

In Council packets 9/25/98



CITY OF CAMBRIDGE
CAMBRIDGE, MASSACHUSETTS 02139



TEL 349-4300
FAX 349-4307

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

September 25, 1998

To The Honorable, The City Council:

Please find attached for your information the 1998 Town Gown Reports received from Cambridge College, Harvard University, Lesley College and MIT, as well as an Errata Sheet. The package also includes a two page statistical summary of information submitted by all four institutions.

Very truly yours,

A handwritten signature in cursive script that reads "Robert W. Healy".

Robert W. Healy
City Manager

RWH/mec
Attachment

**1998 Town-Gown Report Summary
(Cambridge Population & Facilities Only)**

	Cambridge College	Harvard University	Lesley College	MIT	Total
Term	'97 - '98	'97 - '98	'97 - '98	Fall '97	NA

Employees (Figures stated are Full Time Equivalents (FTEs), unless otherwise noted.)

Staff	79	6,330	299	6,829	13,537
Faculty	108	1,064	126	916	2,214

Number Living in Cambridge (not FTEs)	47	3,340	79	1,200	4,666
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Student Population

Enrolled in Degree Program	951	15,325	2,784	9,732	28,792
Undergraduate	243	7,086	818	4,381	12,528
Graduate	708	8,323	1,966	5,351	16,348

Not in Degree Program	31	5,690	0	0	5,721
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Students Housed in Cambridge

Undergraduate Students Housed	Unknown	6,623	416	3,402	10,441
in Dormitories	0	6,403	350	3,223	9,976
in Off Campus Affiliate Hsg.	0	160	0	14	174
in Off Campus Non-Affiliate Hsg.	Unknown	60	66	165	10,150

Graduate Students Housed	Unknown	5,800	149	3,057	9,006
in Dormitories	0	1,500	0	1,517	3,017
in Off Campus Affiliate Hsg.	0	1,300	0	215	1,515
in Off Campus Non-Affiliate Hsg.	Unknown	3,000	149	1,325	4,474

Total Students Housed in Cambridge	Unknown	12,423	565	6,459	19,447
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Tax Exempt Facilities

Acres	0.9	192	unknown	154	347
Buildings	1	270	33	134	438
Square Feet	39,511 ¹	11,800,000	443,491	9,241,000	21,484,491

Taxable Land Owned

Acres	0 ¹	27	unknown	65 ²	92
Commercial Property (sq. ft.)	0 ¹	272,338	220,000	1,468,000 ³	1,960,338
Other Property (sq. ft.)	0	628,000	138,851	unknown	628,000
Housing Units (units)	0	500	40	655 ⁴	1195

Affiliate Housing⁵

Occupied by Students	0	1,475	0	136	1,611
Occupied by Staff	0	35	0	20	55
Occupied by Faculty	0	75	0	incl. above	75

<i>Total Affiliate Housing</i>	0	1,585	0 ⁶	156 ⁷	1,741
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Payments to City (FY 97)

<i>Real Estate Taxes</i>	\$228,899	\$3,725,906	\$329,261	\$4,828,095	\$9,112,161
<i>PILOT⁸</i>	\$2,417	\$1,441,349	\$0	\$1,039,000	\$2,482,766
<i>Fees & Permits</i>	\$0 ⁹	\$2,910,334	\$8,508	\$4,949,192	\$7,868,034

<i>Total Payments to City FY 97</i>	\$231,316	\$8,077,589	\$337,769	\$10,816,287	\$19,462,961
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1. The Cambridge College facility is a mix of tax exempt and taxable property, all of which is listed as tax exempt in the table.
2. The MIT report includes 100 Memorial Drive and independant living units acreage for the first time.
3. The MIT report includes University Park commercial square feet for the first time
4. The MIT report includes units located at 100 Memorial Drive, Kennedy Biscuit Lofts and Auburn Court for the first time.
5. Affiliate housing refers to other housing owned that is available only to members of the academic community; it does not include either dormitories or housing available for rent to persons not affiliated with the institution. The figures stated refer to numbers of housing units. The number of students who live in such housing exceeds the number of units that they occupy.
6. Lesley College mistakenly reported dormitories as affiliate housing in their report.
7. MIT affiliate housing does not include any units at 100 Memorial Drive, Kennedy Biscuit Lofts or Auburn Court.
8. PILOT refers to Payment in Lieu of taxes.
9. Did not provide water and sewer fees.

Source: Cambridge College, Harvard University, Lesley College, MIT, 1998 Town-Gown Reports.

**1998 Town Gown Reports
Errata Sheet
August 30, 1998**

Cambridge College

In Section E ADD:

Real Estate Taxes Paid for FY 97: \$228,899

Payment in Lieu of Taxes (PILOT) for FY 97 \$2,417

Fees & Permits Paid during FY 97: \$0 (Does not include water and sewer fees.)

Harvard University

No Changes.

Lesley College

In Section D NOTE:

Lesley College mistakenly treated dormitories as affiliate housing. Lesley College owns no affiliate housing.

In Section D CHANGE:

Size (gross floor area) of All Taxable Facilities to 358,851 square feet.

MIT

In Section A CHANGE:

Cambridge Based Staff to 6,829.

7/6

FACSIMILE TRANSMISSION SHEET

CAMBRIDGE COLLEGE

**OFFICE OF THE PRESIDENT
499 MOUNT AUBURN STREET
CAMBRIDGE, MASSACHUSETTS 02138
(617) 354-0033
FAX (617) 354-6387**

**TO: Clifford Cook
Cambridge Community Development Department
(617) 349-4669**

FROM: Julia Sullivan DATE: June 3, 1998

NUMBER OF PAGES: (including cover) Six

Dear Mr. Cook:

As we discussed, here is our almost-complete Town and Gown Report. I will get the information on taxes, fees and permits to you as soon as possible.

