

Town of Spencer

DOWNTOWN SPENCER PARKING STUDY



February, 2020





SPENCER MEMORIAL TOWN HALL

TOWN OF SPENCER

TOWN OF SPENCER



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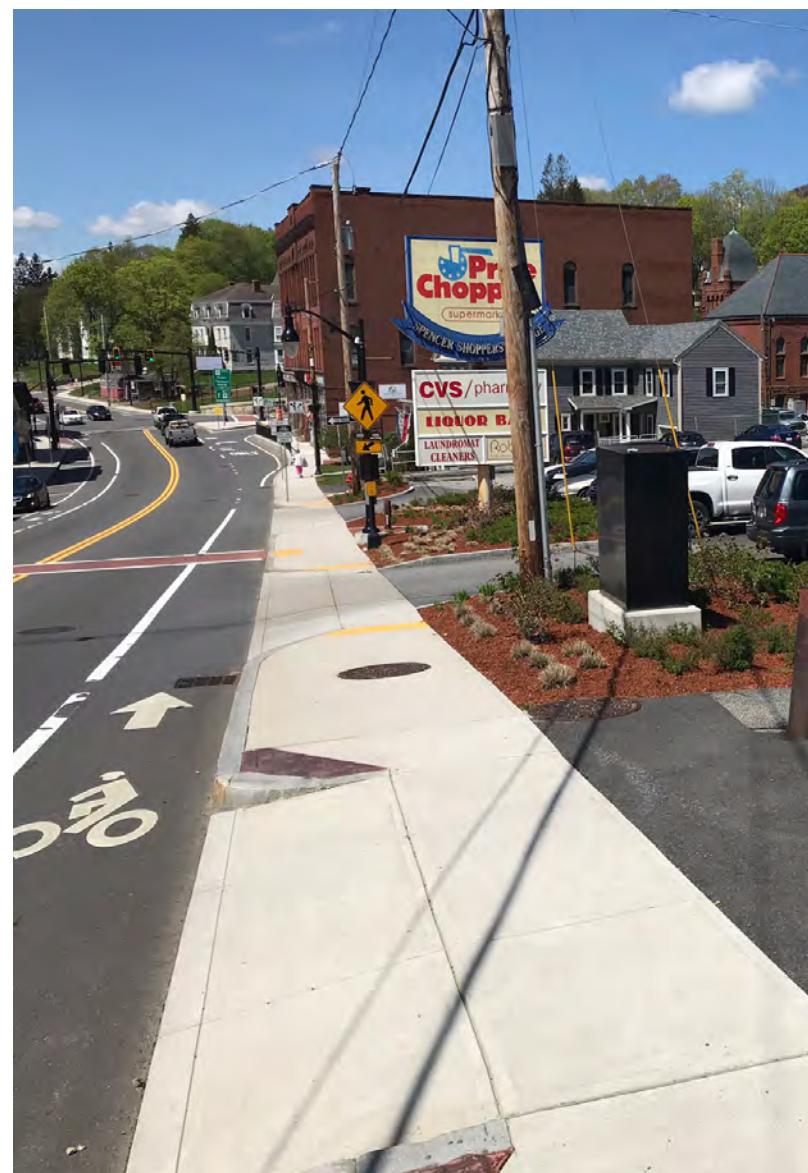


INTRODUCTION

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The Town of Spencer used funding from the Massachusetts Downtown Initiative Technical Assistance Program from the Department of Housing and Community Development (DHCD) to prepare the Downtown Spencer Parking Study. Town staff provided oversight and review of the parking study, final report, and final presentation. In addition, Town businesses, residents, visitors, and employees provided insight and input into this study through a series of stakeholder meetings and a public open house held in September 2019.

On behalf of DHCD and the Town of Spencer, the study team would like to thank all stakeholders and public participants for their constructive inputs.



INTRODUCTION | BACKGROUND & UNDERSTANDING

The Town of Spencer is located in central Worcester County 10 miles west of Worcester, and is a historic settlement along the Old Boston Post Road's stage route. The Town is accessible via Interstate 90 and State Routes 31 and 9. Transit service is provided by the Worcester Regional Transit Authority (WRTA) Routes 19 and 33. Downtown Spencer is a mixed-use, dense center along Route 9 (Main Street). Outside of downtown, Spencer is mostly residential and agricultural.

Since the adoption of the Master Plan in 2003, the Town has been putting the pieces in place for revitalization of the Town Center. This includes creating a Town Center mixed use district and adjusting zoning standards to promote development. In 2009, the Town completed the Town Center Revitalization Project, which helped the Town prioritize areas for development and improvements to the public realm. Building on this effort, in 2013 and 2014, the Central Massachusetts Regional Planning Commission designated the Town Center as a Priority Development Area. This designation allows the Town to prioritize additional zoning changes for the Town Center that will support additional development. To support this, a 2016 Complete Streets grant gave the Town an opportunity to enhance bicycle, pedestrian, and roadway infrastructure along the spine of the Town Center, Main Street. All of these initiatives over the past decade have been in an effort to promote economic growth, mixed-use development, and create an active and thriving Town Center.



INTRODUCTION | STUDY PROCESS & GOALS

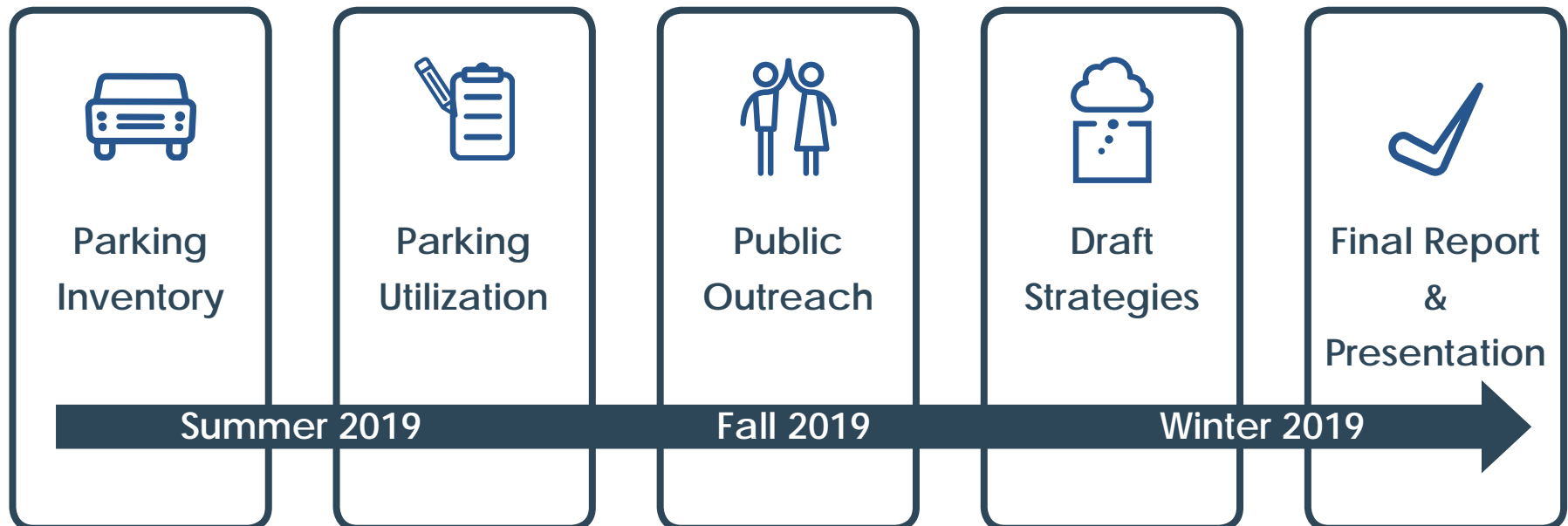
What is the Downtown Spencer Parking Study trying to achieve?

The Downtown Spencer Parking Study seeks to capitalize on these building blocks of revitalization by addressing access in downtown. Specific goals for the study include:

- Document existing parking supply and daily demand
- Improve parking system for residents, employees, customers, and visitors
- Identify and recommend parking supply efficiencies/ opportunities to open up/add parking in areas of higher demand

- Develop flexible parking standards to support downtown development
- Develop coordination between local businesses

The graphic below provides an overview of the study process. The project team collected data of parking resources and demand, led public engagement initiatives to better understand parking trends in Downtown Spencer, created draft strategies to improve the overall parking system, presented initial findings to the Board of Selectmen, and generated a final report.





ONE WAY

NO PARKING
HERE TO
CORNER

1 HR
PARKING
6:00 AM
TO 6:00 PM

EXISTING CONDITIONS

EXISTING CONDITIONS

This section documents existing parking conditions within Downtown Spencer. Data collection efforts in the Spring of 2019 identified existing parking assets, regulations, utilization levels, and assessed the Town's current parking management system.

EXISTING CONDITIONS | STUDY AREA

To effectively measure parking usage across Downtown Spencer, the Town worked with the consultant team to identify an area that generally includes the area between Linden Street to the west, High Street to the east, Prouty Street to the south, and Chestnut Street to the north.

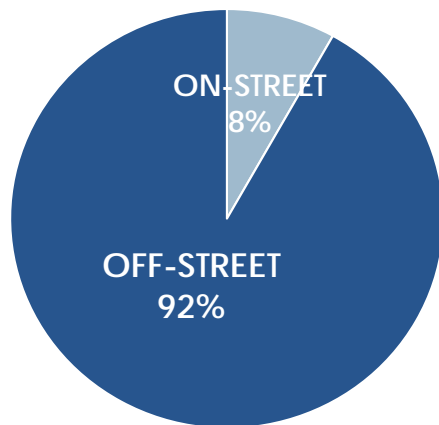
The study area included both public and private parking facilities that serve business patrons, employees, and residents, as well as on-street parking.



EXISTING CONDITIONS | PARKING INVENTORY

Within the study area, there is a total of 1,168 parking spaces. Of this inventory, 95 spaces are on-street and 1,073 spaces are off-street.

In order to gather the most accurate understanding of Spencer’s existing parking, the team recorded regulations within the study area as they would be viewed by a “visitor” or Downtown Spencer “guest”. For example, while a local might know to park in a lot that says “customer only” and feel comfortable visiting multiple businesses from there, a visitor would not be aware of local and informal parking habits. A breakdown of parking supply by regulation is reflected in the tables below and to the right. The map on page 8 illustrates all regulations and inventory for on-and off-street parking facilities included in the study area.



ON-STREET PARKING

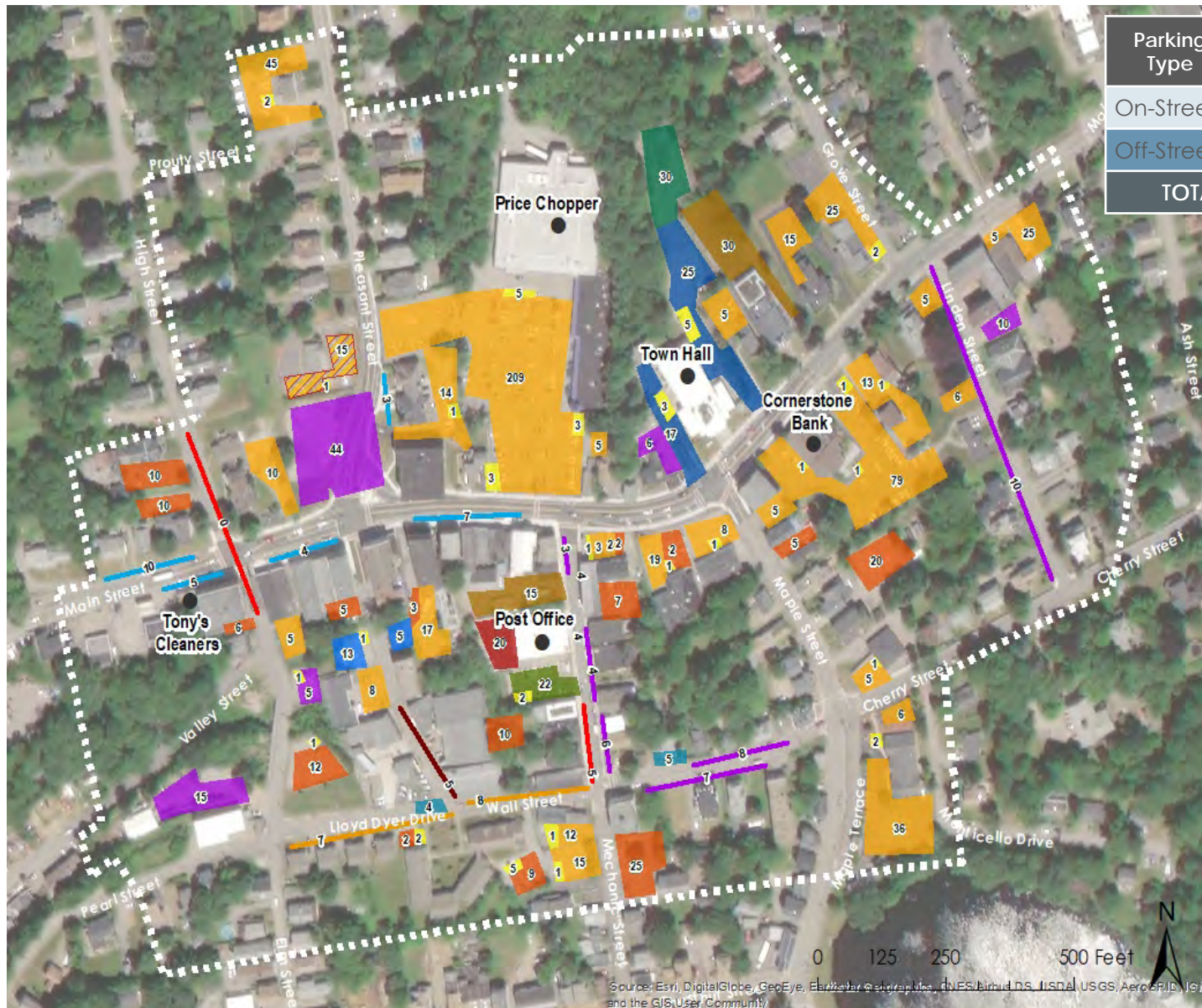
Regulation	Percentage
Unregulated*	40%
1 hr parking 6AM-6PM	39%
Residential Parking	16%
Informal Parking (Wall Street)	5%

OFF-STREET PARKING

Regulation	Percentage
Customer & Business Parking	61%
Resident Parking	9%
Unregulated*	7%
Handicapped Parking	4%
Town Hall Parking	4%
Overnight Parking	3%
Restricted (Private)	4%
No Overnight Parking	2%
Post Office Parking Only	2%
Public Parking	2%
Vacant Lot	1%
Town Owned (regulation data provided by Town)	0.5%

*Unregulated parking is categorized as having no regulation or signage

EXISTING CONDITIONS | PARKING INVENTORY & REGULATIONS



Parking Type	Number of Spaces	% Public	%Restricted
On-Street	95	84%	16%
Off-Street	1,073	13%	87%
TOTAL	1,168		

Legend

On-Street Parking

- 1-hr Parking, 6AM-6PM
- Resident Parking
- Unregulated
- Informal Parking
- No Parking

Off-Street Parking

- Public Parking
- Town Hall Parking
- Town Owned Parking
- Customer & Business Parking
- Resident Parking
- Restricted (Private)
- Handicapped Parking
- Unregulated
- Overnight Parking
- No Overnight Parking
- Post Office Parking
- Vacant Lot

EXISTING CONDITIONS | PARKING UTILIZATION

Parking Utilization Process

The study team collected parking occupancy data to capture a snapshot of parking patterns in the study area at regular intervals during a typical weekday. The team worked with the town to identify a busy spring weekday in order to capture typical peak demand in Downtown Spencer. To gather this data, the team counted parked cars along each on-street segment and in every off-street facility in the study area, beginning at 8am on a weekday in May 2019. Counts were taken while school was in session.

