



**Town of Arlington
Office of the Town Manager**

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To: Members of the Board of Selectmen

From: Adam Chapdelaine, Town Manager

RE: Arlington Center Parking Plan

Date: September 17, 2015

At the Selectmen's meeting of October 6, 2014 the Board adopted the recommendations in the Arlington Center Parking Management Study, conducted for the Town by Nelson/Nygaard. The study recommended implementation of a paid parking strategy for on- and off-street parking in Arlington Center in order to improve parking availability. The Board also approved creation of a Parking Implementation and Governance Committee (PIGC), which has been meeting about twice a month since April 2015. Some of the operational decisions are as follows:

- IPS was chosen as vendor for new multi-space meters in Russell Common and Railroad Lots. Fee is \$.50/hour, from 8 am to 8 pm, as recommended by Nelson/Nygaard. Installation of these meters has been completed.
- Pay and Display has been chosen, because it is the lowest cost solution. Pay by space requires poles installed to mark each space, or frequent painting of numbers on pavement for each space. This decision can be re-evaluated and changed to Pay by Space at any time.
- IPS was chosen as vendor for single space meters on street. Fee is \$1.00/hour, 4 hour limit, 8 am to 8 pm, as recommended by Nelson/Nygaard. Procurement of poles and installation is underway. We hope to be able to install the single space meters before winter.
- Permits – Permits will continue to be sold, but permit designated spaces will be eliminated to provide more flexibility between permit and metered spaces. Businesses and their employees will be encouraged to buy permits and park in the Russell Common Lot.
- New signs have been designed and will be fabricated by the DPW Sign Shop for the Russell Common Lot. All existing signs in the lot and on the street will be removed. New signs will be designed for non-metered spaces in the Center (Academy, Maple and Pleasant Streets, and others)

- The Committee decided that the designation of a “Loading Zone” was not warranted at this time, but Town staff is committed to working with Starbucks to manage its delivery schedule in coordination with abutting uses.
- Revenue – The Committee still recommends using the revenue generated for three purposes:
 - Covering costs of managing and enforcing parking regulations
 - Maintaining the current amount of parking revenue allocated as a general fund revenue
 - Investing in a Parking Benefit District

We would also like the Board’s approval of the following recommendations:

- Taxi Stands - The Committee recommends that the 2 taxi stands on Medford Street in front of the Regent be moved to the Russell Common Lot, and those spaces to become metered parking. The 2 taxi stands on Mass. Ave. approaching Medford Street will remain taxi stands for the time being, to be re-evaluated in the future.
- ADA Space - The Committee recommends that an additional handicapped accessible space be added on Medford Street, on the left side near Leader Bank.
- The Committee recommends some additions and changes to spaces at the Russell Common Lot:
 - An Electric Vehicle (EV) charging station with one designated space and one optional space (to be made clear via signage).
 - One additional Zipcar space
 - 2 new taxi stands

The Committee plans to monitor and re-evaluate all of these items over the next 6-12 months. Some of the issues to be monitored are:

- Taxi stands
- Pay and Display vs. Pay by Space
- Permit spaces not designated.
- 15 Minutes Free
- Rates and Time of Regulation.
- Turnover Goal – The committee will determine whether increased parking availability has been achieved and make follow up recommendations accordingly.