1000 ft |
| Minimum Side Yard | none | NA |
| Minimum Rear Yard | none | NA |

4. Off-Street Parking: The Off-Street Parking Requirement for the Proposed Project is governed by Table J of Article 55 - Jamaica Plain Neighborhood District Off-Street Parking Requirements:

| | <u>Required</u> | <u>Proposed</u> |
|------------------------|-------------------|-------------------|
| Other Educational Uses | 1.0Spaces/1000GSF | 1.0Spaces/1000GSF |
| | 1 Space* | 1 Space* |

* Showa Boston notes that, although the Proposed Project will result in no additional vehicles parking on the Campus, Showa Boston has more than sufficient parking capacity on the Lot to satisfy the Off-Street Parking Requirement of Table J of Article 55.

5. Off-Street Loading: The Off-Street Parking Requirement for the Proposed Project is governed by Table K - Jamaica Plain Neighborhood District Off-Street Loading Requirements requires one bay for projects between 15,001

¹ 202,900 Total gsf (202,800 gsf Existing + 100+/- aggregate gsf of the Proposed Projects) divided by 1,650,829 sf Lot Area

² Height of the Proposed Project to match 11-foot existing building heights

GSF and 49,999 GSF. The Proposed Project does not require the addition of a loading bay.

**D. PROPOSED PROJECT ZONING ANALYSIS –
DEVELOPMENT REVIEW AND APPROVAL
REGULATIONS**

1. Article 80 – Applicable Provisions

As noted above, the Proposed Project is subject to the applicable Development Review and Approval Regulations of Article 80 of the Code. More specifically, the Proposed Project, based on its size (considered together with Previous Projects), is subject to the applicable Site Plan Component regulations of Section 80E-2, as follows:

Site Plan Component: Projects in Conservation Protection Subdistricts and Greenbelt Protection Overlay Districts. The Site Plan Component of Small Project Review shall apply to any Proposed Project in a Conservation Protection Subdistrict (CPS) or a Greenbelt Protection Overlay District (GPOD) if such Proposed Project, together with Previous Projects: (a) adds twenty-five hundred (2,500) or more square feet of gross floor area; or (b) moves one hundred (100) or more cubic yards of earth; or (c) increases the impervious surface of the site by four hundred (400) or more square feet; or (d) is located on a Lot containing less than one (1) acre of land. [Emphasis added.]

Accordingly, pursuant to Section 80E-3, the scope of review of the Proposed Project consists of Site Plan Component review.

2. Site Plan Component

a. The 2004 Showa Boston Master Plan contained a Survey showing the Campus topography at 2 foot contours, the location of significant trees or clumps of trees, possible wetlands, existing and proposed structures, driveways, parking areas.

b. The 2004 Showa Boston Master Plan also contained photographs of the existing natural features of the site which would remain unchanged as a result of the Proposed Project.

c. Please See Attachment 1 for the Site Plan of the Campus.

d. The 2004 Showa Boston Master Plan also contained a drainage plan and soil report, the details of which would remain unchanged as a result of the Proposed Project.

e. The 2004 Showa Boston Master Plan also contained a maintenance program for significant natural features of the site, the details of which would remain unchanged as a result of the Proposed Project.

The above-referenced contents of the 2004 Showa Boston Master Plan are incorporated herein by reference.

3. Site Plan Standards

- a. The Proposed Project will result in no impact on the natural features of the Campus. The Proposed Project will not disturb any existing natural features of the Campus.
- b. The Proposed Project will constitute a small, i.e., approximately 100 s.f., addition to the existing Showa Boston Main Building. Hence, the larger contiguous open space areas, natural features, the 'Front Yard', and landscaped edges that are sensitive to the surrounding residential areas will be preserved.
- c. Showa Boston will continue to maintain the Campus' significant natural features and their immediate surroundings.

E. COORDINATION WITH OTHER GOVERNMENT AGENCIES & NEIGHBORHOOD GROUPS

The following meetings will have occurred during the 30-day Public Comment Period contemplated to commence, in the Authority's sole discretion, on or about October 24, 2013:

1. November (TBD), 2013 - Preliminary on-site Meeting with JHA Zoning Committee
2. November 13, 2013 – JHA Monthly Meeting
3. November 20, 2013 – JPNC Zoning Committee Meeting

F. PROJECT TEAM / SCHEDULE

PROJECT ADDRESS/LOCATION

Showa Boston Institute Campus
420 Pond Street
Boston, MA 02130

OWNER

Showa Boston Institute
Dr. Ronald Provost, President
John Bohling, Facilities Director
420 Pond Street
Boston, MA 02130

DESIGN BUILD FIRM

Integrated Solutions Group
315 University Ave.
Westwood, MA 02090
T: 617-467-6340
Harold Steen, Project Consultant

