



## Parking Management Plan

2330 Washington Street, Newton, MA

June 21, 2018

### BACKGROUND

In 2014, Artisan Child Care opened at this location following an administrative site plan review with the city of Newton Planning Department. At that time Artisan restricted enrollment and staff. Artisan has operated the program for four years now with utilizing a combination of nineteen (19) striped parking stalls in the rear of the building and five (5) striped “drop off / pick up” stalls in the front of the building. Artisan operates presently with a maximum of sixty-five (65) children and eleven (11) staff.

The building has four (4) empty classrooms available to be used as part of the child care operation. This would allow Artisan to expand enrollment up to one hundred six (106) children and up to twenty (20) staff.<sup>1</sup>

### PURPOSE OF PLAN

The purpose of this Parking Management Plan is to support the growth of the program to accommodate the child care needs of the public and to encourage safe access and egress and to minimize potential congestion at drop-off and pick-up times. The Plan is designed to support an update to the Site Plan review conducted in 2014 associated with the desired growth in enrollment within the existing building and site.

1. Description of how Artisan currently and successfully operates pickup and drop off area
  - a. Signage: Artisan has installed “parking for Artisan families only” for the 5 parking spaces in the front of the building. These are not the only spaces available to parents, but these are designated as parent-only spaces, not to be used by staff or customers of other local businesses.
  - b. Staffing: Artisan maintains 4 shifts for both full and part time staff members. These shifts help manage onsite parking by staff as the arrival and departure times of these shifts vary. See the chart below:

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<sup>1</sup> The proposed maximum enrollment of 106 children is based upon the capacity of the facility as determined by the Commonwealth of Massachusetts Executive Office of Education, Department of Early Education and Care.

- c. Parental Education/Usage: as previously stated, the 5 existing parking spaces in the front of the building are reserved for parents only to be used exclusively for drop off and pickup. Artisan has many families with multiple children enrolled. Currently, this number is 14 families, which is consistent with past averages. This effectively reduces the number of cars entering/exiting by 7 each day. The remaining spaces at Artisan can also be used by parents as well as staff. Due to the quick turnover time for drop off and pickup (about 10 minutes per family), spaces are only occupied for a brief time by each family.

Client Drop Off	
Time	# of cars
730am	12
800am	11
830am	11
900am	11
930am	11
Client Pick Up	
Time	# of cars
330pm	10
400pm	10
430pm	10
500pm	13
530pm	13

- d. Enhancements due to expansion: Although we have not needed to thus far, Artisan will assign staff (as needed) each day at drop off and pick up time to assist parents with these duties and to manage on-site parking activity. This would further expedite the already quick process of drop off and pick up.
- e. Artisan will identify off-site parking options for special event programs when parking demand is expected to be higher than normal day to day utilization.

2. Description of different arrival/departure times for full and part time employees

- a. Below is a chart indicating the various shift start/end times and the associated approximate car count while these teachers are at Artisan:

Staff Arrivals	
Time	# of cars
700am	3
730am	3
800am	3
930am	3
230pm	3

Staff Departures	
Time	# of cars
230pm	3
330pm	3
400pm	3
530pm	3
600pm	3

### PLAN IMPLEMENTATION

Artisan proposes to increase enrollment and related staffing in a gradual, phased manner in order to assure that the purposes of this plan can be met. At each phase of the increase in enrollment, Artisan will monitor on-site parking utilization and the effectiveness and efficiency of the pick-up/ drop off area. Artisan’s goal is to encourage parents to use the pick-up /drop off function in front of the site so that the majority of the parking stalls in the rear of the building will be used by staff. Artisan believes that with active staffing of the pick-up / drop off function, the time that parents take up a pick up / drop off space can be reduced thereby freeing up those spaces for other users more frequently.

If it is determined that the combination of the active pick up / drop off area in front and the nineteen (19) parking stalls in the rear are not adequate to meet the needs of growing enrollment, Artisan will implement the mitigation measures below.

### PARKING MITIGATION MEASURES

- a. Artisan will incentivize employees to ride share or use public transportation through subsidy of transit passes or other means.
- b. Artisan will require certain staff not to park at the site.

Artisan staff would have at least two options for offsite parking: On-street parking on Concord Street, which has shown ample availability for our earliest morning shifts. The second option is the Woodland T Station parking lot. This lot offers a shuttle regularly that passes by Artisan, is walking distance from Artisan and allows for staff members to carpool to the center as needed.

### PLAN REVIEW AND CONSULTATION WITH CITY PLANNING DEPARTMENT

Following the first phase of the expanded enrollment, and prior to further enrollment expansion up to a maximum of 106 children, Artisan will consult with the city of Newton Planning Department to review the results of the monitoring of the Parking Plan.