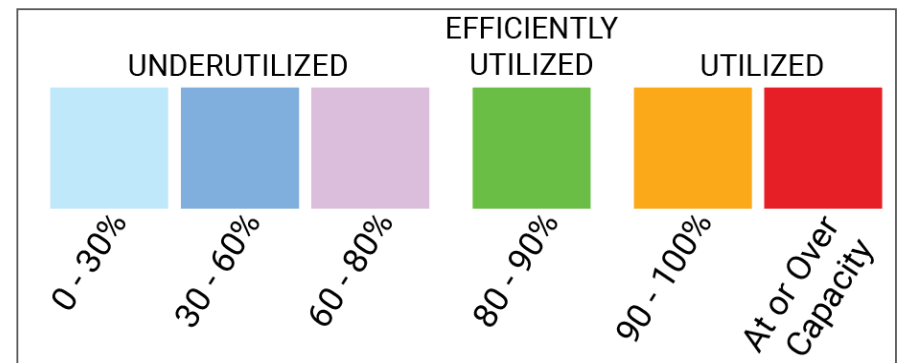
Mapping the resulting parking utilization data helped to identify patterns of high and low usage, including the impact of regulations. Land usage, regulations, topography, and signage all impact how Downtown parking is used.

To ensure efficient parking management operations, a certain level of vacancy and utilization is preferred, both on-and off-street. It is ideal to have at least one empty space on each block of street parking, to ensure easy customer access to businesses. This typically equates to about 1 out of 10 spaces free, or a target of 10% vacant per block. Similarly a goal of at least 10% vacancy is considered ideal in off-street lots. If any facility has less availability, it is effectively at its functional capacity and drivers perceive a lack of availability. Facilities with lower utilization have excess capacity and can accommodate additional parked cars.

Spatial Analysis of Parking Utilization: General Analysis

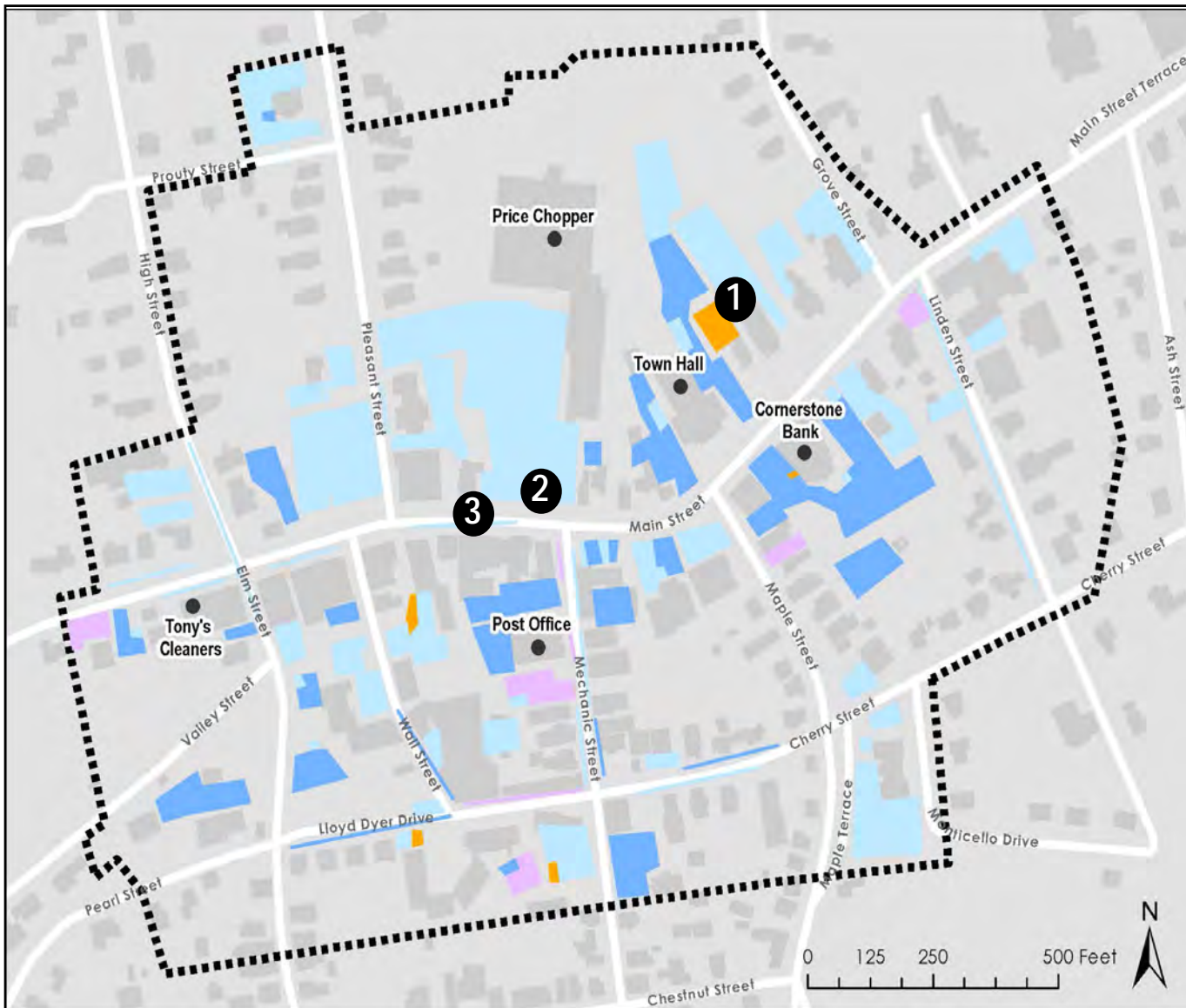
The utilization maps included in this report describe the overall occupancy and availability of all parking spaces within Downtown Spencer.

Parking Utilization Rates

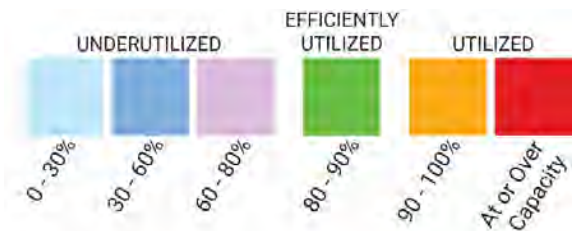
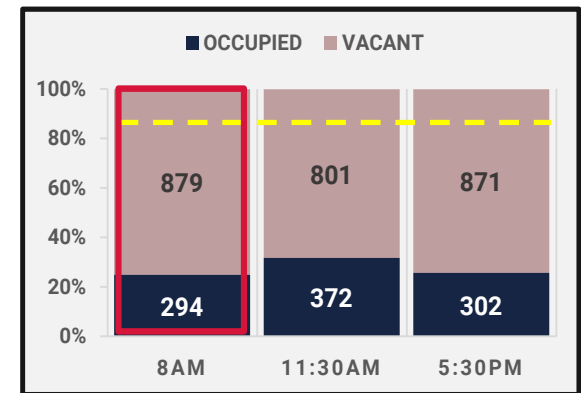


▲ Parking utilization rates are categorized in three groups, where 0-60% occupancy reflects low utilization, 60-80% is slightly busier, 80-90% is optimal, and 90%+ is at or over capacity

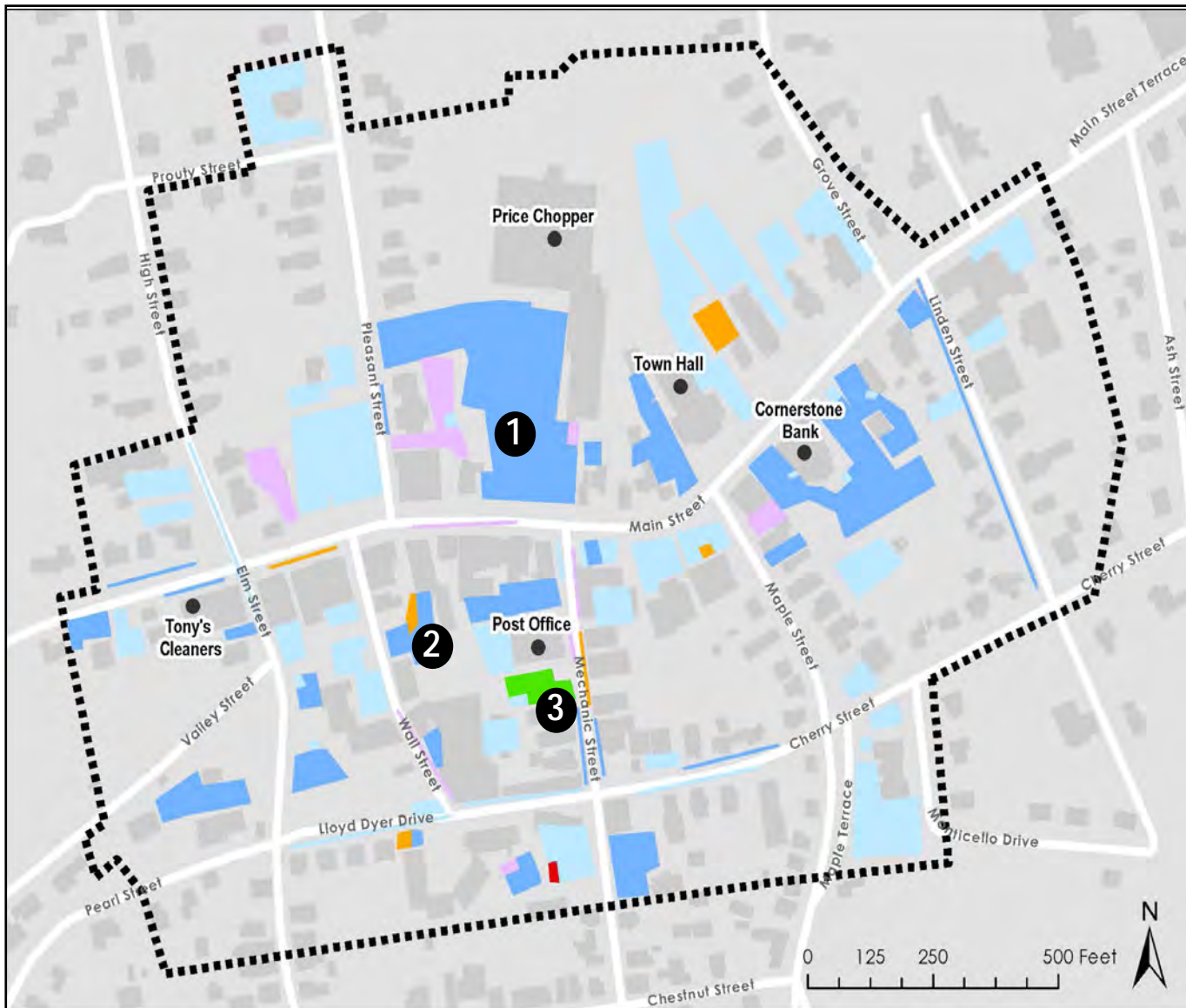
EXISTING CONDITIONS | WEEKDAY PARKING UTILIZATION- 8:00 AM



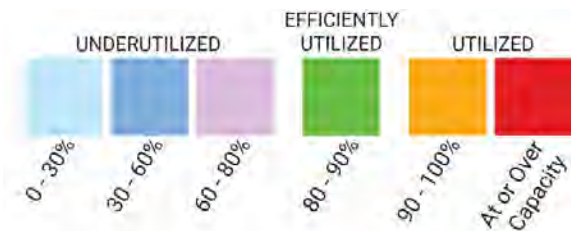
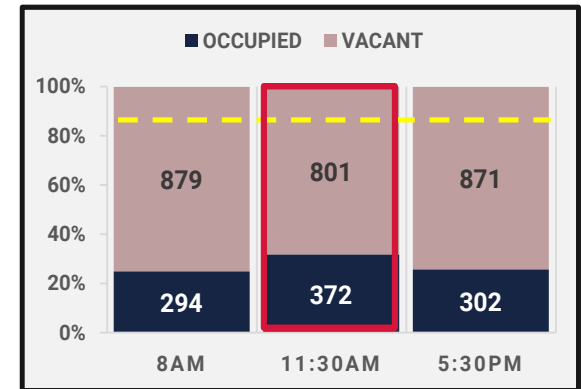
- 1** Church parking full (90%)
- 2** Price Chopper lot vacant (around 120 spaces available)
- 3** On-street parking vacant (<30% utilized)



