

January, 2019

Transportation Demand Management Plan (TDM)  
 Proposed 45-Child Day Care Center (Happy Munchkins Daycare, LLC)  
 1450 Washington Street  
 West Newton, MA

This proposed Transportation Demand Management Plan (TDM) provides that the proposed 45-child day care center at 1450 Washington Street, at the site of the Lincoln Park Baptist Church in West Newton, will include provisions to encourage carpooling, ridesharing, and MBTA usage and otherwise reduce the number of single-occupancy vehicles (SOVs) travelling to and from the site during peak hours. In addition, several site and circulation improvements to improve safety are proposed under this plan and are discussed at the end of this report

To achieve these objectives, Happy Munchkins Daycare (HMD), operator of the center, proposes the following measures:

1. HMD will require a staff member to be outside during drop-off and pick-up to receive the children and manage traffic. This staff member will also ensure parents are entering and exiting the site correctly and are not parking on adjacent streets.

HMD will assign a TDM Coordinator who will be the contact and staff person responsible for implementing each of the following measures:

1. To distribute the TDM plan to parents at any events associated with HMD such as orientations, open houses, and parent/teacher conferences.
2. To inform the Lincoln Baptist Church congregation of the changes to the circulation pattern because the proposed pattern is different from the present pattern.
3. To maintain an updated on-site kiosk and/or bulletin board with information related to prospective ridesharing or carpooling arrangements for parents and staff.
4. To maintain and update the HMD website with a separate, easy-to-locate web page that will allow parents to post and seek out potential ridesharing and carpooling opportunities.
5. To promote the ridesharing and carpooling program in the HMD marketing literature and through announcements of day care activities sent to parents of the general day care population.
6. To include an invitation of solicitation for parents to consider ridesharing and carpooling as part of the official course registration application used to enroll children.
7. To provide on-site, readily-available MBTA commuter rail and bus schedules and monthly pass information for employees and parents.
8. The coordinator will provide a parking and access plan to all employees and parents that will identify at a minimum the following:

- a. That all parental and employee vehicular access will occur along Washington Street headed eastbound using the first, furthest west site driveway as the point of entrance. This driveway will be designated for one-way traffic flow and all vehicles will exit at the second, or most easterly site driveway along Washington Street. Signage will be installed at both driveway entrances (along with pavement markings in the driveway) designating either “Entrance Only” or “Exit Only” as needed.
  - b. The location of the 9 designated parental parking spaces for drop off and pick up of children. All parents will enter the building to sign in and sign out children. Live parking or the creation of a drop-off/pick up lane in the site driveway will be prohibited.
  - c. The designated locations for employee parking, shown as spaces 5-8 and 14-15 on the VTP site plan.
  - d. That the TDM Coordinator will be on site and available to assist with the drop off and pick up of children as well as to monitor adherence with the these parking policies and procedures in both the morning and afternoon peak hours on a continuing basis.
  - e. The only entrance for drop-off and pick-up is from Washington Street and no one may enter the building from the Perkins Street entrance during school hours.
9. The TDM Coordinator will work cooperatively with the Lincoln Park Baptist Church and its staff on parking arrangements for funerals and site access by other church personnel during the hours of operation of the day care facility. A copy of the agreement between HMD and Lincoln Park Baptist Church regarding this matter is attached to this report.
  10. The TDM coordinator will further maintain an ongoing record of successful ridesharing and carpool matches and record all other outreach efforts to demonstrate compliance with the TDM plan.
  11. The TDM coordinator will compile a listserv of abutters along Washington Street and Perkins Street and provide the listserv with the contact information of the TDM coordinator to address issues that may arise from HMD’s operations.

**Site Plan Improvements and Operations**

Happy Munchkins Daycare proposes to operate Monday through Friday from 7:00AM to 6:30 PM with a maximum of 45 children and 6 employees at any one time. The children will range in age from 4 months to 6 years of age. It is anticipated that the peak drop-off in the morning will occur between 8:00 and 8:45 AM and the the peak pick up will occur between 6:00 and 6:30 PM.