::whew!!!: Thanks for your patience.

A handwritten signature in black ink, appearing to read "Julia Sullivan". The signature is written in a cursive style with a large, looped initial "J".

**IF THERE ARE ANY PROBLEMS WITH THE TRANSMISSION, PLEASE CALL
(617) 354-0033. THANK YOU.**

I. EXISTING CONDITIONS

Please provide the following information about the current conditions and population at your Cambridge campus. Please note where information is unavailable or a question is inapplicable. Feel free to add clarifying comments as needed. If you require any further information or have any questions, please contact Cliff Cook at the Cambridge Community Development Dept. at 349-4656.

Report for Time Period (e. g., Spring 98 semester or 97-98 term): Academic Year 1997-1998

A. FACULTY & STAFF

Cambridge-based Staff Head Count: 87 FTEs (if available): 79

Cambridge-based Faculty Head Count: 108 FTEs: (if available) _____

Number of Cambridge Residents Employed at Cambridge Facilities: 47

B. STUDENT BODY

Total Students Attending Classes in Cambridge: 982

In addition to the total student population, please provide the following statistics about your Cambridge-based student body:

Total Undergraduate Students: 243

Day: _____

Evening: 243

Full Time: data not available

Part Time: data n/a

Total Graduate Students: 708

Day: _____

Evening: 708

Full Time: data n/a

Part Time: data n/a

Non-Degree Students: 31

C. STUDENT RESIDENCES

Undergraduate Students:

residing in Cambridge in dormitories: none

of these with cars garaged in Cambridge: none

residing in Cambridge in off campus affiliate housing¹: none

residing in Cambridge in off campus non-affiliate housing: cannot be determined

Graduate Students:

residing in Cambridge in dormitories: none

of these with cars garaged in Cambridge: none

residing in Cambridge in off campus affiliate housing: none

residing in Cambridge in off campus non-affiliate housing: cannot be determined

D. FACILITIES & LAND OWNED

Tax Exempt Facilities & Land:

Acres: 39,511 SF (.91 acres)

Buildings: One

Size of Buildings (square feet): app. 30,000 SF

Affiliate Housing (include both taxable and tax exempt):

Units occupied by students: none

Units occupied by staff: none

Units occupied by faculty: none

Do you maintain a detailed inventory of tax exempt facilities? If yes, indicate contact person:
 Yes. Please contact Philip J. Ortins, C & R Management: (617) 734-3600

Taxable Facilities & Land:

Acres: none

Size (gross floor area): none

Commercial Properties (gross floor area): none

Housing - # Buildings: none

Housing - # Units: none

¹ Affiliate housing is defined as other housing owned by the institution that is available only to members of the academic community. Affiliate housing does not include dormitories or housing available for rent to persons who are not affiliated with the institution.

Do you maintain a detailed inventory of taxable facilities? If yes, indicate contact person:
not applicable

E. PAYMENTS TO CITY OF CAMBRIDGE:

Real Estate Taxes Paid for FY 97²: \$ _____

Payment in Lieu of Taxes (PILOT) for FY 97: \$ _____

Fees & Permits Paid during FY 97: \$ _____

² FY 97 for the City of Cambridge includes the period from July 1, 1996 through June 30, 1997.

II. RECENT EFFORTS

Please summarize efforts made by your institution to share information with either City agencies or the community about your institutional planning process over the past calendar year. You may either use the space below or attach a statement to this report.

Cambridge College has been pleased to take part in the ongoing dialogue between the City of Cambridge and the educational institutions which call the City home. In September of 1997, Vice President for Finance Philip Hitch made a presentation to the City's Planning Board, and received some helpful feedback and input. We look forward to continued work with the Planning Board.

In the past calendar year, the College continued its work with the Cambridge Partnership for Higher Education, as well as with the Joseph E. Maynard School. Students from our Counseling Psychology and Family and Community Systems programs have continued to be placed in Cambridge social and human service agencies, where they have worked closely with many of the City's at-risk populations. Cambridge schools have also been a site for student-teaching and practicum placements. As always, the College has learned much from its partnerships within the City of Cambridge, and has drawn on these experiences in shaping its future directions.

We are pleased to take part in the Harvard Square Business Association, in the Central Square Business Association, and in the Cambridge Chamber of Commerce. We are most grateful for the support of the many City councilmembers and School Committee members who have attended Cambridge College events throughout the past year. We look forward to opening our doors to the Cambridge community on many future occasions.

III. FUTURE PLANS

On page 12 of the Town-Gown Report, the members of the Town-Gown Committee agreed that "Universities should offer statements of their future needs to the city and plans responding to those needs. These plans should include specific statements about known development projects and their status; forecasts of faculty, staff or student population growth; and identified needs that do yet have solutions . . . These plans should address known concerns of the community, such as parking and/or tax base erosion."

In this section of the report please provide a summary of your institution's current facility plans and identified needs. Please include projected changes in your employee and student populations, as well as anticipated changes to your housing stock and planned property acquisition and disposition. As appropriate, please include excerpts from institutional planning reports or summarize the results below. In making this request, the City of Cambridge acknowledges that as conditions change your institution will need to make changes to the plans described below, changing or abandoning them as necessary.

You may either use the space below or attach a statement to this report.

Cambridge College plans to continue to operate and maintain its facility at 1000 Massachusetts Avenue, Cambridge. No additional facility acquisitions are planned at this time.

At its annual meeting in the fall of 1997, the College's Board of Trustees reaffirmed its commitment to managed growth. The College seeks to expand its student population primarily through on-site educational programs and distance learning. No significant expansion in faculty and staff is planned in the near future.