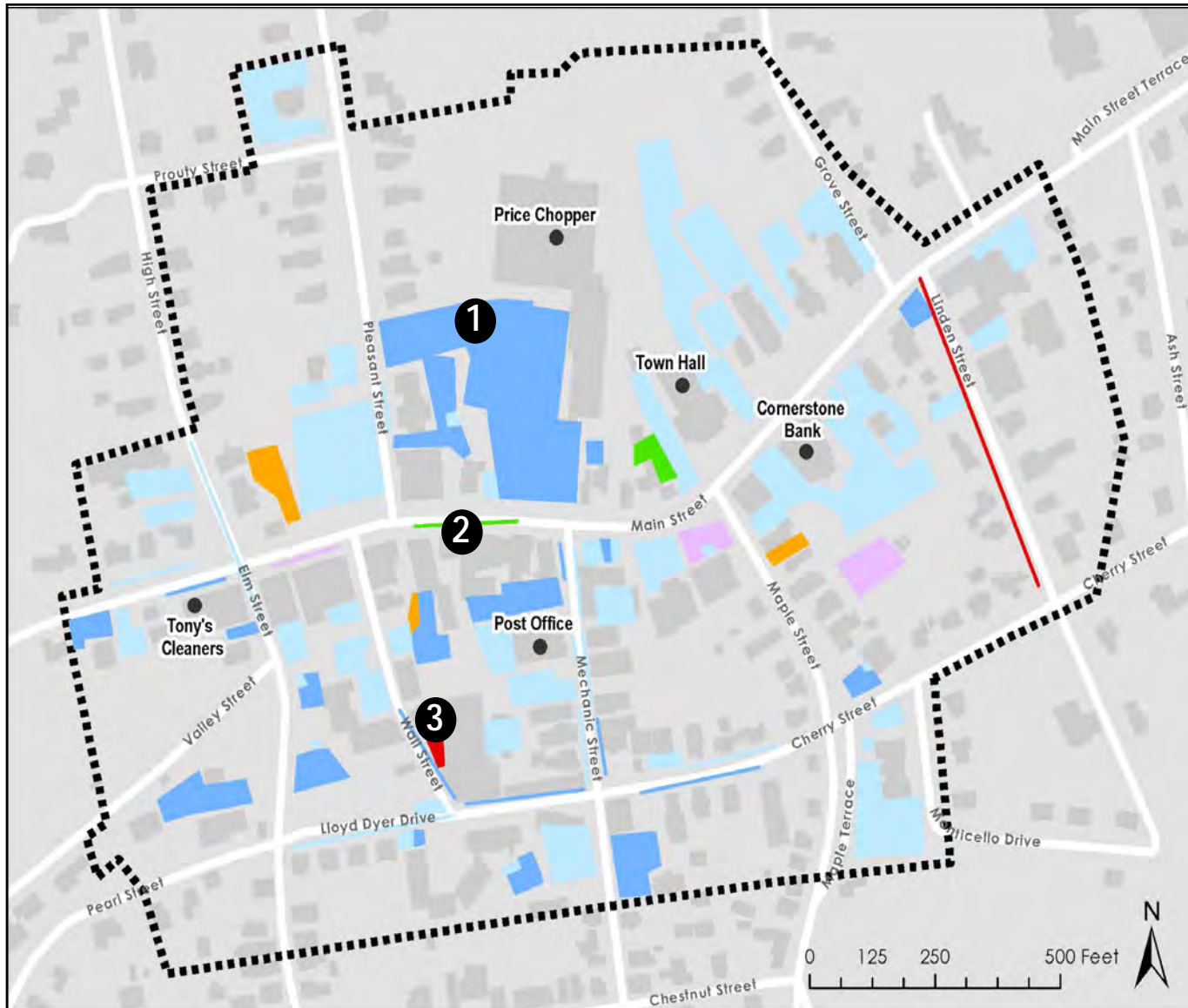
EXISTING CONDITIONS | WEEKDAY PARKING UTILIZATION- 11:30 AM



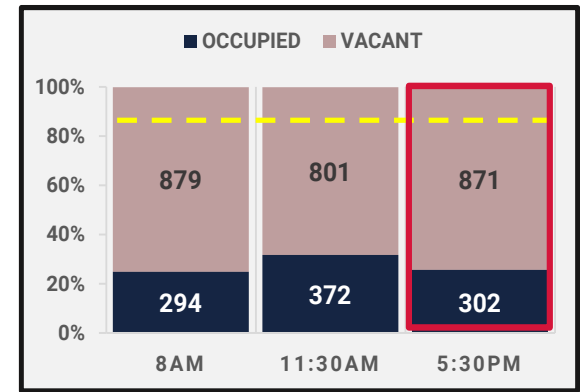
- ❶ Price Chopper lot vacant (around 120 spaces available)
- ❷ Public lots vacant
- ❸ Mechanic Street parking is at capacity (90-100%)



EXISTING CONDITIONS | WEEKDAY PARKING UTILIZATION- 5:30 PM



- 1** Price Chopper lot vacant (around 104 spaces available)
- 2** Main St on-street parking well utilized (85%)
- 3** Wall St loading zone overutilized



Key Findings

1. Most off-street parking is reserved for customers and residents
2. Prime on-street parking is 1-hour time limited
3. Public parking locations are unclear and undesignated
4. Parking facilities are underutilized (especially large lots adjacent to storefronts)
5. Parking demand concentrates along Mechanic Street
6. Peak utilization occurs midday (32% of all spaces at 11:30AM)
7. Off-street parking is never over 30% utilized in total
8. Parking “crunches” occur in some off-street lots and on-street spaces along Mechanic Street

DRAFT

DOWNTOWN SPENCER PARKING STUDY



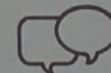
STUDY AREA MAP



PUBLIC PROCESS

TOWN OF SPENCER

DOWNTOWN SPENCER
PARKING STUDY



Please use a marker to note issues and opportunities connected with the parking system and areas for improvement.

Examples include issues with time limits, difficulty finding a space, walking, lighting challenges, poor signage.


PUBLIC PROCESS

The public outreach process provided the project team with a deeper understanding of how parking is used or not used and the reasons why. Working with the Town, the study team facilitated both targeted stakeholder interviews and a public open house in September 2019. Town staff, building owners, Economic Development Committee members, and the Utilities & Facilities Department were among those who attended.

PUBLIC PROCESS | STAKEHOLDER MEETINGS & PUBLIC WORKSHOP

On September 16th, 2019, key community stakeholders including the Planning Board, building owners, and Town representatives were invited to participate in stakeholder meetings to address and discuss parking issues and concerns. The public was then invited to Town Hall the same night to participate in a hands-on “Open House” to give feedback and collect input on parking in Downtown Spencer. An open house gives the parking study team an opportunity to receive feedback on the inventory analysis and parking issues within Downtown. Specific comments from the outreach initiatives are noted in the map on page 21.

Another meeting took place on December 16th, 2019, where the study team presented findings on utilization data and draft recommendations for feedback to the Board of Selectmen.

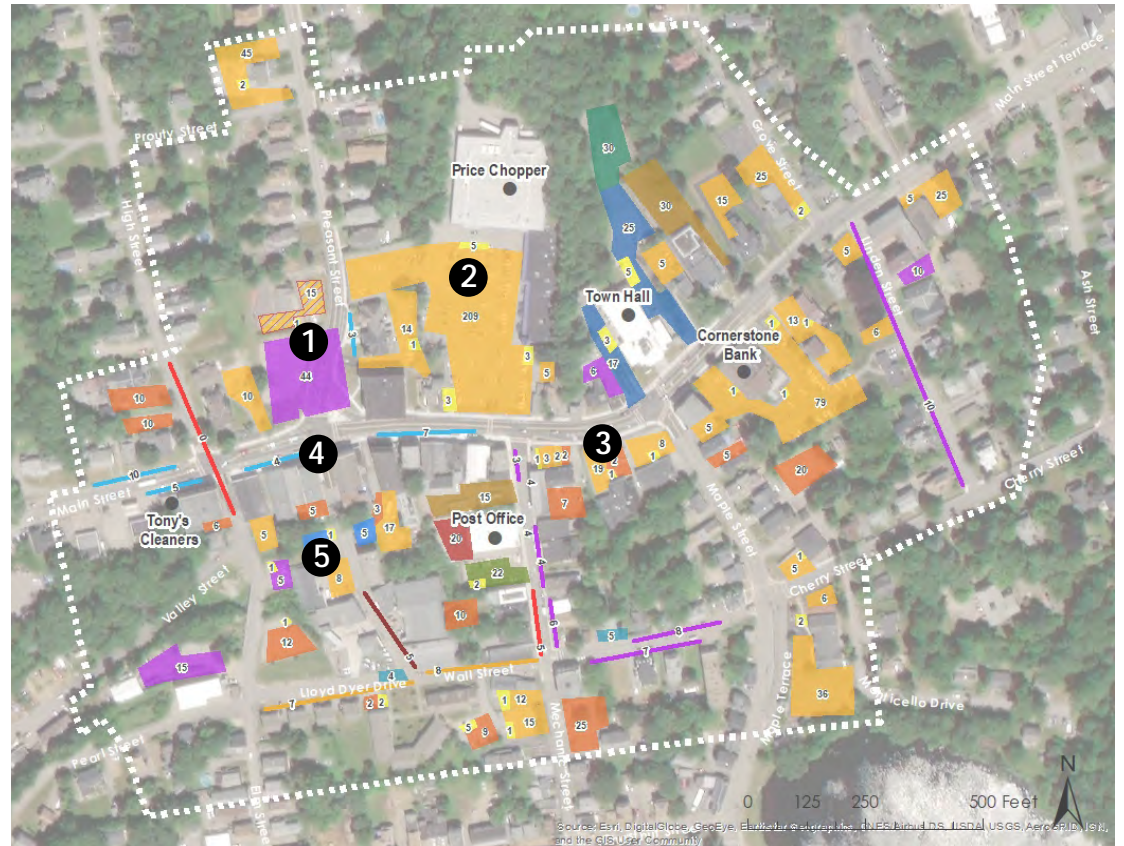


The flyer features the Town of Spencer logo at the top right. On the left, it reads 'TOWN OF SPENCER' and 'DOWNTOWN SPENCER PARKING STUDY' with a parking icon. The main image shows a large parking lot with many cars. To the right of the image are three icons with text: a bar chart for 'See current data on parking supply and use', a speech bubble for 'Share your parking concerns', and a speech bubble with a plus sign for 'Tell us your ideas on how to improve parking management'. At the bottom left, a dark red box contains the text: 'JOIN US FOR AN OPEN HOUSE (DROP IN ANYTIME) Monday, September 16th 6:00 pm - 8:00 pm Town Hall, Room: Great Hall 157 Main Street For more information, please email pdellaquila@spencerma.gov'. On the bottom right, there is a photo of a street with a 'P' parking sign.



PUBLIC PROCESS | PUBLIC COMMENTS SUMMARY

- 1 Informal parking occurs in unpaved lot
- 2 Used by Downtown Spencer visitors for all trips
- 3 Need signage in customer lots
- 4 Difficult to walk down this alleyway
- 5 Public lots not well-marked



PUBLIC PROCESS | PARKING PRIORITY EXERCISE

At the open house, participants voted for their “top parking priorities.” Each participant had a set number of votes that they could assign to multiple priorities, with the option to put multiple or all of the votes on something about which they felt strongly. The top three priorities are listed below:

1. I would like to see more activity in Downtown Spencer
2. I would like clearer information on parking in Downtown Spencer
3. I would like to park once and walk to all of my destinations



WHAT ARE YOUR TOP PARKING PRIORITIES IN DOWNTOWN SPENCER?



I WOULD LIKE IT TO BE EASIER/ SAFER TO WALK IN DOWNTOWN SPENCER

I WOULD LIKE CLEARER INFORMATION ON PARKING IN DOWNTOWN SPENCER

I WOULD LIKE TO SEE MORE ACTIVITY IN DOWNTOWN SPENCER

I WOULD LIKE TO PARK ONCE AND WALK TO ALL OF MY DESTINATIONS

I WANT MORE PUBLIC PARKING OPTIONS

I WOULD BE WILLING TO PAY FOR MORE CONVENIENT PARKING

I DON'T MIND PARKING A LITTLE FARTHER AWAY IF IT MEANS I DON'T HAVE TO SEARCH FOR PARKING

WHAT ARE WE MISSING? WRITE YOUR IDEA HERE!

★ Please place stickers in the parking spots to indicate your top parking priorities.

TOWN OF SPENCER
DOWNTOWN SPENCER
PARKING STUDY



PUBLIC PROCESS | KEY FINDINGS

Parking regulations are unclear

- There is general confusion over rules and regulations
- Parking system information unclear
- Existing parking signage is inconsistent

Downtown does not feel walkable

- Little pedestrian infrastructure connecting parking to downtown
- Alleyways between buildings are poorly lit and unsafe (ie. broken steps, landscaping overgrown, dark parking lots)
- Certain intersections are difficult to cross
- Various obstacles in walking paths/sidewalks make it difficult to walk, especially for those using wheelchairs
- Wall Street is unsafe for pedestrians due to the lack of sidewalks and poor pavement markings
- Trucks traveling east on Wall Street damage buildings
- Maintaining parking on Wall Street is important for residents

There is potential for new development that supports a mixed use, walkable downtown

- Town is unsure of parking supply with potential development and changing commercial uses
- Vacant surface lots and parcels have the potential to be parking lots

Shared parking is not promoted

- There are no official or formalized shared parking agreements





MULTIMODAL CONDITIONS

MULTIMODAL CONDITIONS

Connections for people walking are a key part of the parking system, as everyone who parks a car then must walk to their destination. In addition, the quality of infrastructure for people walking, biking, and taking transit is important to consider as part of overall downtown access.

