

April 1, 2008

Bernard Margolis, President
Boston Public Library
700 Boylston Street
Boston, MA 02116

Re: Nominations for Citizens Advisory Committee (CAC) for the
Proposed Copley Place Retail Expansion and Residential Addition Project

Dear Mr. Margolis:

The Boston Redevelopment Authority (“BRA”) is seeking nominations from residents, business owners, institutions, and community organizations for a Citizens Advisory Committee (“CAC”) for the proposed Copley Place Retail Expansion and Residential Addition Project, located at 100 Huntington Avenue.

The CAC will assist the BRA in evaluating the project and advising the City and BRA throughout the public review process. The proposed project involves a considerable addition of retail and residential space to the site.

In order to ensure fair and equitable representation of the community’s many constituents, nominations are being sought from a wide variety of stakeholders. Newspaper ads are also being placed in the South End News and the Boston Courant. It is anticipated that between 9 and 11 members will be appointed to the CAC by Mayor Thomas M. Menino. Nominees must commit to a multi-year process. We anticipate the meetings will be held monthly and run approximately 2 to 3 hours. There will also be working sessions for the CAC members.

We ask that your group submit three nominations.

Nominations should include the name of the individual, his or her street address, e-mail address (if available) and any affiliation to neighborhood organizations or institutions. Each submission should also include a statement as to how this person would best represent the neighborhood’s interests. All nominations should be submitted in writing by e-mail or regular mail. The nominations will then be presented to the Mayor, who will make the final determination on the CAC members.

Nominations should be sent to: (a) Lauren Shurtleff, Planner, Boston Redevelopment Authority, One City Hall Square, 9th Floor, Boston, MA 02201; or (b) by e-mail to lauren.shurtleff.bra@cityofboston.gov; by 5:00 PM on **Monday, April 21, 2008**.

We look forward to working with you. If you have any questions, please feel free to contact us.

Sincerely,



Mary Knasas, Senior Planner and
Boston Redevelopment Authority
617.918.4489
mary.knasas.BRA@cityofboston.gov



Lauren Shurtleff, Planner
Boston Redevelopment Authority
617.918.4353
lauren.shurtleff.bra@cityofboston.gov