Over the past year, the College has been putting some highly focused effort into addressing the transportation and parking needs of students, faculty and staff. More work has been done to encourage all members of the Cambridge College community to use public transportation and to carpool where possible. In addition, the College has entered into a trial arrangement with the Cambridge Rindge and Latin School which will enable the College to obtain parking space (for a fee) from CRLS. The parking spaces (and a shuttle service connecting the College to the CRLS lot) are then made available to students for a relatively low cost. It is our hope that students will respond positively to the cost-effectiveness and convenience of this arrangement. The College's Parking Task Force continues to work with students to create ongoing strategies for easing parking demand and solving parking problems.

HARVARD UNIVERSITY

OFFICE OF GOVERNMENT, COMMUNITY
AND PUBLIC AFFAIRS

2 GARDEN STREET
CAMBRIDGE, MASSACHUSETTS 02138
TEL: (617) 495-4955
FAX: (617) 495-9703

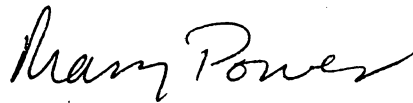
May 29, 1998

Cliff Cook
Data Manager
Cambridge Community Development Department
57 Inman Street
Cambridge, MA 02138

Dear Cliff,

Harvard is pleased to provide the enclosed Town-Gown Update Report. Harris Band and I look forward to presenting this information to the Planning Board in the near future. In the mean time, if you have any questions or require any additional information, please call at your convenience.

Sincerely,



Mary Power

I. EXISTING CONDITIONS

Please provide the following information about the current conditions and population at your Cambridge campus. Please note where information is unavailable or a question is inapplicable. Feel free to add clarifying comments as needed. If you require any further information or have any questions, please contact Cliff Cook at the Cambridge Community Development Dept. at 349-4656.

Report for Time Period (e.g., Spring 98 or 97-98 term): 97-98 term

A. FACULTY AND STAFF

Cambridge-based Staff Head Count: N/A FTEs (if available): 6,329.8

Cambridge-based Faculty Head Count: N/A FTEs (if available): 1,064.4

Number of Cambridge Residents Employed at Cambridge Facilities: 3,340 (plus an additional 472 Cambridge residents work in Harvard's Boston facilities.)

B. STUDENT BODY

Total Students Attending Classes in Cambridge: 15,325 (less duplication)

In addition to the total student population, please provide the following statistics about your Cambridge-based student body:

Total Undergraduate Students: 7,086 (includes extension)

Day: 6,630

Evening: 456 (extension)

Full Time: 6,784 (extension: 170)

Part Time: 302 (extension: 286)

Total Graduate Students: 8,323 (includes extension)

Day: 7,835

Evening: 488 (extension)

Full Time: 7,574 (extension: 95)

Part Time: 749 (extension: 393)

Non-Degree Students: 5,690 (Non-degree enrollments include all students enrolled in at least one class that is creditable toward a degree or formal award on October 15, 1997. Counts typically include TAP students, special students, and some visiting fellows and scholars.)

C. STUDENT RESIDENCES

Undergraduate Students:

residing in Cambridge in dormitories: 6,403
of these with cars garaged in Cambridge: 0 (Of undergraduates living in affiliated housing, however, 155 park their cars in residential garages)

residing in Cambridge in off campus affiliate housing: approx. 160
residing in Cambridge in off campus non-affiliate housing: approx. 60

Graduate Students:

residing in Cambridge in dormitories: approx. 1500
of these with cars garaged in Cambridge: 0 (total graduate students, parking in Cambridge is 546. This includes those commuting as well as those living in residential units.)
residing in Cambridge in off campus affiliate housing: approx. 1,300
residing in Cambridge in off campus non-affiliate housing: approx. 3,000

D. FACILITIES & LAND OWNED

Tax Exempt Facilities & Land:

Acres: 192.36
Buildings: 270
Size of Buildings (square feet): approx. 11.8 million g.s.f.
Affiliate Housing (include both taxable and tax exempt):
units occupied by students: 1,475
units occupied by staff: 35
units occupied by faculty: 75

Do you maintain a detailed inventory of tax exempt facilities? If yes, indicate contact person:
Yes. Contacts are Claire Spinner, Manager, Capital Project Approvals and Sheldon Tandler, Senior Financial Adviser, at Harvard Planning & Real Estate.

Taxable Facilities & Land:

Acres: 27.32
Size (gross floor area): approx. 900,000 g.s.f.
Commercial Properties (gross floor area): 272,338 g.s.f.
Housing - # Buildings: 40-50
Housing - # Units: approx. 500

Do you maintain a detailed inventory of taxable facilities? If yes, indicate contact person:
Yes. Contacts are Claire Spinner, Manager, Capital Project Approvals and Sheldon Tandler,
Senior Financial Adviser, at Harvard Planning & Real Estate.

E. PAYMENTS TO CITY OF CAMBRIDGE:

Real Estate Taxes Paid for FY97: \$3,725,906

Payment in Lieu of Taxes (PILOT) for FY97: \$1,441,349

Fees & Permits Paid during FY97: \$ 331,740

Water and Sewer during FY97: \$2,578,594

II. RECENT EFFORTS

Please summarize efforts made by your institution to share information with either City agencies or the community about your institutional planning process over the past calendar year. You may either use the space below or attach a statement to this report.

Through a variety of standing committees and special meetings, Harvard coordinates with the City on a regular basis regarding both long range planning activities and specific projects. Harvard also works to engage neighborhoods and community members in discussions about planning activities.