The following section provides a high-level overview of existing multimodal conditions in Downtown Spencer. The project team looked at the general connectivity and accessibility in the Downtown core, especially as it relates to lighting, walking and biking infrastructure, and safety.

MULTIMODAL CONDITIONS | KEY OBSERVATIONS

The observations below provide details on existing multimodal conditions in Downtown Spencer. Overall, sidewalk coverage is good, but there are limited bicycle facilities and there are key locations that feel uncomfortable for people walking. However, recent streetscape improvements such as the implementation of a bike lane and signage on Main St promotes the use of bicycles in Downtown.

- 1 No sidewalk
- 2 Main St has a dedicated bike lane
- 3 Large Curb Cuts
- 4 No gateway signage to Downtown
- 5 Unclear public parking signage
- 6 Turning Trucks collide into dance studio
- 7 Dangerous walking conditions (no pavement markings)
- 8 Unclear public parking signage
- 9 Poor sidewalk conditions
- 10 No pedestrian connection to lots
- 11 Alleyways not well lit
- 12 No bicycle parking



MULTIMODAL CONDITIONS | KEY OBSERVATIONS



The alleyway between Whitco connects potential parking off Main Street to the Downtown core. Currently, it does not provide adequate lighting and walking facilities.



There are no bicycle parking facilities in the Price Chopper lot, and the current configuration does not feel safe for those walking from the shops and Downtown businesses.



Mechanic Street does not feel safe for people walking or people using wheelchairs. As seen in the image above, someone in a wheelchair used the street to access Downtown/shops along Mechanic Street.



Certain streets in Downtown Spencer such as Lloyd Dyer Drive do not have proper sidewalks and/or crosswalks.



ZONING REVIEW & PARKING DEMAND ANALYSIS

ZONING REVIEW & PARKING DEMAND ANALYSIS

The following provides a high-level audit of existing land use and parking requirements. This section also includes the results of a modeling exercise that uses national parking standards to better understand the capacity of the existing parking supply to support current uses and potential future demand.

ZONING REVIEW | PARKING STANDARDS

The Institute of Transportation Engineers (ITE) publishes the Parking Generation Manual, a national standard for evaluating parking demand, although it is not perfectly applicable to downtown environments. The report collates data from parking studies nationwide completed by consultants, public agencies, and developers. Most of these studies consider single-use environments in more suburban contexts than Downtown Spencer. However, comparing these to Spencer's parking requirements from the zoning code shows how the code requirements compare to actual data on parking demand.

Both zoning requirements and ITE standards provide parking ratios based on a unit of development, either per 1,000 square feet, per living unit, or per seat in a restaurant or theater.

Spencer's parking requirements are generally higher than ITE standards for peak parking demand rates (see table to right). This indicates that Spencer's current zoning code may require developers to provide more parking than is necessary.

Spencer Parking Requirements Compared to ITE

Use	Spencer Requirement (per 1,000 sf unless otherwise noted) ¹	National Stds (per 1,000 sf unless otherwise noted)	Above/ Below
Apartments	1.5 (unit)	1.2 (unit)	25% Above
Retail	5	2.55	96% Above
Restaurant	0.4 (seat)	0.35 (seat)	14% Above
Commercial & Governmental Offices	5 (ground floor) 3.3 (floors above)	2.47	102% Above 34% Above
Medical Office	5 (per practicing professional)	3.2	56% Above

¹All Spencer parking requirements were pulled from Section 6.1 of the "Zoning Bylaw: Town of Spencer"

https://www.spencerma.gov/sites/spencerma/files/uploads/zoning_bylaw_0.pdf

ZONING REVIEW | ZONING CODE REVIEW

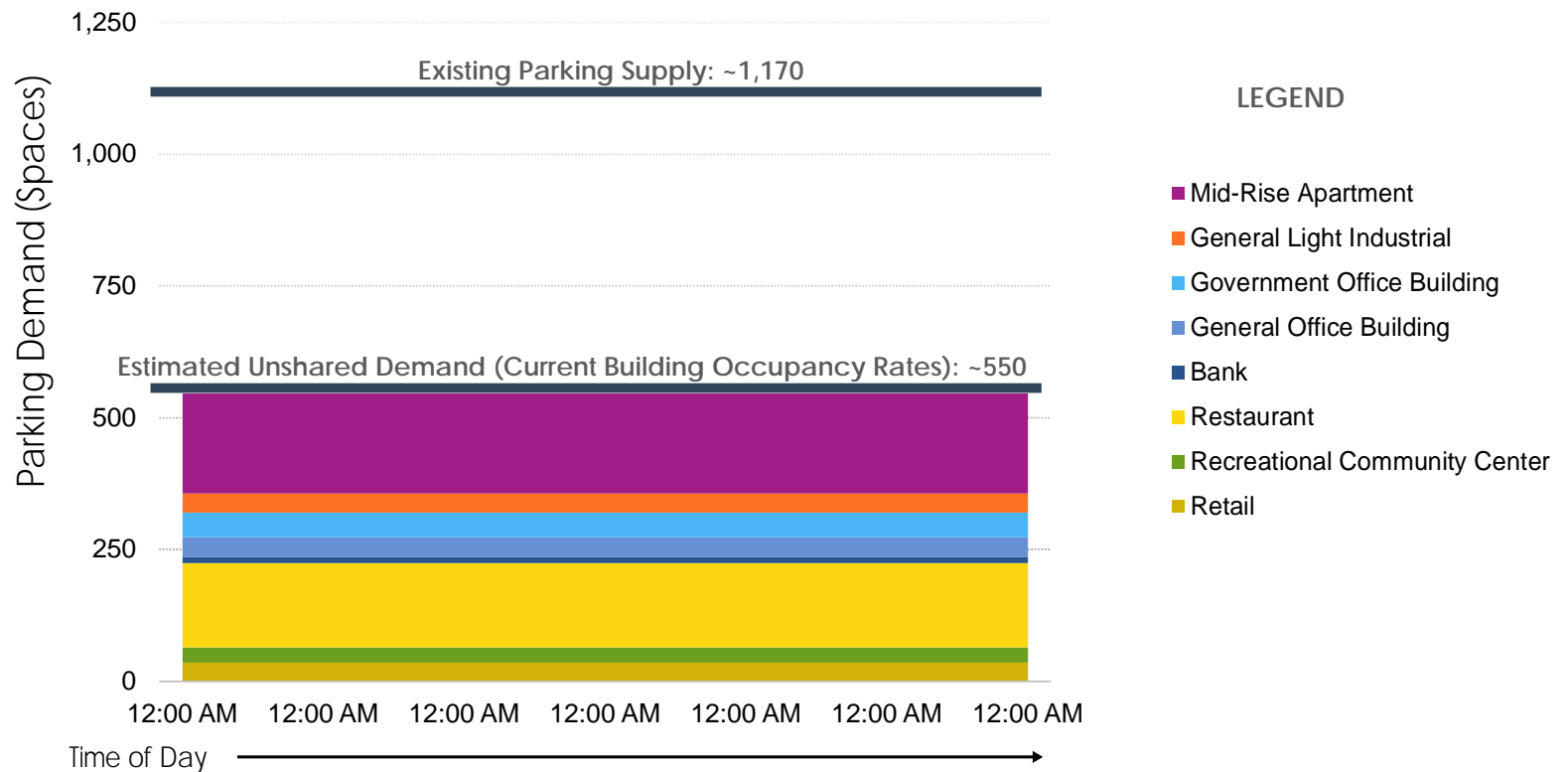
Parking standards in the zoning code have an impact on how land is used, and should allow for flexible downtown development that promotes walkability and vibrancy. The table below contains specific findings from this high-level review of Spencer’s zoning codes. Overall, Spencer’s zoning codes could be improved to better promote flexible development.

Code	Fosters Downtown-friendly Development?	Impact on Downtown Development
Any additions to buildings must have off-street parking.	X	Limits redevelopment opportunities by requiring space be devoted to parking instead of an active use.
A minimum of 50% of the required parking must be located on the same lot as the use which it serves, and any remaining required parking may be located on another lot.	✓	Supports shared parking agreements where underutilized parking on another lot can support redevelopment.
The remaining parking must be within 800 feet of the use and also requires a permanent parking easement.	X	Limits shared parking opportunities. “Reasonable walking distance” might be more appropriate.
Multiple uses that exist on the same lot (within the same building) must provide separate parking to accommodate each use.	X	Requires construction of more parking than necessary, especially for complimentary uses.
Parking requirement reductions can occur only with an issuance of a special permit.	X	Some situations should allow parking reductions automatically, for example providing bicycle parking or shared parking situations.
There are no regulations that require bicycle facilities or parking.	X	Does not promote the use of bicycles in Downtown or create a bicycle-friendly environment.
Despite Town Center zoning district, there are not reduced parking rates or adjustments that reflect the Downtown context.	X	Applying the same standards to all contexts in Spencer will not allow for Downtown development that reflects the Town’s walkable, historic character.

PARKING DEMAND ANALYSIS | MODELING PARKING DEMAND

The Urban Land Institute (ULI) publishes the Shared Parking Manual, which provides analysts with a standard methodology to estimate real demand over time in a mixed use area like Downtown Spencer. A standard approach assumes that each land use in a downtown needs its own supply of parking, and thus simply adds together the amount of parking demand “required” for each use to estimate demand. The model below illustrates parking demand during the weekday if each downtown use had its own supply and occupied their entire supply throughout the entire day.

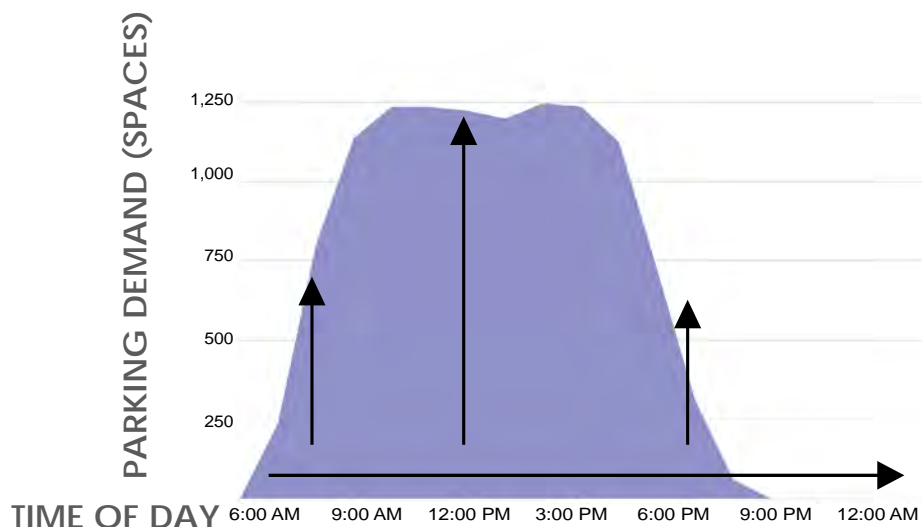
However, an analysis based on “real demand” more realistically reflects demand patterns that vary by use throughout the day. For example, demand at an office is low in the middle of the night, at its peak in the middle of the day, and drops off in the early evening. Conversely, a dinner restaurant may have little to no demand during the day and peak demand around the dinner hour. Modeling parking demand at these land uses applies a time-of-day percentage to the peak parking demand rates modeled earlier to create a more realistic and Spencer-specific model of demand throughout the day.



PARKING DEMAND ANALYSIS

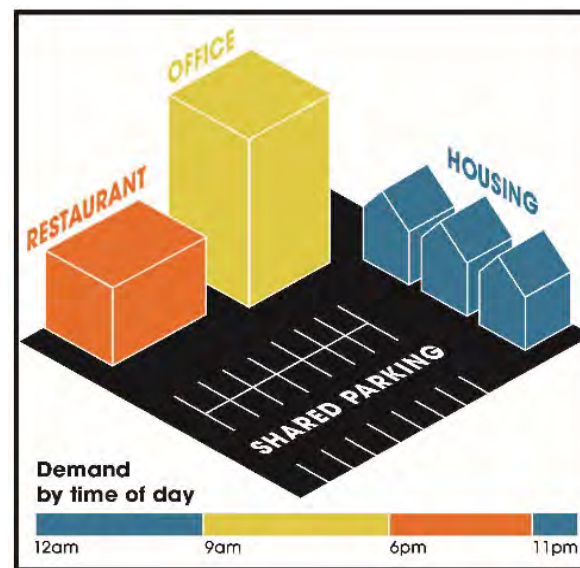
Using the ULI methodology together with parking demand rates from ITE, Stantec modeled estimated demand in Downtown Spencer, then compared it to the counts observed in the field. Field counts show that the model is a fit for approximating parking demand downtown.

The results of this exercise provide insight into today's parking demand as well as the potential for future development. The model provides a Spencer specific parking generation ratio throughout the day, and future land uses will likely function similarly.



