

## **Winchester Town Center Parking Management Plan**

### **IMPLEMENTATION**

This document summarizes the proposed implementation actions and schedule for the Winchester Town Center Parking Management Plan.<sup>1</sup>

#### **The guiding principles followed in constructing the schedule were –**

- Meet as many of the identified parking needs possible;
- Ensure that benefits and burdens are shared equitably across all user groups;
- Provide adequate time for the Town to evaluate parking demand and parking pay station equipment; and
- Minimize Town costs and maximize opportunities to monitor and adjust the program.

#### **Implementation will be phased over two years. The first phase of the plan will provide –**

- One hour of free parking in the center;
- One hour free parking plus as much time as you want to buy in the Laraway pay station lot if you chose to park close to the center;
- Up to three hours free parking in the Mt. Vernon, Town Hall/Library and Aberjona lots if you chose to park outside the Red Zone or are attending meetings at the Jenks, Town Hall or the Library;
- All-day paid-permit parking in the Orange Zone lots (Cullen, Waterfield, and Aberjona) if you chose to park near the center and commuter rail station;
- All-day free parking in the Yellow Zone lots and streets if you want free parking and are willing to walk a few blocks to work;
- All-day, free, on-street Green Zone permit parking around the Lincoln and McCall Schools for teachers and staff; and
- All-day, paid-permit parking in the Purple Zone on Bacon Street at Wedgemere Station for Winchester-resident commuters.

#### **The general sequence of implementation is as follows –**

1. Announce that the Town will be implementing the **full program over two years**;
2. Post **Skills Road** from Mt. Vernon to Shore Road for “No Parking before 900AM” to free up more parking spaces for seniors attending Jenks Center functions. [July/August 2012; resign.];

---

<sup>1</sup> See “Winchester Town Center Management Plan” for a detailed description of the plan and maps of the recommended parking zones.

3. Designate and re-sign the **town staff parking lots**. [July/August 2012; resign, relocate staff parking area in Mt. Vernon lot, and issue permits and windshield stickers.];
4. Re-sign the **Town Hall/Library Rear lot** to permit two-hour parking for Town Hall visitors and Library patrons and volunteers. [July/August 2012; re-sign.];
5. Begin outreach to **town center employers and employees**, working through the Chamber and interested town center employers. [July/August 2012; prepare and distribute parking plan and permit information; conduct outreach to employers and employees.];
6. Post the **Yellow Zone lots** (Shore Road, Aberjona, and Mt. Vernon) and streets (Dix and Vine blocks) and begin issuing permits to town center employees and town center residents on the posted streets. [August/September 2012; post new lot signs; automate permit administration system; evaluate on-line renewal of applications.];
7. Post the **Orange Zone lots** (Cullen, Waterfield and Aberjona) this summer and start selling permits for the fall quarter. [July/August 2012; post new lot signs; automate permit administration system; and evaluate on-line renew applications.];
8. Implement the **Green Zone parking** around Lincoln and McCall and along Skilling Road from the Shore Road to Ciacia Field. (Before schools re-open in September 2012; coordinate parking actions with school bus and pick-up and drop-off zone plans; post new on-street signs; distribute parking plan and permits through the respective school administrators];
9. Install three (3) **pay-and-display stations in the Laraway Road lot** as a pilot to test the equipment and serve Red Zone parkers who want to park close to the center for more an one hour. [September 2012; evaluate, lease, install and test equipment; provide flyers and staff to help parkers with initial use of the machines; evaluate parker responses over winter and spring.];
10. Install one (1) **pay-by-space stations in the Aberjona North lot** as a pilot to test the equipment and serve Red Zone parkers who want to park close to the center for more an one hour. [September 2012; evaluate, lease, install and test equipment; provide flyers and staff to help parkers with initial use of the machines; evaluate parker responses over winter and spring.];
11. Once the Laraway pay stations are in operation and the Orange and Yellow zones are re-signed, begin posting the **Red Zone** for one-hour free parking (allowing for handicapped spaces and a few 15-minute spaces near high-turnover coffee shops, etc.). [September/October 2012; post new signs and re-stripe where appropriate to provide additional parking spaces.];
12. Lease and test **handheld barcode/permit readers and ticket printers** and step up enforcement (September/October 2012, weather permitting);

13. Discuss parking management options at **Wedgemere Station** with the DCR [Fall 2012]. Consider implementing on-street, paid-permit parking for Winchester resident commuters along Bacon Street;
14. Draft revised **overnight parking regulations** for BOS and Town Meeting review and approval at the 2012 Fall or 2013 Spring Town Meeting. In parallel, draft a model shared-parking agreement for use by town center businesses, residents, and private parking lot owners;
15. Monitor **parking use and turnover** during the fall, winter and spring; and
16. If the parking pay stations installed at the Laraway Lot prove out, consider installing **pay stations with Aberjona, Waterfield and Shore Road** in the Summer/Fall 2013, to prevent out-of-town commuters from getting free parking at the expense of Winchester center employees and commuters. Consider installing pay stations in the Mt. Vernon and Library lots if demand warrants.

**This implementation plan will –**

- Address the town center business community's top priority, which is to have a reasonably certain parking solution for employees and tenants;
- Provide interim, three-hour, free parking in Mt. Vernon and Town Hall/Library lots, which will address the concerns of the Jenks and Library administrators;
- By implementing the Red Zone, send a clear signal to employers and employees that the community is serious about making the center work and thrive as a retail and business center;
- By implementing the Red Zone in a relatively short period of time, avoid potential charges of benefiting one area of the center over another;
- Provide free three-hour parking in the Aberjona and Mt. Vernon lots to accommodate overflow parking from the Laraway lot if there is more demand for 2-3 hour parking than can be accommodate by the Laraway Road lot pilot; and
- Give the town a full year to monitor, assess and adjust the parking program before a decision is made to commit to installation of pay stations beyond the Laraway Road pilot.

**The implementation plan will NOT –**

- Commit the Town to long-term equipment leases and capital costs;
- Allow for quick and efficient enforcement of the parking lots while free, three-hour parking is allowed;
- Provide sufficient parking in the town center lots for residents who want to make infrequent day trips by commuter rail to Boston; and
- Change parking violation standards or procedures.