Harvard Planning and Real Estate and the Office of Government, Community and Public Affairs continue to meet regularly with City agencies and citizen committees to ensure that university planning efforts are both inclusive and collaborative. Discussions take place in both general information and project-specific forums including:

- **Joint Committee for Neighborhood - Harvard Consultation**
This committee, comprised of representatives from six neighborhood groups, the Community Development Department staff and Harvard representatives, meets monthly to share information and discuss neighborhood issues, planning activities, zoning issues and community activities.
- **Project Discussions**
Harvard organizes community discussions with residents, university staff and project design teams so that planning is informed by neighborhood interests and concerns. This past year the university held numerous neighborhood discussions regarding the Botanic Garden Child Care Center, an addition to Andover Library at Harvard Divinity School, and the proposed Knafel Center for Government and International Studies. In addition, the university informs residents about planning activities through presentations at neighborhood association meetings, letters, bulletins in community newsletters and project-specific web sites. This year as in past years, Harvard representatives provided updates regarding specific planning activities to the Cambridge Historical Commission and the Mid Cambridge Neighborhood Conservation District.
- **Neighborhood Projects**
Harvard supports community groups in their efforts to make neighborhoods more attractive. For example, Harvard worked closely with Riverside neighborhood to develop the "Field of Dreams," a community garden and recently funded a Riverside neighborhood effort to plant flowers in street planters.
- **Administrative Working Group**
Members of City, Harvard Planning and Real Estate, and the Office of Government Community and Public Affairs meet on a quarterly basis to share information regarding planning activities and to explore and develop areas of cooperation.
- **Advisory Committees**
Harvard participates in a variety of advisory committees including the Citizen's Growth Management Advisory Committee, the Harvard Square Advisory Committee, the Harvard Square Historic District Advisory Committee, the Cambridge Common Advisory Committee, and the Cambridge Pedestrian Committee.

- **Affordable Housing**

Harvard worked closely with the Community Development Department, the Cambridge Housing Authority and community representatives to plan for the sale of 100 formerly rent-controlled units to the City for use as permanent affordable housing last Spring. Units were sold to the city well below their market value. Harvard also extended protection that was formally granted under Massachusetts General Statute for persons who are income qualified for as long as they remain in a Harvard-owned unit. Harvard also has a representative on the Cambridge Affordable Housing Trust.

- **Traffic and Parking**

Harvard collaborated with the Community Development and Environmental Departments to administer an AER Transportation Survey of Harvard employees. Harvard also worked with the Traffic and Parking Department to develop designs to improve traffic conditions at the intersection of Quincy and Broadway and to create a new traffic pattern at Quincy Park (Harvard St. & Mass. Ave). Over the past year, Harvard has also coordinated with the City regarding proposed traffic calming measures along Oxford Street.

III. FUTURE PLANS

On page 12 of the Town-Gown Report, the members of the Town-Gown Committee agreed that "Universities should offer statements of their future needs to the city and plans responding to those needs. These plans should include specific statements about known development projects and their status; forecasts of faculty, staff or student population growth; and identified needs that do not yet have solutions...These plans should address known concerns of the community, such as parking and/or tax base erosion."

In this section of the report please provide a summary of your institution's current facility plans and identified needs. Please include projected changes in your employee and student populations, as well as anticipated changes to your housing stock and planned property acquisition and disposition. As appropriate, please include excerpts from institutional planning reports or summarize results below. In making this request, the City of Cambridge acknowledges that as conditions change your institution will need to make changes to the plans described below, changing or abandoning them as necessary.

You may either use the space below or attach a statement to this report.

A comprehensive description of Harvard's future, near-term development was provided in last year's Town-Gown report. Many of the projects listed at that time continue to be in the planning and construction phases, and are not yet complete. For this reason, the following information is largely unchanged from last year's report. New projects that have been discussed in the past year are preceded by an asterisk:

In 1994 Harvard launched its first University-wide fundraising campaign. Funds raised will be targeted for a variety of uses, divided between operating expenses, capital projects, and endowment. This campaign will support the University's continuing effort to maintain the highest degree of excellence in education and research and will shape Harvard's entry into the 21st century.

A brief look at Harvard's physical development over the past decade reveals a particular emphasis on historic preservation and restoration of existing facilities. Most notable were the restoration of freshman dorms in Harvard Yard, the adaptive reuse of Memorial Hall, the renewal of Lowell Lecture Hall and the conversion of the Busch-Reisinger Museum into the Center for European Studies. In addition, Harvard built distinguished new structures to complement its historic campus. Among these are the housing at 10 and 20 DeWolfe Street, the Inn at Harvard, the Taubman building, and the Law School's award-winning Hauser Hall.

The Cambridge Historical Commission recently inducted Harvard University into the Cambridge Preservation Honor Roll for its "cumulative contribution to preservation in the city over a number of years." Harvard was also awarded a Certificate of Merit by the Commission for the restoration of the 18th- and 19th-century Yard dormitories, the restoration of the Yard fence and gates, as well as the restoration of Memorial Hall and the Dana-Palmer and Warren houses.

Harvard's recent development and future growth is largely influenced by four factors related to teaching and learning: the incorporation of new technologies and evolving teaching modes throughout the University; the trend toward interdisciplinary study and research in academia; the emergence of enormous societal issues (e.g. AIDS, the fall of the Soviet Union, the hole in the ozone layer) which dictate new and/or expanded areas of study; and the increasing importance of executive and lifelong learning. The following list of potential projects illustrates the influence of these factors on University planning operations.