▲ The curve above shows a more realistic parking demand profile for a typical "office use". Parking demand increases during the day while employees are at work, and drops off in the "shoulder hours"

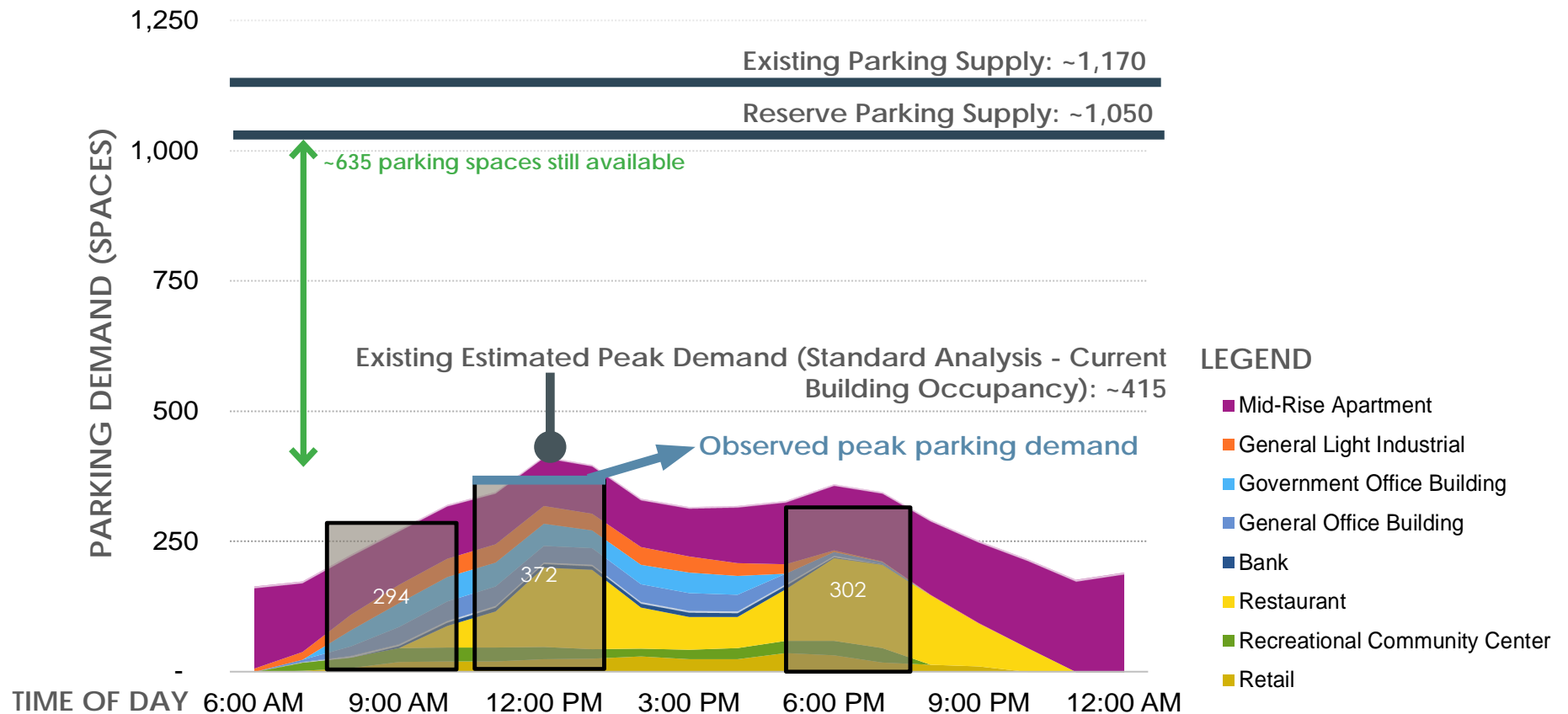
In addition, this analysis shows that the parking system in Spencer could support additional development with no need to construct new parking if parking is shared. For example, in the "shoulders" of the demand curve in the morning and in the evening, there are ample spaces available. These spaces could support additional residential development, while people going to offices or other daytime uses can continue to use them during the day.



▲ Shared parking allows parking spaces to serve different uses as demand peaks throughout the day

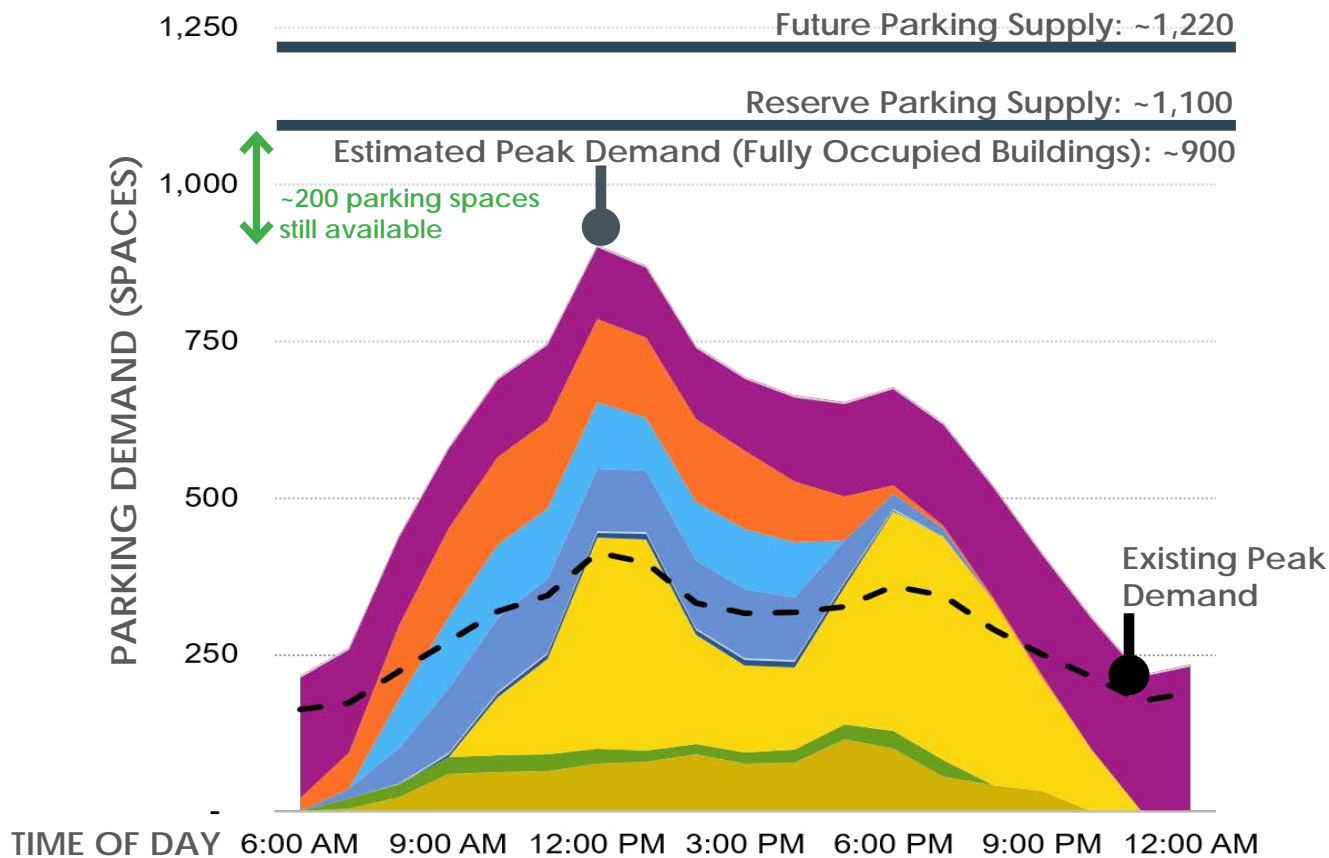
PARKING DEMAND ANALYSIS | ESTIMATED REAL DEMAND

The model below shows current parking demand calibrated to the study area's land uses and current occupancy rates. The model suggests that the Town can accommodate new development with the current parking supply, as there are still around 635 available spaces across the entire Downtown Spencer parking system. It is important to note that not all of this parking is in the exact right location or currently regulated appropriately to support additional development. However strategies that make use of some of this excess parking to support new development would save significant financial and land costs compared to building new parking.



PARKING DEMAND ANALYSIS | FUTURE SCENARIO: NO BUILDING VACANCIES

The model below shows future parking demand calibrated to full occupancy rates in Downtown Spencer as well as new retail and residential development. The model suggests that the future parking system can accommodate new development and fully occupied buildings, while still providing around 200 available spaces within the system. The model also shows that under this development scenario, there would continue to be significant parking availability in the early morning and evening, suggesting that the area could support additional uses that peak at those times (such as residential or restaurant).



Future Scenario Model Includes:

- 50 additional parking spaces at the new Mechanic Lot
- Full occupancy of all buildings, including more residential units at the Sugden Block, 20,000 sqft of retail and restaurant, and 10,000 sqft of more office space

LEGEND

- Mid-Rise Apartment
- General Light Industrial
- Government Office Building
- General Office Building
- Bank
- Restaurant
- Recreational Community Center
- Retail



RECOMMENDATIONS

RECOMMENDATIONS

Today's parking system in Spencer accommodates current demand, and there is **room to create a more flexible and customer-friendly environment**. The following is an overview of recommended strategies:

1. **Increase wayfinding & signage**
2. Pursue and promote shared parking agreements
3. Increase on-street time limits
4. Provide information on public parking facilities
5. Invest in upgrades to public parking lots
6. Invest in multimodal infrastructure

Project Goals

- Document existing parking supply and daily demand
- Improve parking system for residents, employees, customers, and visitors
- Identify and recommend **parking supply efficiencies/ opportunities to open up/ add parking in areas of higher demand**
- **Develop flexible parking standards to support downtown development**
- Develop coordination between local businesses

RECOMMENDATIONS | 1. INCREASE WAYFINDING AND SIGNAGE

What should you do?

Adding wayfinding signage to parking facilities and key “gateway” locations in Downtown will create a visitor-friendly environment and highlight on and off-street parking options. The signage should clearly indicate where the public is allowed to park and where businesses and local attractions are located.

How would this work in Downtown Spencer?

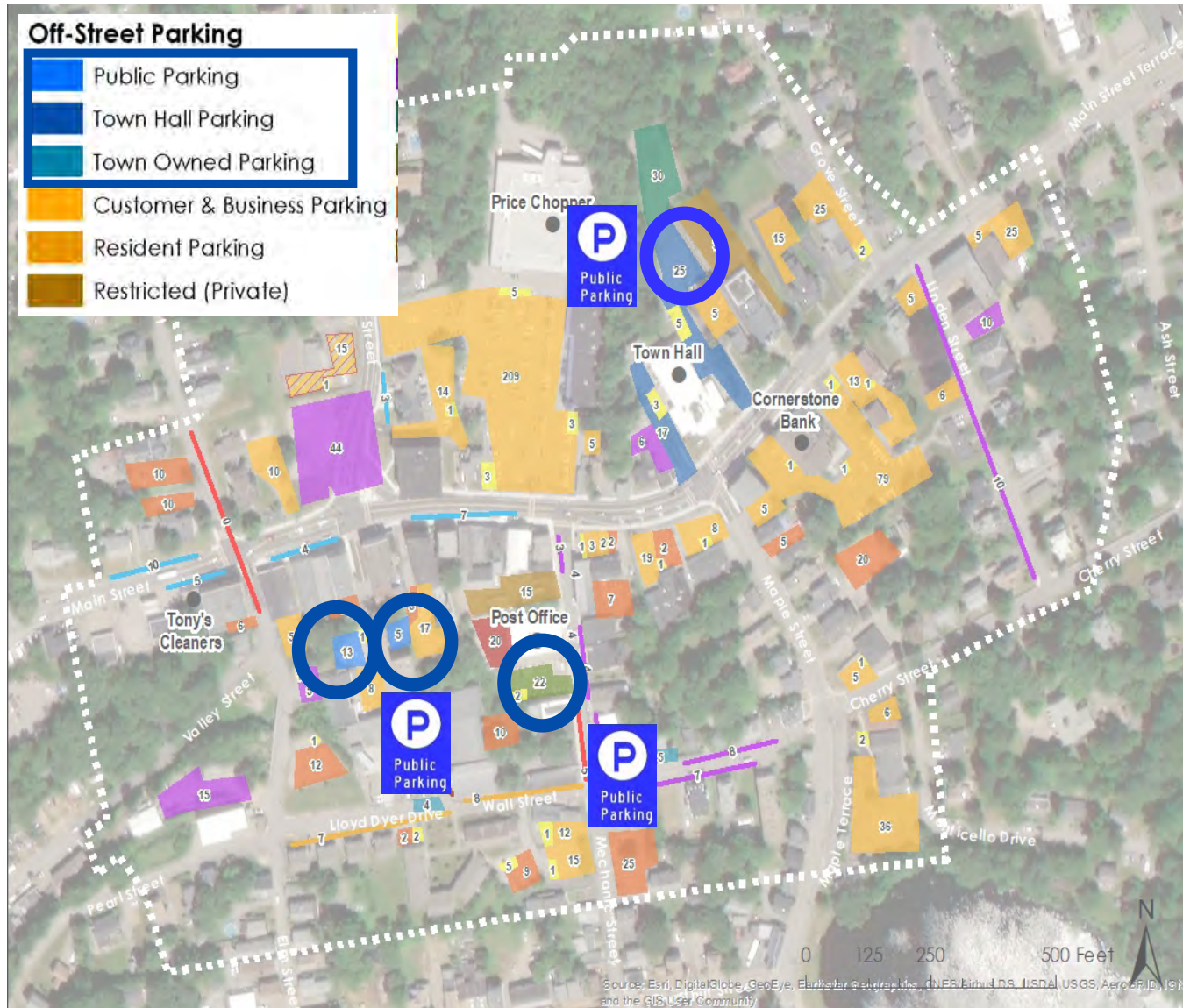
- Add wayfinding signage to off-street lots & key Downtown “entrance” areas such as Main Street at Pleasant Street, Maple Street approaching Main Street, and Main Street at the Spencer Town Hall
- Create a wayfinding signage plan
 - Designate specific locations to place gateway and parking signs
- The Town should use parking and gateway wayfinding signage to:
 - Intercept vehicle traffic before reaching the core of downtown
 - Direct people to other locations downtown
 - Provide estimated walk times
 - Help customers return to their vehicles
 - Help those who walk and people on bikes find their way to/through downtown destinations

- Enhance visibility of public parking facilities
 - Encourage long-term parkers to use remote lots, leaving on-street parking for short-term visitors



- ▲ The signs above are examples of wayfinding signage that intercept drivers, direct parkers to shops, and even provide walk times

RECOMMENDATIONS | 1. INCREASE WAYFINDING AND SIGNAGE



Each lot shown on the map to the left should have signage both at the lot and directing people driving and walking along travel routes. A more detailed wayfinding signage plan can highlight specific locations for public lot signage and gateway points to Downtown. An example of a potential public parking sign is included in the image below.



RECOMMENDATIONS | 2. PURSUE AND PROMOTE SHARED PARKING AGREEMENTS

What should you do?