LEGAL

William H. McCarthy, Jr., Esq.
6 Beacon Street
Boston, MA 02108
617-877-4107

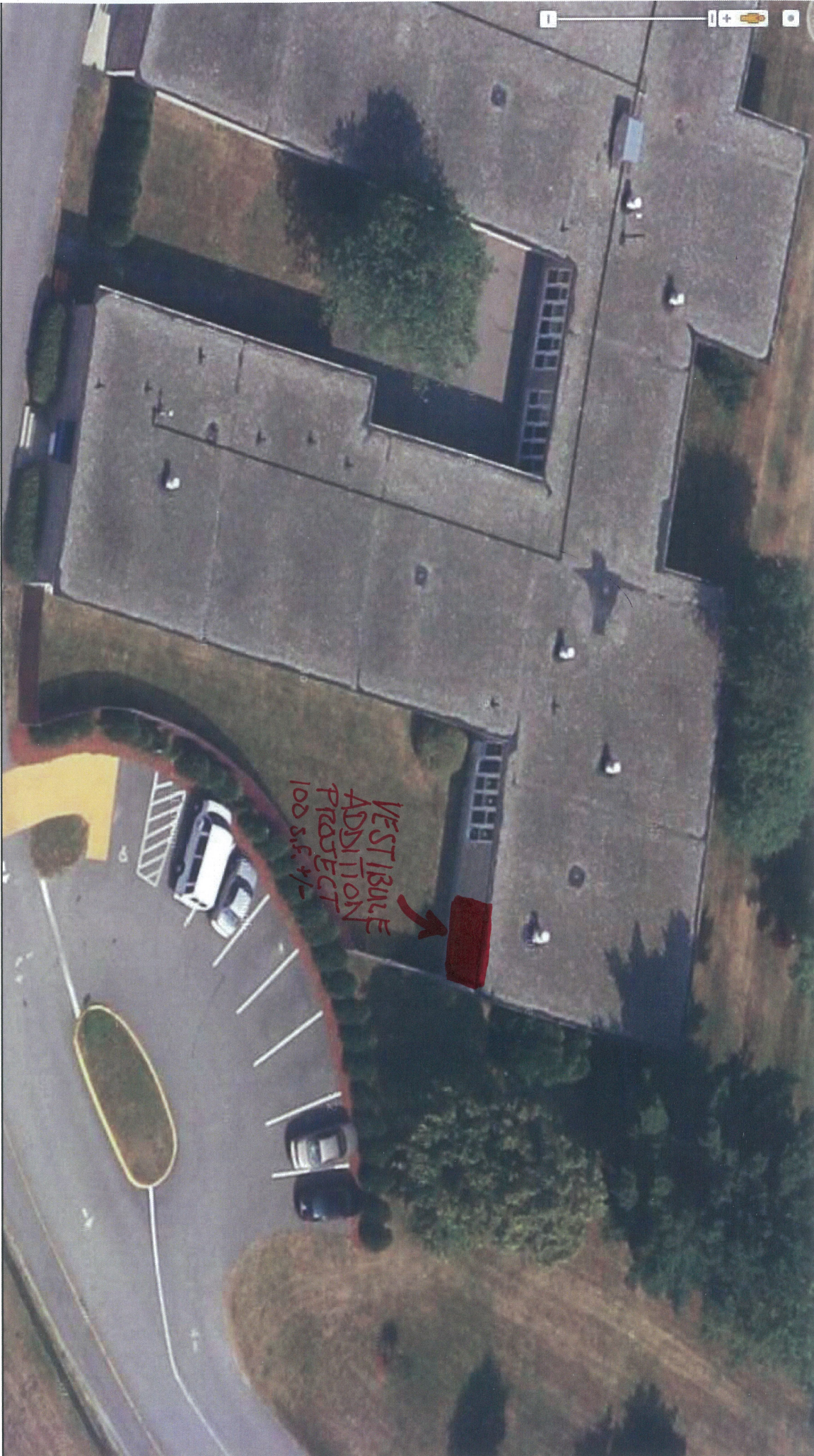
ESTIMATED CONSTRUCTION START

Vestibule Addition Project - February 2014

ESTIMATED CONSTRUCTION COMPLETION

Vestibule Addition Project – April 2014

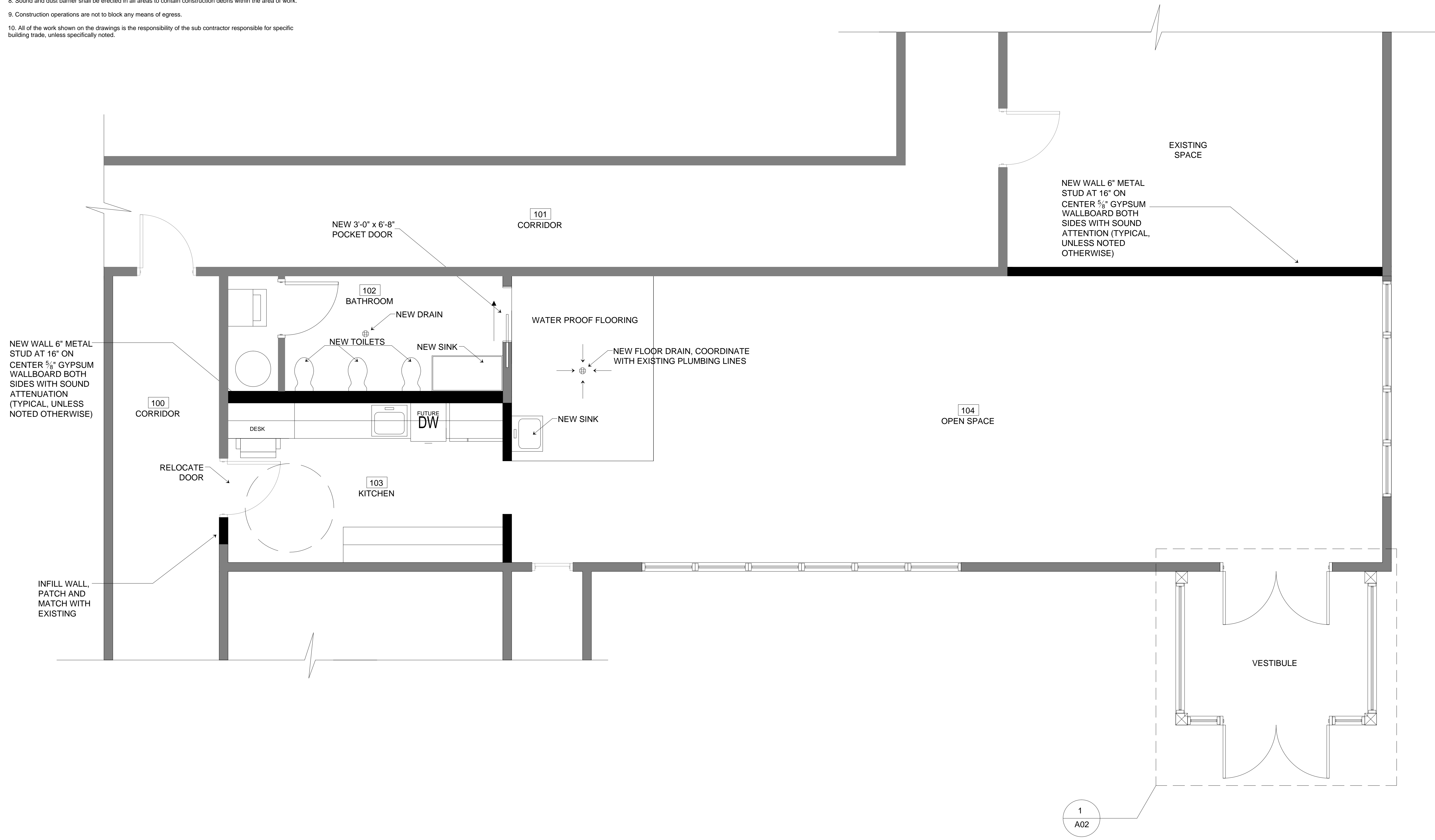
ATTACHMENTS



VESTIBULE
ADDITION
PROJECT
100 S.F. +/-



1. The work delineated in these drawings and all associated disciplines shall conform to all codes, standards, and regulations that have jurisdiction in the Commonwealth of Massachusetts and the city of Boston.
2. The following notes shall apply to all drawings and govern unless otherwise noted and specified.
3. Verify all dimensions and conditions at job site prior to beginning of construction. Verify architectural drawings with mechanical and electrical conditions, any variations shall be submitted to construction manager.
4. Do not scale from these drawings.
5. Unless otherwise shown, or noted, all typical details shall be used where applicable.
6. All details shall be considered typical at similar conditions.
7. Fire rating requirements are to comply with the governing codes.
8. Sound and dust barrier shall be erected in all areas to contain construction debris within the area of work.
9. Construction operations are not to block any means of egress.
10. All of the work shown on the drawings is the responsibility of the sub contractor responsible for specific building trade, unless specifically noted.