Historic Preservation, Restoration, & Renovation Projects In Planning or Under Construction:

- Comprehensive renovation of the River Houses: Built in the early 1920's and 30's, Harvard's River Houses have been used for undergraduate housing since their original construction and are in need of attention. This major restoration, involving at least eight facilities, would be comparable to the Yard dorms project. (planned)
- Yard buildings--Boylston Hall (currently under construction), Lehman Hall, University Hall, Memorial Church, Robinson Hall: Not addressed during the Yard dorms project, the remaining Yard buildings are slated for renewal. (planned)
- Widener and Lamont Libraries: In response to changing information technologies, these Yard libraries will undergo renovation. (underway)
- Physical and life science laboratories & classrooms in the North Yard: As new appointments are made, incremental improvements will be made to these teaching and research areas.
- Renovation of Longfellow Hall, Graduate School of Education: Four classrooms will be renovated to improve teaching and learning capabilities. Building accessibility will be improved.
- Interior renovations are planned at One Eliot Street, Kennedy School of Government, Areda Hall, and Langdell Hall, Harvard Law School.

Projects Currently in Planning/Construction:

- * Botanic Garden Child Care Center: relocation of child care from 23 Everett Street to Botanic Gardens (24 Fernald Drive). Increased capacity from 43 to 59 children, including new infant care capabilities (to begin Summer 1998). In preparation for the child care center's move from 23 Everett Street to its new location, the Law School is considering plans for that site.
- * Naito addition - approximately 60,000 g.s.f. will be added to the Chemistry complex in the North Yard, connecting Mallinkrodt, Gibbs, and Converse halls. (approved by the BZA)
- Maxwell-Dworkin building (Computer Science & Electrical Engineering): Funded by a major gift from Bill Gates and Steve Ballmer of Microsoft, this new structure is under construction on Oxford Street, at the former site of the Aiken Computation Lab. (under construction)
- Knafel Center for International Studies: Public discussion is on-going regarding planning issues associated with construction of a building to house the University's Government Department. The proposed location of the Knafel Center is on the same block as Gund Hall, bounded by Cambridge, Quincy, and Kirkland St. and Sumner Road. (planning)
- Divinity School Landscape Improvements: The Divinity School will redesign the area behind Andover Hall, converting it from surface parking to a landscaped green area. (planned)
- Andover Hall Library addition: Additional library space is planned, pending funding. (approved by the BZA)

Potential Planning Concepts:

- Kennedy School of Government (KSG): Additional office and classroom space may be needed in the future, as the KSG's crowded buildings reach maximum capacity.
- Fogg Museum - An expansion of the Fogg gallery space is being considered. Renovation for climate control, mechanical updates, improved access, and storage.
- Harvard Law school is beginning a process of considering redevelopment options for the Bence site on Massachusetts Avenue at Everett Street.
- Science Center - Classroom and lab space may be added to this building.

Projected demographic change, additions/deletions (non-construction) to physical plant:

- The 1994 announcement of Harvard's Capital Campaign projected a goal of 80 new faculty. (Faculty demographics contained herein may represent partial attainment of this goal.) Improvement of the faculty to student ratio is an expressed aim of the Campaign, and no concomitant growth in total student population is planned. Likewise, minimal staff growth is anticipated as a result of the Campaign.
- Gradual conversion of formerly rent-controlled housing for affiliate use.
- In Cambridge, Harvard has sold more than twice the amount of property it has acquired over the past ten years. If you include the sale of a pond site to the MDC, the figure jumps to five times the land area acquired over the past ten years.
- The property which the university has acquired in Allston may eventually provide for certain of the university's long term needs but is not expected to have immediate implications for Harvard's physical planning in Cambridge.

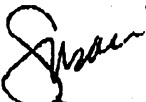
The above list summarizes ideas being discussed by University planners as of this date; since unforeseen needs and/or opportunities often dictate change, more current information can be obtained from Harvard Planning and Real Estate as project planning proceeds.



COMMUNICATIONS OFFICE

FAX COVER MEMO

May 7, 1998

TO: Cliff Cook, Cambridge Community Development Department
FROM: Susan Williams 
RE: 1998 Town Gown Report
PAGES: 6, including this cover sheet

Cliff – Thanks for your help in completing the attached Town Gown survey.
Please feel free to contact me at 349-8524 with any additional questions.

I. EXISTING CONDITIONS

Please provide the following information about the current conditions and population at your Cambridge campus. Please note where information is unavailable or a question is inapplicable. Feel free to add clarifying comments as needed. If you require any further information or have any questions, please contact Cliff Cook at the Cambridge Community Development Dept. at 349-4656.

Report for Time Period (e. g., Spring 98 semester or 97-98 term):

97-98**A. FACULTY & STAFF**Cambridge-based Staff Head Count: 332 FTEs (if available): 298.8Cambridge-based Faculty Head Count: 147 FTEs: (if available) 125.5Number of Cambridge Residents Employed at Cambridge Facilities: 79**B. STUDENT BODY**Total Students Attending Classes in Cambridge: 2,784

In addition to the total student population, please provide the following statistics about your Cambridge-based student body:

Total Undergraduate Students: 818Day: 579Evening: 239Full Time: 596Part Time: 222Total Graduate Students: 1,966Day: 393 (estimated)Evening: 1573 (estimated)Full Time: 315Part Time: 1651Non-Degree Students: NA

1998 Town Gown Report

C. STUDENT RESIDENCES

Undergraduate Students:

residing in Cambridge in dormitories: 350

of these with cars garaged in Cambridge: ?

residing in Cambridge in off campus affiliate housing¹: 0, NA

residing in Cambridge in off campus non-affiliate housing: 66

Graduate Students:

residing in Cambridge in dormitories: 0

of these with cars garaged in Cambridge: 0

residing in Cambridge in off campus affiliate housing: 0, NA

residing in Cambridge in off campus non-affiliate housing: 149

D. FACILITIES & LAND OWNED

Tax Exempt Facilities & Land:

Acres: NA

Buildings: 33

Size of Buildings (square feet): 443,491 gross floor area

Affiliate Housing (include both taxable and tax exempt):

Units occupied by students: 12 buildings; approx. 240 rooms

Units occupied by staff: NA

Units occupied by faculty: NA

Do you maintain a detailed inventory of tax exempt facilities? If yes, indicate contact person:

Charles Gilroy, CFO, Lesley College, 349-8727

Taxable Facilities & Land:

Acres: NA

Size (gross floor area): 138,851

Commercial Properties (gross floor area): 220,000

Housing - # Buildings: 7

Housing - # Units: 40

¹ Affiliate housing is defined as other housing owned by the institution that is available only to members of the academic community. Affiliate housing does not include dormitories or housing available for rent to persons who are not affiliated with the institution.