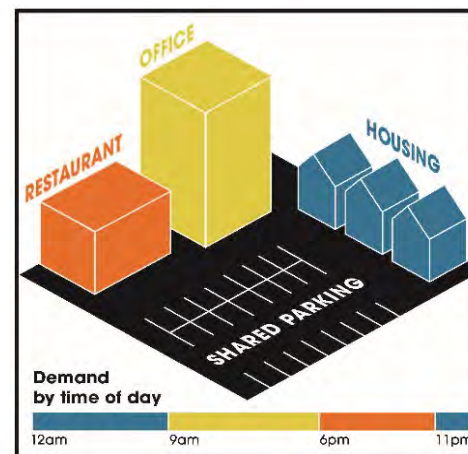
Creating and formalizing shared parking agreements opens up private parking supply to allow for additional public parking. In Downtown Spencer, certain private lots such as the Price Chopper lot have the potential to alleviate parking congestion as they experience low utilization levels during peak hours. These lots could also provide parking for future development to avoid building more supply. Shared parking agreements can be a variety of forms, including:

- Shared parking between two complimentary uses
- Using underutilized parking for a specific group, such as restaurant employees using bank parking at night
- Town working with private property owners and residential developments to open underutilized parking to the general public
- Town working with private property owners to use underutilized parking for a special event, such as the Spencer Street Party

How would this work in Downtown Spencer?

- Identify underutilized parking lots that could be used for shared parking opportunities, based on the data included in this study
- The Town of Spencer can take the lead to facilitate shared parking agreements between existing and/or new businesses

- Provide public incentives for private lot owners (ex. Price Chopper) to encourage sharing, such as snow clearance, shared metered revenue, and signage
- Consider a pilot project with an underutilized but restricted lot to open its parking for public use. This could start small, for example in the hours after the associated business is closed
- Keep sample shared parking agreements on file at Town Hall to reduced this barrier to implementation (Appendix E)
- Review zoning bylaws to assess how shared parking is recorded and managed
- Consolidate parking behind Main St
 - Make parking facility more attractive and safer
 - Promote parking close to commercial area
 - Create employee designated parking spaces
 - Add more green space to Downtown



Shared parking can unlock parking facilities for multiple uses without adding costs or using more land

RECOMMENDATIONS | 2. PURSUE AND PROMOTE SHARED PARKING AGREEMENTS

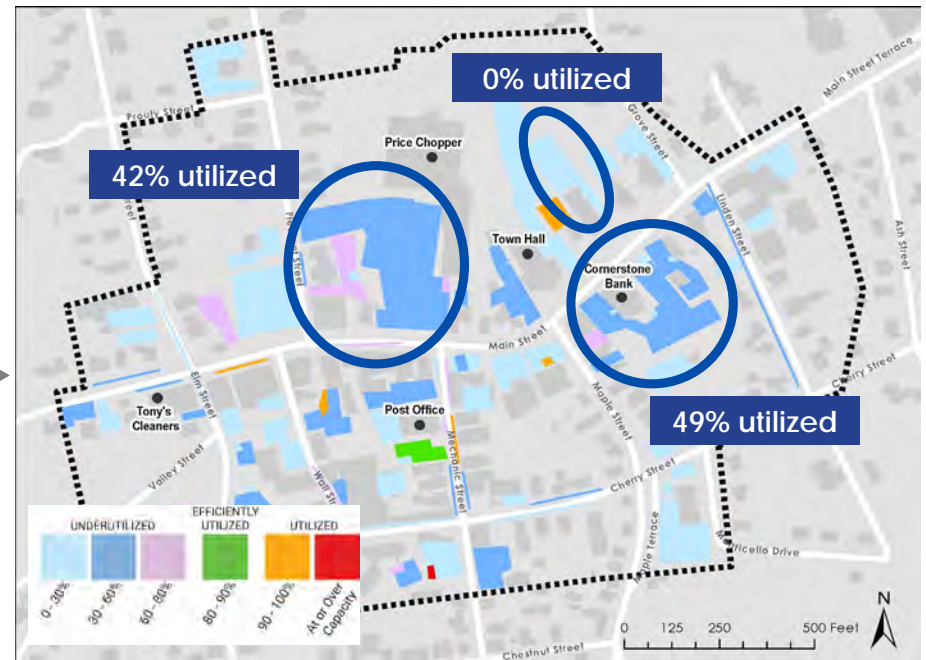


As seen in the rough sketch to the left, the Town could add approximately 140 parking spaces if the parking lots and vacant space behind Main Street buildings were consolidated. Downtown uses could share this facility. Today, the lots in this area hold 59 parking spaces. The updated inventory takes into consideration a consolidation of the lots and open space behind Main Street buildings



The Town can give a business or property owner parking signage that contains information on when the public can use private parking facilities and where they are allowed to park.

During the weekday peak (11:30 AM), certain private off-street lots are never over 60% utilized. If landowners entered into shared parking agreements with the Town, some of these spaces could be unlocked for the public and shared between different uses



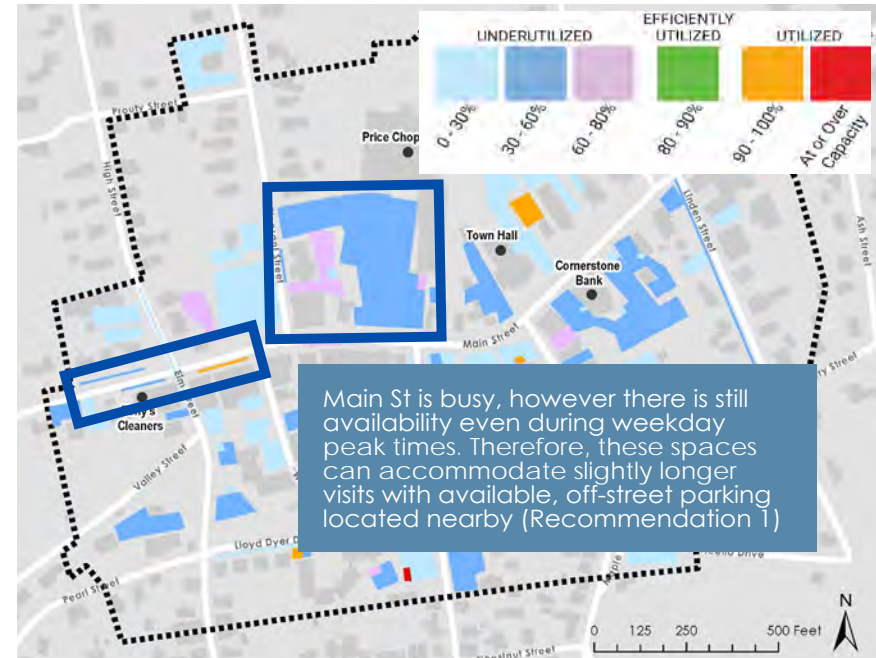
RECOMMENDATIONS | 3. INCREASE ON-STREET TIME LIMITS

What should you do?

Currently, on-street parking on Main Street does not promote a park-once environment as it only allows customers to park along the main commercial corridor for an hour. Increasing time limits in on-street spaces will allow visitors to stay longer in Downtown. Although the current parking demand does not reflect the need for priced parking, it is important for the Town to enforce and monitor parking regulations as they change.

How would this work in Downtown Spencer?

- Extend time limits on Main Street from 1 to 2-3 hours to a 2-3 hour time limit from 6AM - 6PM
 - Time limits are not business and customer friendly
 - Allow for longer visits to Downtown Spencer
- Monitor parking utilization
 - Enforce parking time limits on Main Street
 - Have enforcement officers serve as “parking ambassadors” to promote a welcoming environment
 - Use the data contained in this study as the basis for additional parking counts at least annually. If parking on Main Street does not have enough availability, adjust time limits or enforcement
 - Couple changes on Main Street with clear signage directing people to “long-term” spaces at the Mechanic Street lot, Town Hall, or other future public parking



▲ Changing time limits in at on-street parking on Main Street from 1 to 2/3 hours will incentivize visitors and customers to stay longer in Downtown

▲ Parking ambassadors can educate visitors and residents about parking best practices and inform them on where short-and long-term parking is located

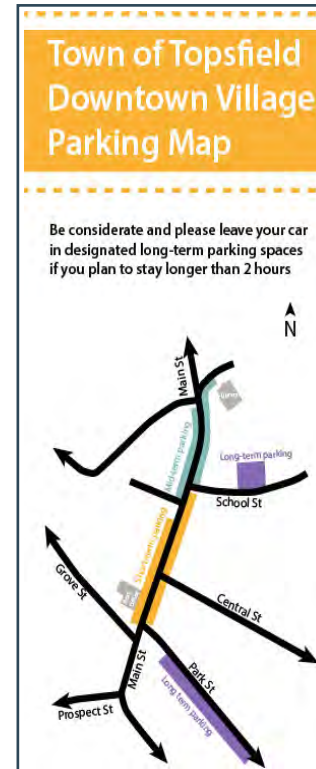
RECOMMENDATIONS | 4. PROVIDE INFORMATION ON PUBLIC PARKING FACILITIES

What should you do?

Create simple parking maps and information that customers, employees, and other visitors to Downtown Spencer can use to easily understand where find parking that meets their needs. Many public stakeholders and open house participants commented on how confusing the parking system can be in Downtown, as it is unclear which facilities are public or private. Maps with short- and long-term public parking facilities should be easily available.

How would this work in Downtown Spencer?

- Publish a user-friendly parking map on the Town website
 - Delineate parking locations and regulations in a public-friendly format
 - Leave on-street parking for short-term visitors
 - Create a map of parking facilities for special events such as the Spencer Street Party
 - Coordinate with local businesses to provide links to this map on their websites as well as paper copies if applicable
- Add public parking lots to Google Maps
 - Give visitors the opportunity to locate public parking facilities before they visit Downtown



▲ The parking maps above and to the right clearly illustrate short- and long-term public parking locations and Downtown destinations in a public-friendly format



▲ Adding public parking facilities to Google Maps can help visitors locate where to park before visiting Downtown Spencer



RECOMMENDATIONS | 5. INVEST IN UPGRADES TO PUBLIC PARKING FACILITIES

What should you do?

In Downtown Spencer, visitors are discouraged from using public parking facilities as they lack proper infrastructure, signage, bicycle and pedestrian accommodations, and lighting. Investing in upgrades to these public lots can not only make public parking facilities more attractive, but create a streamlined signage system and more pedestrian-friendly environment that safely connects parking facilities to Downtown.

How would this work in Downtown Spencer?

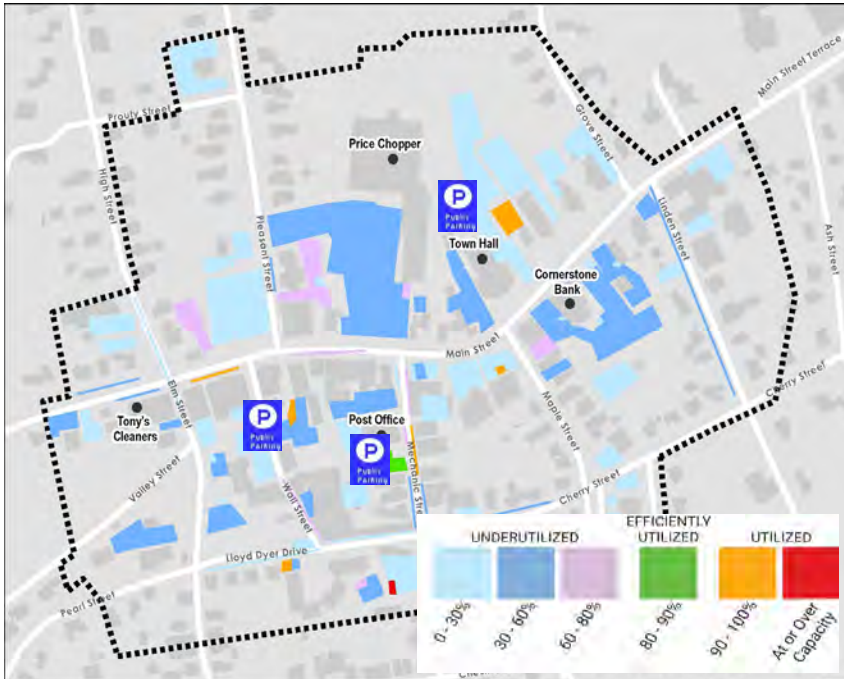
- Create a “park once” environment by improving parking experience
- Formalize parking facilities on Mechanic Street (on-and off-street)
 - Add pavement markings for on-street parking
 - Add signage to public municipal lot
- Invest in infrastructure and signage upgrades to current public parking lots at Mechanic Street and Wall Street
 - Create standardized signage for public facilities
 - Add lighting
 - Pave parking spaces
 - Add crosswalks (where needed)
 - As necessary and as an incentive, extend these services and improvements to lots that are privately owned but could be shared as part of the public supply.

