

Winchester Town Center Parking Implementation Plan

For discussion only – Not approved policy or adopted plan

Draft v5 as of May 15, 2012

This document summarizes the proposed implementation schedule for the Winchester Town Center Parking Management Plan.

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.

If implemented successfully, 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.

Implementation will be phased over two years. The general sequence is as follows –

1. Announce that the Town will be implementing the **full program over two years**;
2. Post **Skillings Road** from Mt. Vernon to Shore Road for “No Parking before 900AM” this summer to free up more parking spaces for senior attend Jenks Center functions. [Limited re-signing.];

3. Designate and re-sign the **town staff parking lots** this summer. [Limited re-signing, relocation of the staff parking area in Mt. Vernon lot, and issuance of permits and windshield stickers.];
4. Re-sign the **Town Hall/Library Rear lot** this summer to permit two-hour parking for Town Hall visitors and Library patrons and volunteers. [Limited re-signing.];
5. Begin outreach to **town center employers and employees** this summer, working through the Chamber and interested town center employers. [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) this summer and start issuing permits to town center employees and town center residents on the posted streets. [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. [Post new lot signs; automate permit administration system; 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 this fall. (Coordinate 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 this fall 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. [Evalute, 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. 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.). [Post new signs and re-stripe where appropriate to provide additional parking spaces.];
11. Lease and test **handheld barcode/permit readers and ticket printers** this fall and step up enforcement through the winter (weather permitting);
12. Discuss parking management options at **Wedgemere Station** with the DCR during the fall/winter. Consider implementing on-street, paid-permit parking for Winchester resident commuters along Bacon Street;
13. 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;

14. Monitor **parking use and turnover** during the fall, winter and spring; and
15. If the parking pay stations installed at the Laraway Lot prove out, consider installing **pay stations with Aberjona, Waterfield and Shore Road** in the 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 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 convenient 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.