1998 Town Gown Report

Do you maintain a detailed inventory of taxable facilities? If yes, indicate contact person:

Charles Gilroy CFO Lesley College 349-8727

E. PAYMENTS TO CITY OF CAMBRIDGE:

Real Estate Taxes Paid for FY 97²: \$ 329,261

Payment in Lieu of Taxes (PILOT) for FY 97: \$ 0

Fees & Permits Paid during FY 97: \$ 8,508

² FY 97 for the City of Cambridge includes the period from July 1, 1996 through June 30, 1997.

II. RECENT EFFORTS

Lesley administrators periodically meet with organizations representing the concerns of the Agassiz community, Neighborhood Nine and Porter Square. In addition college officials have regular contact with the Mayor, the City Council, the School Committee, and the City Manager's office. We also have long-standing ties with the city's school department, and work frequently with the traffic department and zoning board on specific issues relating to the daily operation of our campus.

Through numerous teacher training and professional development programs, Lesley has an extensive presence in the Cambridge public schools. Lesley's presence not only improves the quality of the schools and education delivery, it also has a direct impact on the lives of young residents. The college operates the city's summer school program and provides early intervention literacy training to many teachers system-wide. Last June, sixty-odd eighth grade students in the college's Say Yes to Education program graduated from the Harrington School and moved on to Cambridge Rindge and Latin. Throughout their public schooling, these students will receive a full gamut of Lesley-provided instructional and cocurricular supports to enable them to make the best of the college education they will receive tuition free from benefactor George Weiss.

The college also has a commitment to adult Cambridge residents. In February 1997, the college expanded its city scholarship program by introducing a number of new scholarship and tuition reduction opportunities for both city employees and residents. An annual \$5,000 scholarship is available to any graduate of Cambridge Rindge and Latin School meeting Lesley's admissions standards. In addition, all city employees receive a 10% tuition discount, whether enrolled in graduate or undergraduate courses. This particularly benefits the city's teacher corps, as according to former Superintendent Mary Lou McGrath, approximately 70 percent of the city's 800 teachers take courses at Lesley. The same 10% tuition reduction has been extended to all adult Cambridge residents enrolling in the college's bachelor's degree programs.

III. FUTURE PLANS

Lesley College works regularly with the City of Cambridge, its agencies, and concerned community groups about changes the college may be considering on its campus. However, there are no impactful changes in Lesley's plans from last year's report. Plans continue to be discussed with neighborhood groups for the consolidation of our campus and the downsizing of the college's footprint in the neighborhoods. Discussions have begun regarding the development of the parking lots associated with the Porter Exchange building.

At this point we don't anticipate any significant change in our Cambridge-based student or employee population. With the success of Lesley's shuttle bus service, now routed almost entirely on Massachusetts Avenue, coupled with the Porter Exchange building's advantageous location next to the Porter Square T and commuter rail, the college has significantly reduced the number of automobiles traveling to our campus.



OFFICE OF THE PRESIDENT

CAMBRIDGE, MASSACHUSETTS 02139

TO: Clifford Cook, Data Manager
Cambridge Community Development Department

FROM: ^{SGC} Sarah Gallop, Office of Government and Community Relations

DATE: May 29, 1998

RE: Town-Gown Report for 1997

On behalf of MIT, I am pleased to transmit to the City of Cambridge the attached Town-Gown Report for 1997. If you have any questions about the contents of this submittal, please contact me at 253-0942.

Thank you.



OFFICE OF THE PRESIDENT

CAMBRIDGE, MASSACHUSETTS 02139

July 2, 1998

Mr. Clifford Cook
Cambridge Community Development Department
57 Inman Street
Cambridge, MA 02139

Dear Cliff,

I am writing to correct a figure which was submitted in our 1997 Town Gown Report for the number of MIT staff.

The figure we originally provided (8,100) included all MIT employees. The correct number is 7,745, which reflects only those MIT employees who work in Cambridge.

Thank you for bringing this error to our attention.

Sincerely,

Sarah E. Gallop
Co-Director, Office of Government and Community Relations

cc: Bea Frain

I. EXISTING CONDITIONS

Please provide the following information about the current conditions and population at your Cambridge campus. Please note where information is unavailable or a question is inapplicable. Feel free to add clarifying comments as needed. If you require any further information or have any questions, please contact Cliff Cook at the Cambridge Community Development Department at 349-4656.