- Assess the feasibility of creating a public lot off Main Street
 - Discuss sharing possibilities with landowners
 - Implement signage
 - Repave lot
 - Add pavement markings and landscaping
 - Invest in bicycle parking



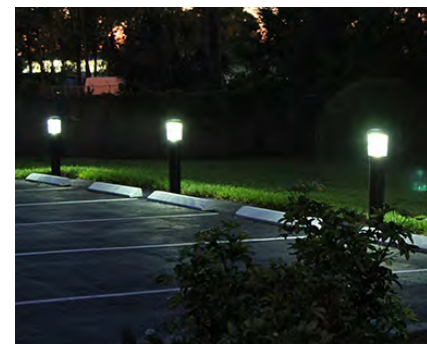
▲ Public lots in Downtown lack pavement markings, attractive signage, landscaping, and lighting

RECOMMENDATIONS | 5. INVEST IN UPGRADES TO PUBLIC PARKING FACILITIES



▲ The map above highlights locations where streamlined, consistent signage should be added to public parking facilities. Adding public parking signage will help residents and visitors identify where they can park in Downtown

▼ The images below illustrate potential solutions for public off-street parking facilities in Downtown Spencer, such as bicycle parking, stall and crosswalk pavement markings, lighting, and wayfinding signage



▲ The graphics above show existing and proposed conditions for pavement markings on Mechanic Street. Adding on-street parking "T-bars" and directional arrows highlight public on-street parking for those visiting Mechanic St shops

RECOMMENDATIONS | 6. INVEST IN MULTIMODAL INFRASTRUCTURE

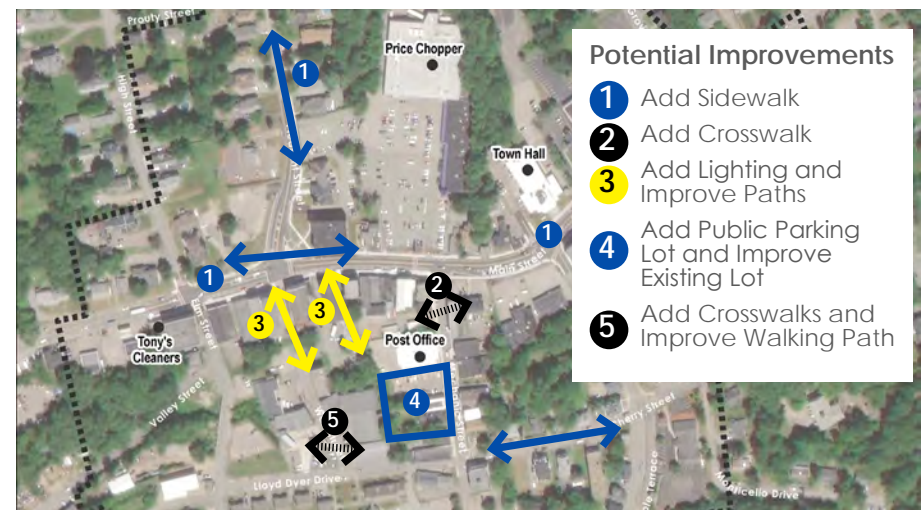
What should you do?

Improving walk and bicycle amenities in Downtown can help promote a more visitor-friendly environment and reduce demand for single-occupancy vehicle (SOV) trips. In addition, investing in multimodal improvements at parking facilities, desire lines, and on key corridors can help better link parking to destinations as well as create a more connected Downtown.

How would this work in Downtown Spencer?

- Beautify alleyways
 - Add parking signs for those on foot
 - Create a connection from uses south of Main Street
 - Make Downtown feel more walkable
 - Connect parking facilities off Main Street
 - Repair sidewalks
- Promote bicycle facilities in Downtown
 - Promote use of Main Street bicycle facilities including (this could be in the form of a map of bicycle facilities in Spencer, bicycle promotion events, and how-to guides on Town website)
 - Create additional bicycle parking facilities on Main St and adjacent to parking lots
 - Add sharrows on Pleasant St so that people know the street should be used for people biking as well as driving

- Add 2-3 ft buffer to bicycle lane on Main Street (Right-of-Way on Main Street has capacity between Linden Street and crosswalk at Mechanic Street)
- Calm traffic along Wall Street (see page 44)
 - Implement components of Wall St Traffic Evaluation Memo
 - Make Wall Street one-way
 - Make Wall Street more walkable by adding pavement markings in front of dance studio (see page 48)
- Maintain on-street parking in front of residences
- Add safe pedestrian accommodations from Lloyd Dyer Drive residences to Mechanic Street

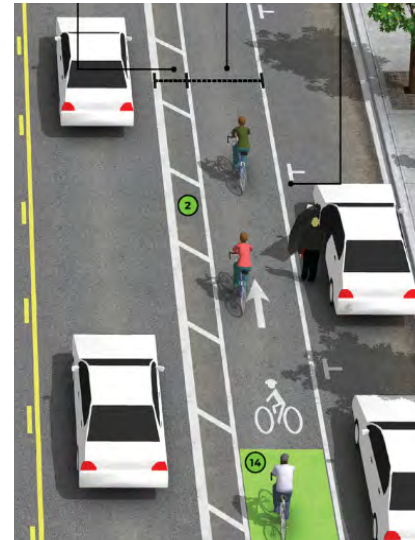


▲ The map above highlights areas for multimodal investment. Improvements such as these can connect parking facilities to Downtown

RECOMMENDATIONS | 6. INVEST IN MULTIMODAL INFRASTRUCTURE



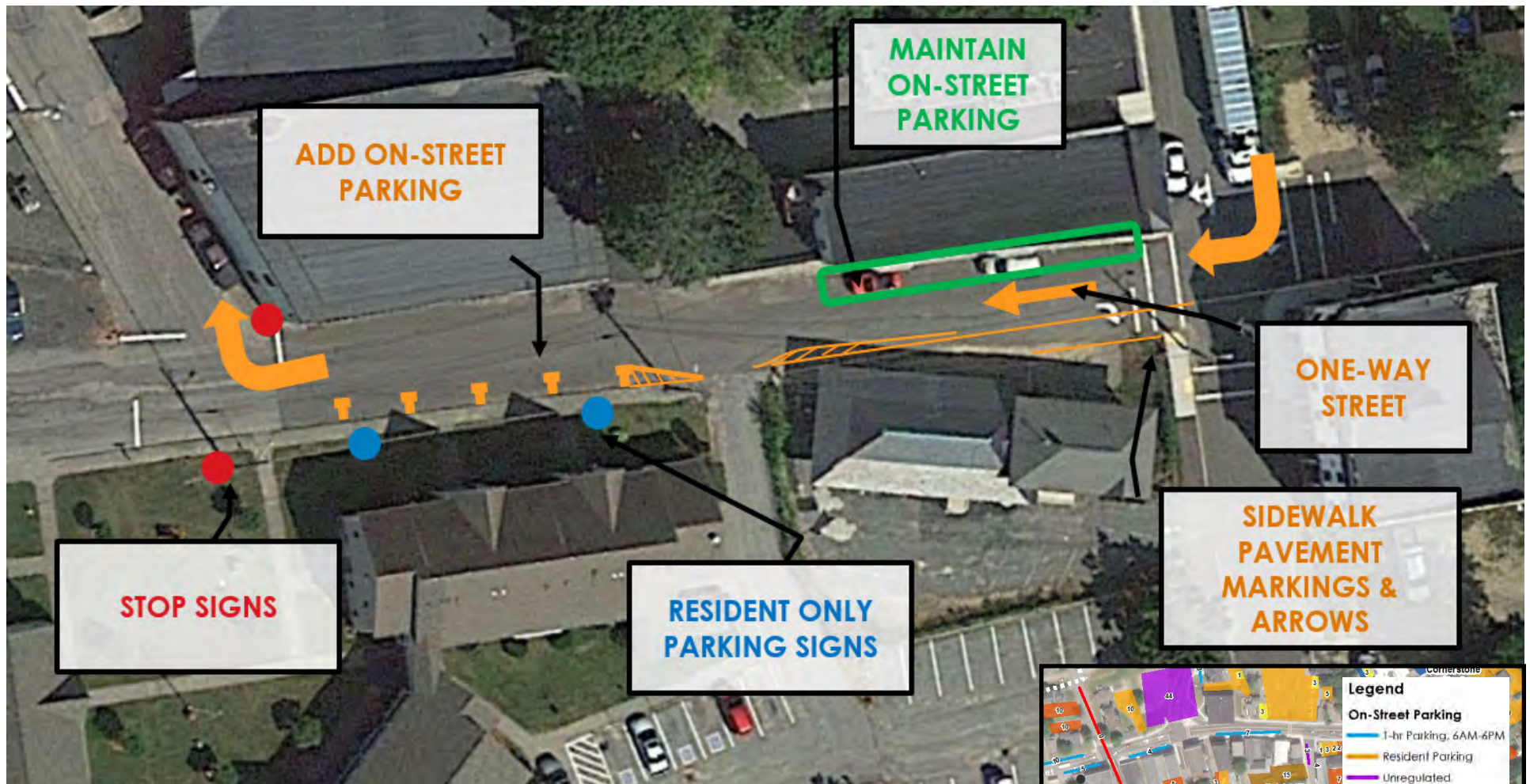
The images to the left highlight areas in Downtown Spencer that lack proper sidewalks and safe connections from peripheral streets to Main Street. By investing in improvements such as lighting, signage, pavement markings, and sidewalk upgrades, the Town can create attractive connections from parking facilities and residences to Downtown destinations. The image above shows a revitalized alleyway connecting parking to a Downtown in Pittsfield, MA. (Source: <https://teambetterblock.com/Pittsfield>)



Source: NACTO Buffered Bike Lanes Guidelines

The Complete Streets grant gave the Town an opportunity to invest in bicycle accommodations in Downtown. It is important to promote these facilities and improve upon them. Main Street has the capacity to create a more protected bicycle accommodation such as a protected bicycle lane (as seen in the image to the left). Bicycle parking should also be added to parking lots and locations Downtown to further encourage visitors and residents to bike Downtown.

RECOMMENDATIONS | 6. INVEST IN MULTIMODAL INFRASTRUCTURE



▲ The map above shows a high-level design for Wall Street. Currently, Wall Street promotes high vehicle speeds due to the lack of pavement markings and traffic calming infrastructure, and does not encourage pedestrian activity. Improvements such as adding pavement markings, stop signs and resident-only parking signs, and relocating on-street parking can help calm traffic and create a more pedestrian-friendly environment. Changing the street direction from two-way to a one-way westbound can allow trucks to use the entire roadway to turn onto Wall Street create a more streamlined flow of traffic.

RECOMMENDATIONS | FINAL RECOMMENDATIONS

1. Increase wayfinding & signage

- Add wayfinding signage to off-street lots & key Downtown “entrance” areas
- Create a wayfinding signage plan
- Enhance visibility of public parking facilities

2. Pursue and promote shared parking agreements

- Identify underutilized parking lots that could be used for shared parking opportunities
- Facilitate shared parking agreements between existing and/or new businesses
- Provide public incentives for private lot owners to encourage sharing
- Consider a pilot project with an underutilized but restricted lot to open its parking for public use
- Keep sample shared parking agreements on file at Town Hall
- Review zoning bylaws to assess how shared parking is recorded and managed
- Consolidate parking behind Main St

3. Increase on-street time limits

- Extend time limits on Main Street from 1 to 2 -3 hours to a 2-3 hour time limit from 6AM - 6PM
- Monitoring parking utilization

4. Provide information on public parking facilities

- Publish a user-friendly parking map on the Town website
- Add public parking lots to Google Maps

5. Invest in upgrades to public parking lots

- Create a “park once” environment by improving parking experience
- Formalize parking facilities on Mechanic Street (on & off-street)
- Invest in infrastructure and signage upgrades to current public parking lots at Mechanic Street and Wall Street
- Assess the feasibility of creating a large public lot behind Main Street

6. Invest in multimodal infrastructure

- Beautify alleyways
- Promote bicycle facilities in Downtown
- Calm traffic along Wall Street



TECHNICAL APPENDICES

APPENDIX A | PARKING INVENTORY AND UTILIZATION MAPS

Legend

On-Street Parking

- 1-hr Parking, 6AM-6PM
- Resident Parking
- Unregulated
- Informal Parking
- No Parking

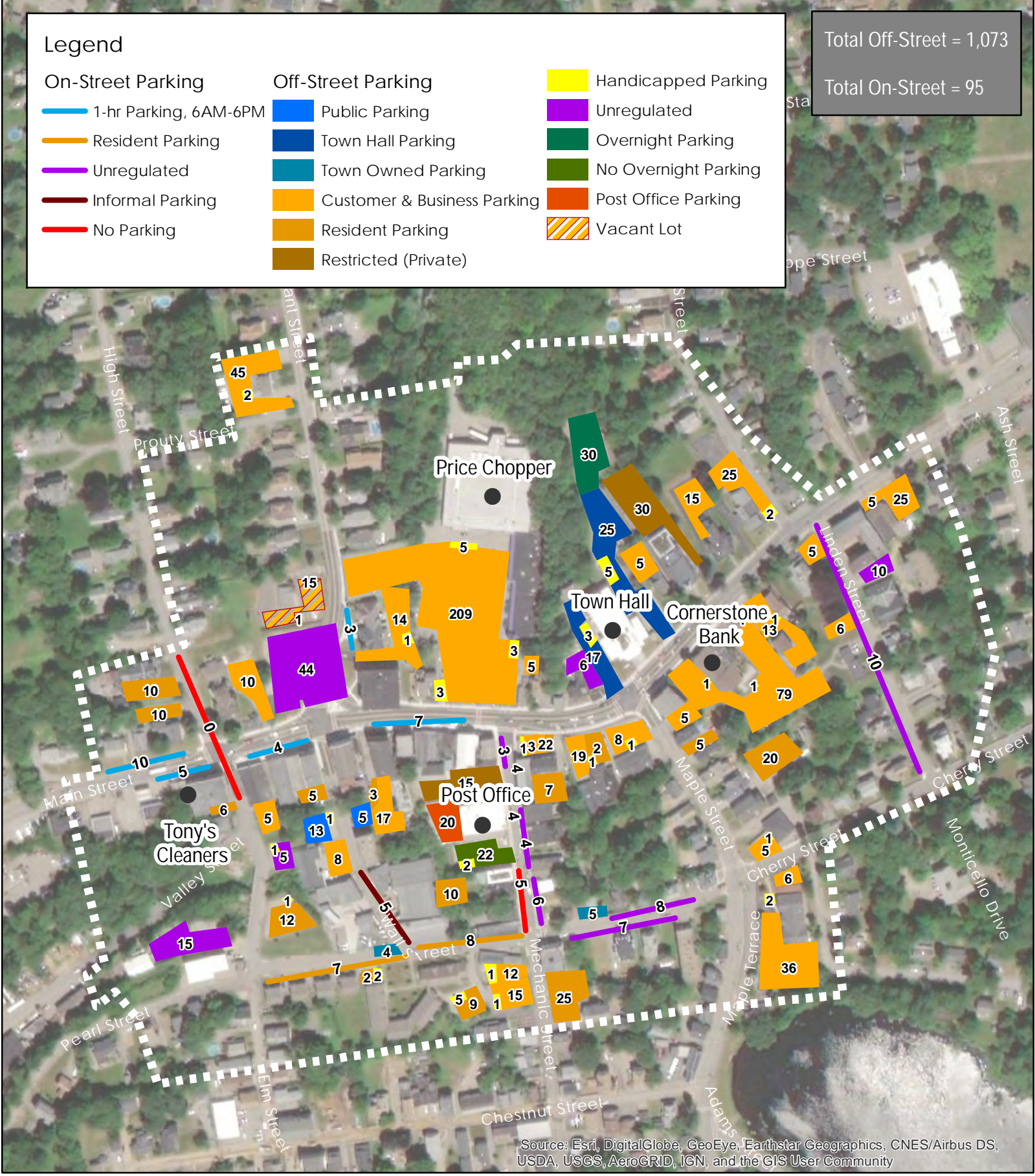
Off-Street Parking

- Public Parking
- Town Hall Parking
- Town Owned Parking
- Customer & Business Parking
- Resident Parking
- Restricted (Private)