JOB NAME:
BRITISH SCHOOL OF BOSTON
 416 Pond Street
 Boston, MA 02130

PROFESSIONAL STAMP:

REVISIONS:
 08/03/2012

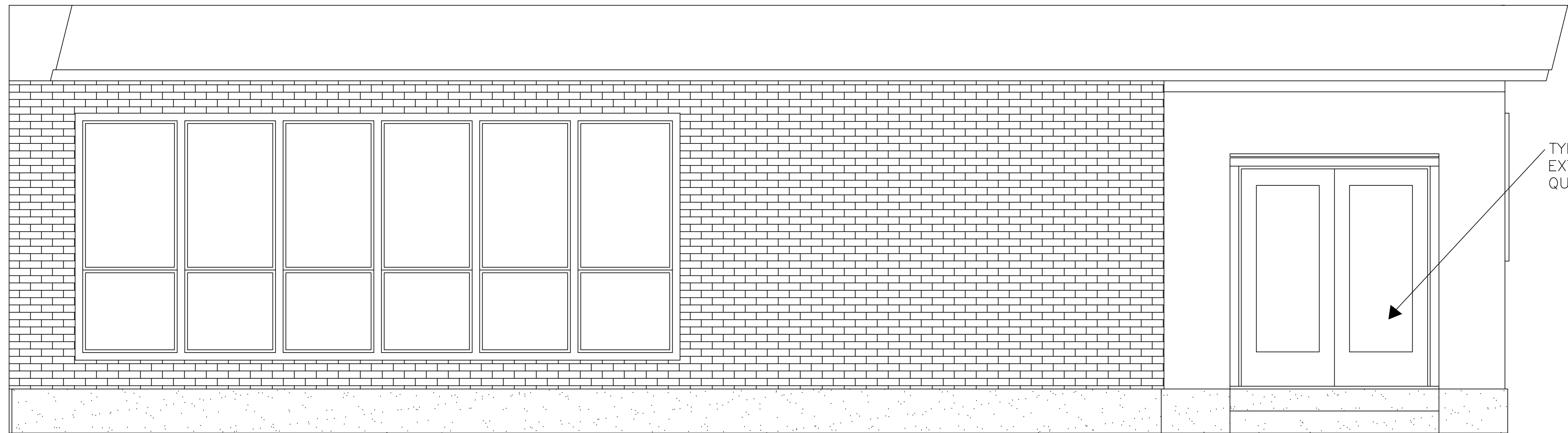
DATE: August 2, 2012
 SCALE: 3/8" = 1'-0"
 DRAWN BY: FC
 CHECKED BY: AS
 PROJECT NO.: 1714.2

TITLE:
PROPOSED PLAN

SHEET:
A01

1
 A02

1 **PROPOSED PLAN**
 SCALE: 3/8" = 1'-0"

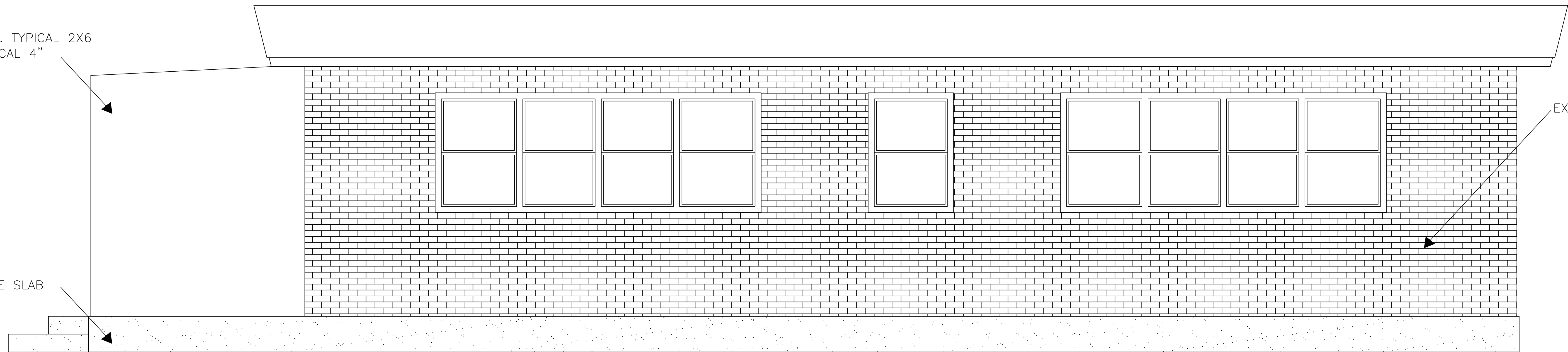


TYPICAL (3070)
EXTERIOR DOOR:
QUANTITY 2

PROPOSED EXTERIOR ELEVATION: NORTH
SCALE: 1/2" = 1'-0"

PARTITION WALL W. TYPICAL 2X6
VINYL SIDING TYPICAL 4"

POURED CONCRETE SLAB



EXISTING BRICK

PROPOSED EXTERIOR ELEVATION: WEST
SCALE: 1/2" = 1'-0"

BRITISH SCHOOL OF BOSTON

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