Report for the Time Period (e.g., spring 98 semester or 97-98 term): As of fall 1997

A. FACULTY & STAFF

<i>Cambridge-based Staff</i>	Head Count: 8100 FTE's (if available): N/A
<i>Cambridge-based Faculty</i>	Head Count: 916 FTE's (if available): N/A

Number of Cambridge Residents Employed at Cambridge Facilities: 1200

B. STUDENT BODY

Total Students Attending Classes in Cambridge: 9732

In addition to the total student population, please provide the following statistics about your Cambridge-based student body:

Total Undergraduate Students: 4381

Day:	4381
Evening:	N/A
Full Time:	4326
Part Time:	55

Total Graduate Students: 5351

Day:	5351
Evening:	N/A
Full Time:	5331
Part Time:	20

Non-Degree Students: N/A

C. STUDENT RESIDENCES

Undergraduate Students:

residing in Cambridge in Institute-approved housing (includes dormitories and independent living groups): 3223

of these with cars garaged in Cambridge: 100
residing in Cambridge in off campus housing owned and managed by MIT: 14
residing in Cambridge in off campus non-MIT housing: 165

Graduate Students:

residing in Cambridge in Institute-approved housing (includes dormitories and independent living groups): 1517
of these with cars garaged in Cambridge: 350
residing in Cambridge in off campus housing owned and managed by MIT: 215
residing in Cambridge in off campus non-MIT housing: 1325

D. FACILITIES & LAND OWNED

Tax Exempt Facilities & Land:

Acres: 154

Buildings: 134

Size of Buildings (square feet): 9,241,000

Off-Campus Taxable Properties that House Students, Faculty and Staff (there are no tax-exempt properties that house faculty and staff):

Units occupied by students: 136

Units occupied by staff and faculty: 20

NOTE: these numbers do not include 100 Memorial Drive, Kennedy Biscuit Lofts, and Auburn Court which primarily house non-MIT people.

Do you maintain a detailed inventory of tax exempt facilities?

Yes. All inquiries should be directed to the MIT Planning Office.

Taxable Facilities & Land:

Acres: 64.9 (increase from 1996 report is due to the inclusion of 100 Memorial Drive and the independent living groups)

Size (gross floor area): not available

Commercial Properties: 1,468,000 sf (rentable area which does not include parking or basements. Increase from 1996 report is due to the inclusion of University Park)

Housing – # Buildings: 16 (increase from 1996 report due to the inclusion of 100 Memorial Drive, Kennedy Biscuit Lofts and Auburn Court).

Housing – # Units: 655 (increase from 1996 report due to the inclusion of 100

Memorial Drive, Kennedy Biscuit Lofts and Auburn Court).

Do you maintain a detailed inventory of taxable facilities? Yes. All inquiries should be directed to the MIT Real Estate Office.

E. SELECTED FY97 PAYMENTS TO CITY OF CAMBRIDGE

Real estate taxes paid on MIT-owned property:	\$3,551,642
Real estate taxes generated by University Park:	\$1,215,936
Real estate taxes generated from Independent Living Groups not owned by MIT:	\$ 60,517
Total real estate taxes paid and generated:	\$4,828,095
Fees & permits paid by MIT:	\$4,556,275
Fees & permits generated by University Park:	\$ 392,917
Total fees & permits paid and generated:	\$4,949,192
Voluntary payment in lieu of taxes (PILOT):	\$1,039,000
<hr/>	
Total:	\$10,816,287

II. RECENT EFFORTS

Please summarize efforts made by your institution to share information with either City agencies or the community about your institutional planning process over the past calendar year. You may use either the space below or attach a statement to this report.

MIT is involved in many public activities that promote strong communications and partnerships between the Institute and the Cambridge community. Some of these activities result in the sharing of information regarding MIT's institutional planning processes, while others strengthen the MIT/City relationship to the benefit of the entire community. Examples of these types of activities in 1997 include the following efforts.

Community Planning Presentation

As a follow up to the submission of our Town Gown Report for 1996, MIT gave a presentation to the community at a Cambridge Planning Board meeting on August 5, 1997. The presentation included information related to current conditions on campus, MIT and City initiatives to share information and work collaboratively on public policy issues since 1991, and future MIT facility needs and plans.

Cambridgeport Neighborhood Study Committee

MIT has been a regular attendee at the bi-weekly Cambridgeport Neighborhood Study Committee Meetings throughout 1997, where personnel have answered questions and provided information about MIT as needed. At the November 20 meeting, MIT provided an overview of its plans to develop graduate student housing and engaged in a resulting discussion with the Committee.

Presentation to Planning Board on Graduate Student Housing Program

On April 7, 1998, MIT gave a presentation to the Cambridge Planning Board on its proposed graduate student housing program in Cambridgeport, which is in accordance with the 1991 Town-Gown Agreement and the 1992 Cambridgeport rezoning initiative. MIT officials summarized plans for the housing and answered questions from the Board and the public.

Participation on Municipal Public Policy Committees

MIT routinely serves on local committees and task forces addressing municipal public policy issues. In 1997, MIT officials served on the following committees:

- Cambridge Pedestrian Committee
- Cambridge Bicycle Committee
- Cambridgeport Roadway Committee
- City-wide Growth Management Advisory Committee

In addition, MIT actively participates in public policy processes by sharing its ideas and concerns and engaging in discussion at public meetings and hearings. In 1997, MIT participated in public discussions regarding numerous zoning petitions as well as the Parking and Transportation Demand Management Ordinance.

Historical Commission Interaction

MIT has worked closely with the Cambridge Historical Commission on a number of projects over the years, most notably the renovations to the Old Ford Assembly Plant at 640 Memorial Drive. MIT continues to work with the Commission on many campus projects such as the replacement of Building 20 on Vassar Street, which was constructed as a temporary facility to support research activities during World War II; and the restoration of Baker House, a dormitory designed by Alvar Aalto and built in 1949.

Community Newsletters

Since 1993, MIT has produced and distributed a biannual community newsletter where information relating to the Institute's local economic impact, community and educational outreach activities, and public policy interactions is

highlighted and shared with approximately 2,000 Cambridge residents, businesses and city officials.

Annual Cambridge First Day

In 1993, Cambridge First Day was established by MIT President Charles Vest as a way for MIT to formally express its appreciation to the Cambridge community for the productive economic and cultural partnerships that exist between the Institute and public officials, businesses, and residents of Cambridge. That year, MIT honored Cambridge businesses with whom MIT has been working for 50 years or more. MIT then recognized minority- and women-owned Cambridge businesses in 1994, small Cambridge businesses in 1995, Cambridge biotechnology companies in 1996, and entrepreneurship in Cambridge in 1997. Culinary accomplishments in Cambridge will be highlighted in 1998.