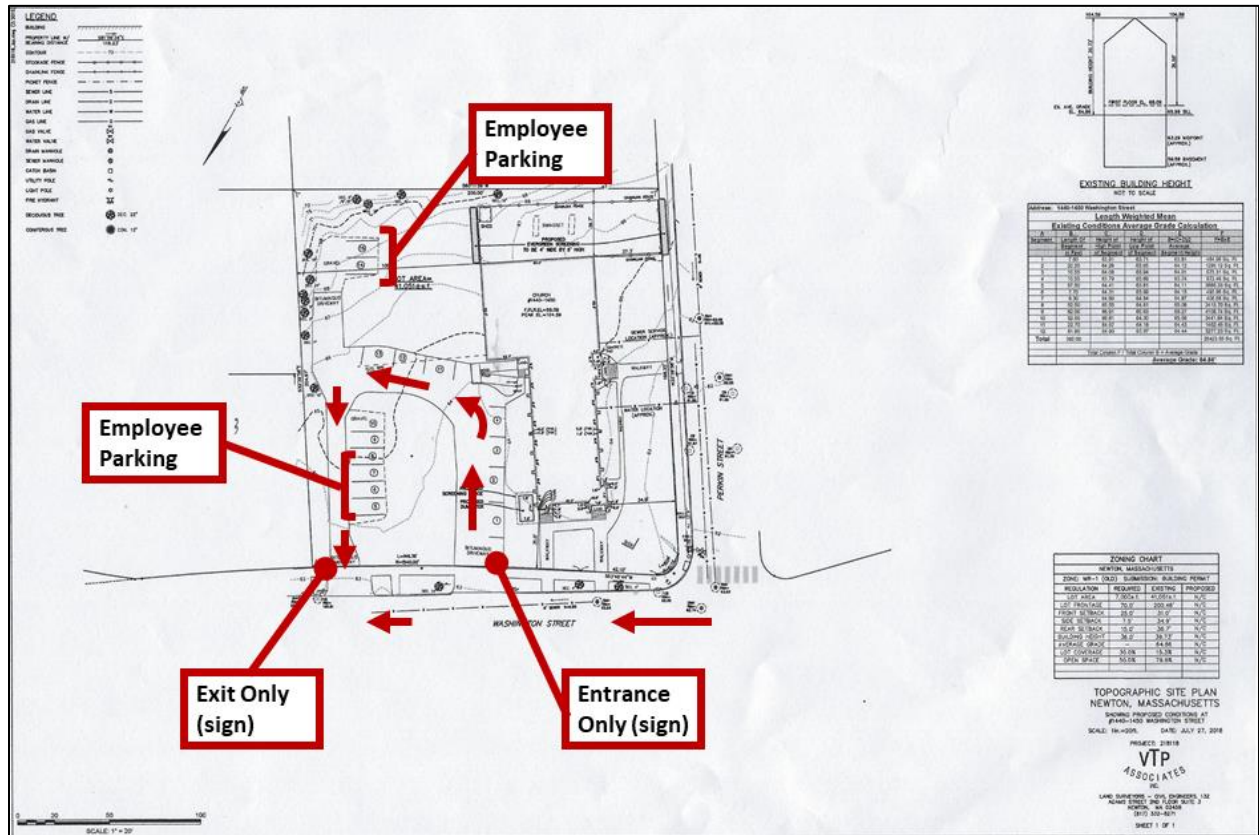
The site plan prepared by VTP Associates depicts the site circulation and proposed parking areas for the facility. A total of 15 parking spaces are shown on the plan, of which 9 spaces are set aside for parents for drop-off and pick up and 6 spaces are set aside for employee parking. The drop-off and pick up spaces for parents are located closest to the entrance to the building for convenience purposes. Since parental drop-off and pick up is staggered, it is fully expected that 9 parking spaces will be more than adequate to accommodate any peak period demand. This is coupled with the potential local walk in

traffic and the TDM measures for carpooling and ridesharing resulting in fewer vehicle trips to the site. All parental drop-offs and pick ups will have parents escorting the children in and out of the building. The site driveway will not be used as a live parking area for drop-off and pick up purposes thereby eliminating any possibility that site traffic will back up onto Washington Street and create an unsafe situation.

There are several new site improvements incorporated into this plan and depicted on the VTP plan. They are:

1. The site driveway will become a one way loop entering (only) at the first driveway headed eastbound on Washington Street and exiting (only) at the second driveway. This reverses the previous circulation pattern and allows for closer access to the main entrance door and improves and increases the site distance for drivers exiting onto Washington Street. Pavement markings and arrows on the driveway will identify this circulation pattern.
2. The 6 employee parking spaces (#'s 5-8 and #14-15 on the site plan) will be clearly identified by signage.
3. New signage will be posted at the first site entrance driveway described above designating "Entrance Only" and additional signage at the second driveway designating "Exit Only".

# Site Plan



**Site Driveway Entrance (from Washington Street) Also Depicting Drop-Off and Pick-Up Parking Spaces**



**New Site Exit at Washington Street for Increased Site Distance (Site Entrance Driveway also shown)**





**Building Entrance and Parent Drop-Off and Pick-Up Spaces**



**Parking Spaces #5-10 on Site Plan for Employee and Drop-Off and Pick-Up Parking**



September, 2018

Parking Management and Compliance Plan – 1440-1450 Washington Street, Newton

**Parties**

Happy Munchkins Daycare (HMD)

Lincoln Park Baptist Church (LPBC)

**Objective**

To agree upon a methodology for sharing the parking located at 1440-1450 Washington Street in such a manner that the church and daycare will be able to operate at the site simultaneously.

**Parties Expectation**

The parties agree that during the week (Monday – Friday), HMD will have the exclusive use of the parking lot from 7:00 am until 7:00 pm. LPBC will have exclusive use of the parking lot after 7:00 pm and on weekends.

**Funeral Service Protocol**

When the LPBC schedules a funeral service (“an event”), it will inform HMD of the hours of same no less than 24 hours in advance. During the hours of the event, HMD parking will be limited to the five spaces immediately adjacent to the building. Since the events typically occur at 10:00 am, the expectation is that there will not be a conflict between drop off and pick up and event parking.

**Pastors and Maintenance Personnel**

Pastors visiting the office, tradesmen, inspectors, estimators and Church members coordinating maintenance, inspections, or emergency repairs, will be permitted to park on the premises anytime. During peak drop off and pickup times, the HMD staff may direct Pastors, tradesmen, inspectors, estimators and Church members to specific locations to minimize parking conflict with HMD clients.