Annual Community Service Awards

In 1994, MIT initiated Cambridge Community Service Day which celebrates the spirit of volunteerism and community service in Cambridge. The reception is held annually at the MIT President's house to honor individuals from both the Cambridge and MIT communities for exemplary community service.

Access to General MIT Information

General information about MIT, including its history and organization, current events, research summaries, Reports to the President, and the MIT Facts Book can be found on the MIT web site at <http://web.mit.edu/>.

III. FUTURE PLANS

On page 12 of the Town-Gown Report, the members of the Town-Gown Committee agreed that "Universities should offer statements of their future needs to the city and plans responding to those needs. These plans should include specific statements about known development projects and their status; forecasts of faculty, staff or student population growth; and identified needs that do not yet have solutions. These plans should address known concerns of the community, such as parking and/or tax base erosion."

In this section of the report please provide a summary of your institution's current facility plans and identified needs. Please include projected changes in your employee and student populations, as well as anticipated changes to your housing stock and planned property acquisition and disposition. As appropriate, please include excerpts from institutional planning reports or summarize the results below. In making this request, the City of Cambridge acknowledges that as conditions change your institution will need to make changes to the plans described below, changing or abandoning them as necessary. You may use either the space below or attach a statement to this report.

Demography

In the last few years, the MIT community has gone through significant changes in its population. In FY96 approximately 640 members of the faculty and staff community took advantage of an early retirement program. Many of these positions have not been replaced. The student population is expected to remain stable or experience a slight reduction in the years ahead.

Academic Facilities

The major focus of building activity is on the rehabilitation of laboratory facilities built in the 1950s and 1960s. In addition, architectural programming has started on a new academic building for computer science laboratories to replace the remaining WWII wooden buildings on the main campus, and development of the next stage of the Institute's Central Athletic Facility on the west campus is entering the schematic design phase.

Housing

Work on the programming and design of a new dormitory for graduate students on Pacific Street in Cambridgeport is moving ahead consistent with the goals set out in the town-gown agreement. Construction is expected to start within a year.

The rehabilitation of undergraduate housing started with the renovations to Senior House, a dormitory on the East Campus built in 1916, and is continuing this summer with the first phase of the restoration of Baker House, a dormitory designed by Alvar Aalto and built in 1949.

Preliminary programming for additional undergraduate housing on Vassar Street will be starting this year, with the new residence hall available for occupancy within 3 years. Over 95% of MIT's undergraduates live in MIT dormitories or approved housing.

Parking and Transportation

The Institute continues to work aggressively to promote alternative modes of transportation and reduce parking demand for our commuting population. The T-pass subsidy program continues to be a great success, with over 3,000 members of the community participating. MIT is an active member of the Charles River Transportation Management Association and is a major financial supporter and participant in the TMA's shuttle program. The Institute also has an active bicycle program, adding dozens of bike storage spaces throughout the campus and conducting bicycle safety and training seminars every fall through the Campus Police department.

A major concern of the MIT community is the need to focus on public safety and traffic calming measures and pedestrian safety on the streets serving the MIT

community and its neighbors. Massachusetts Avenue, Vassar Street, Ames Street, Amherst Street, and Wadsworth Street are all used intensively by pedestrians, automobiles and bicycles. We regret that Memorial Drive has, despite MIT's best efforts, continued to be a major accident venue because of the high speeds and lack of proper traffic controls. One of our most promising students was killed this past October while trying to cross Memorial Drive. Equally tragic was the death of a citizen trying to cross the Drive east of Massachusetts Avenue. We need the City's assistance to reduce the number of deaths and injuries resulting from these conditions.

Future Needs

Academic Facilities

MIT's future needs for academic facilities are principally concerned with modernizing our existing facilities, many of which are over 40 years old and obsolescent for modern science and engineering purposes. Whenever possible, we plan to build modern replacement facilities. Many of MIT's new academic and research facilities will serve as the incubators for the future economic base of the City and the region.

Housing

Housing continues to be a major concern for both graduate students and staff of MIT. The limited amount of low and moderate income rental housing in Cambridge has forced many students to seek housing at some distance from the Institute. The cost of housing in Cambridge continues to represent a serious consideration for our students. The new graduate student housing program being planned at Sidney and Pacific Streets will help solve this problem. However, we believe that more needs to be done and we are actively seeking funds to accelerate MIT's housing programs.

MIT's concerns for the future include recent efforts to further reduce the development capability of the land that has been earmarked for institutional purposes. These efforts undermine the stability of MIT's plans which have been designed to meet our housing development obligations under the original town-gown agreement.

Last year's changes to the zoning ordinance following the Pitkin Petition, as amended, significantly affected the Institute's student housing development capabilities on the east end of the campus. The Anderson Petition currently under review also reduces the development capability on the main and west campus, including the already rezoned parcels along Vassar Street that are designated for student housing. This petition, if passed in its present form, will further reduce MIT's ability to meet our mutual housing goals.

In both cases, we believe that it was not the intent of the petitioners to impact MIT's ability to meet our housing goals under the town gown agreement, but that is

the result. We believe that a review of and changes to the current zoning district designations covering portions of the MIT campus may provide a solution to the unintended consequences of these and similar zoning proposals initiated to protect other existing residential areas of the City.

6265

The 1998 Town Gown Reports received from Cambridge College, Harvard University, Lesley College and MIT, as well as an Errata Sheet. This information also includes a two page statistical summary submitted by all four institutions.

In City Council packets
September 25, 1998