- Handicapped Parking
- Unregulated
- Overnight Parking
- No Overnight Parking
- Post Office Parking
- Vacant Lot

Total Off-Street = 1,073

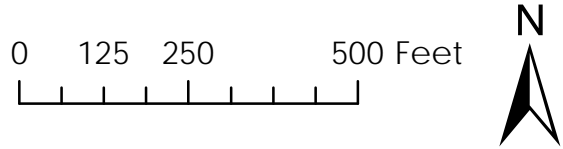
Total On-Street = 95

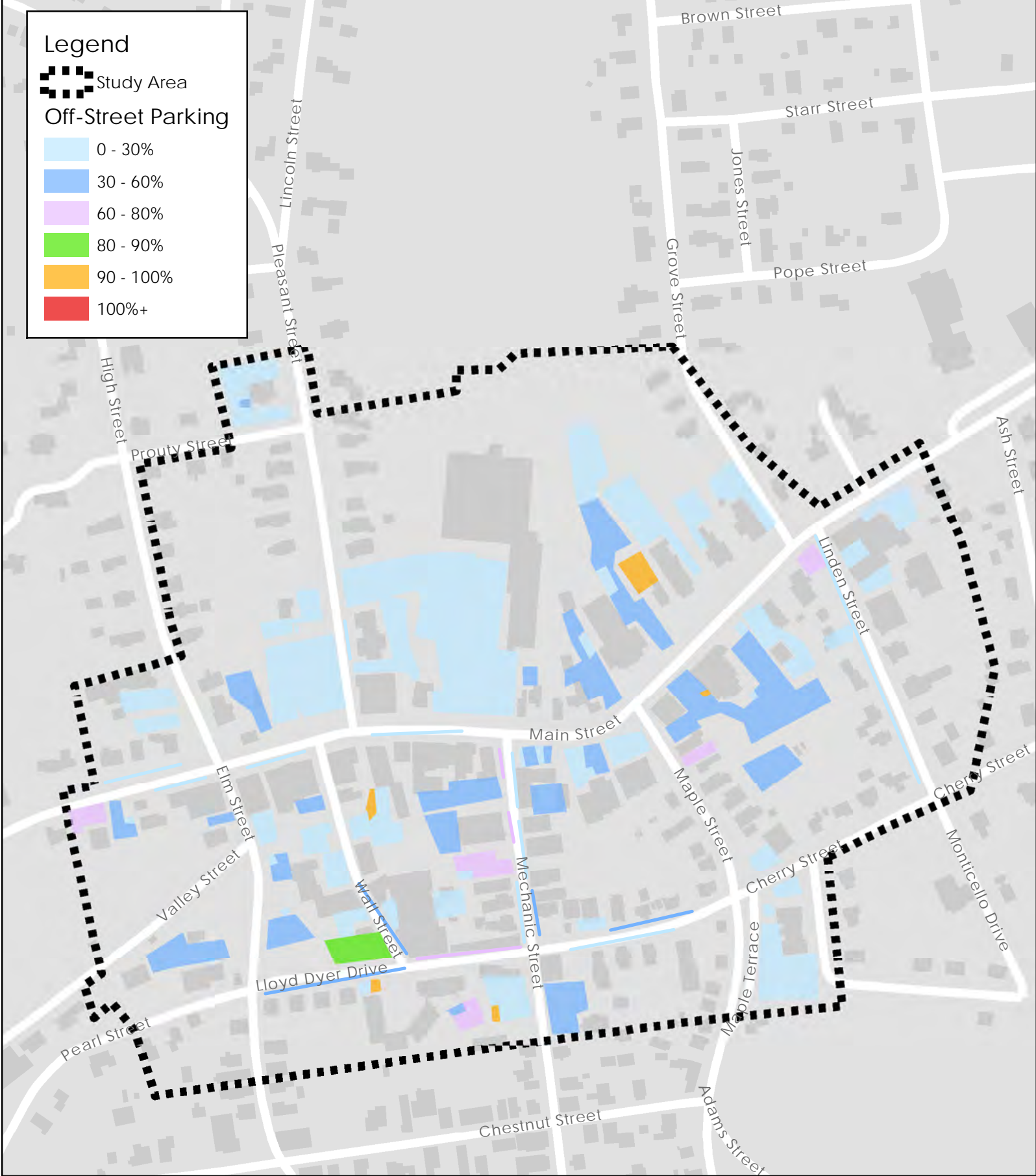


Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Parking Inventory & Regulations

Spencer Downtown Mobility & Parking Analysis





Legend

Study Area

Off-Street Parking

0 - 30%

30 - 60%

60 - 80%

80 - 90%

90 - 100%

100%+

Downtown Spencer Parking Utilization

Weekday Morning

Data Collected: May 2019

8:00AM

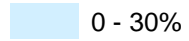
0 125 250 500 Feet

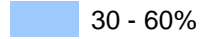


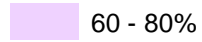
Legend

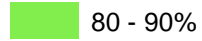
 Study Area

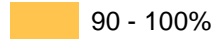
Off-Street Parking

 0 - 30%

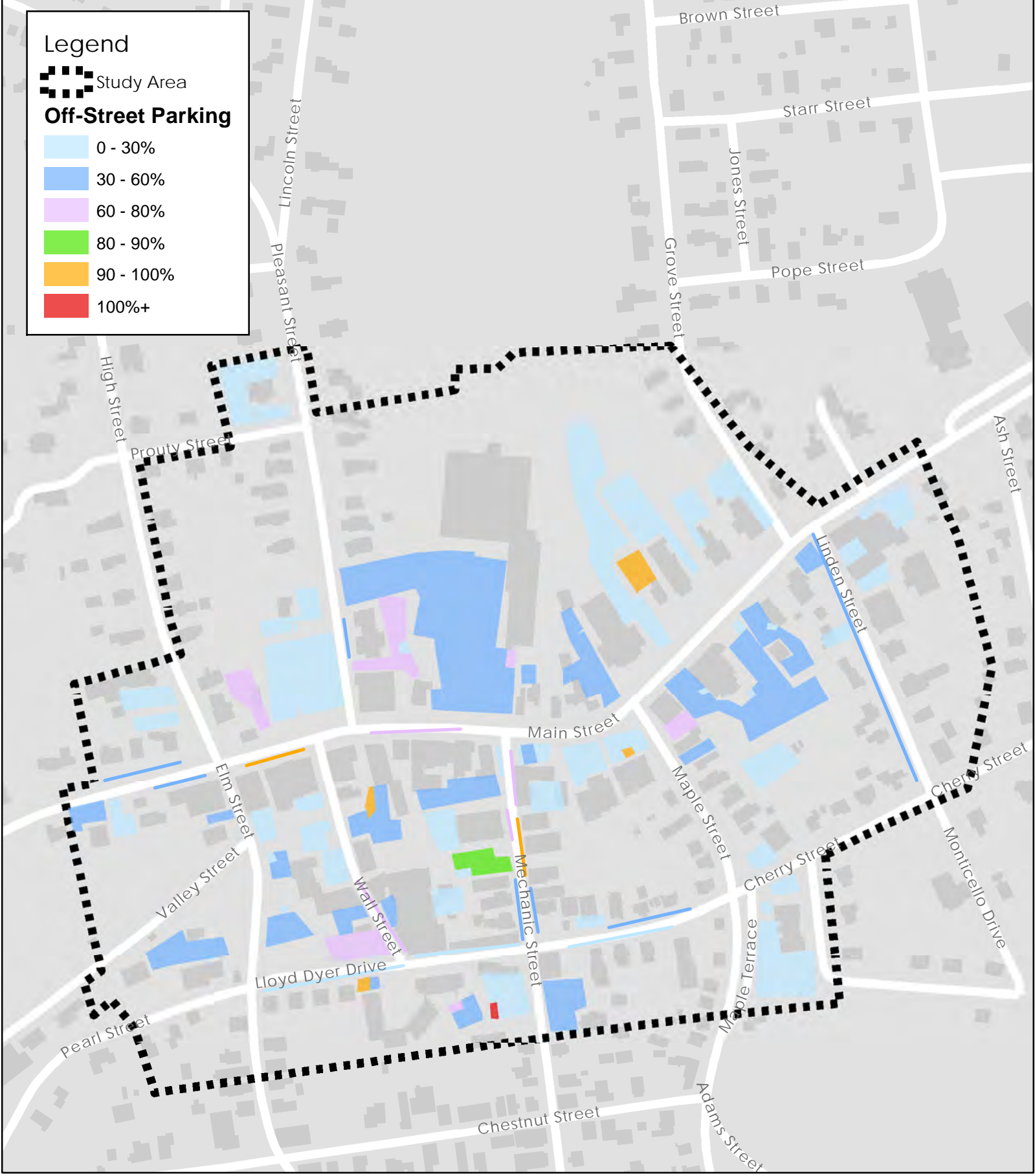
 30 - 60%

 60 - 80%

 80 - 90%

 90 - 100%

 100%+

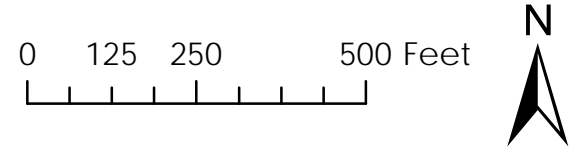


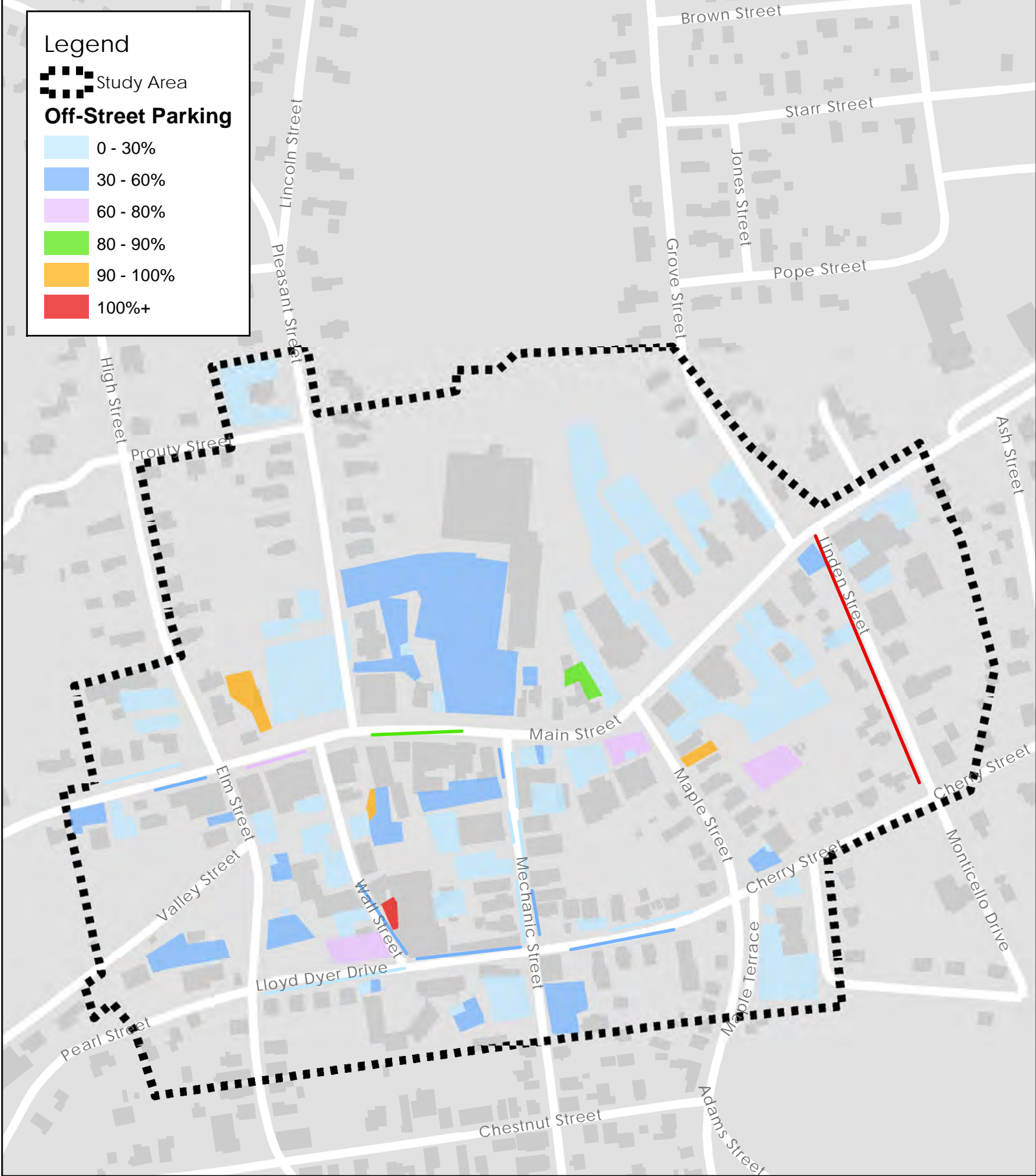
Downtown Spencer Parking Utilization

Weekday Afternoon

Data Collected: May 2019

11:30PM





Legend

Study Area

Off-Street Parking

- 0 - 30%
- 30 - 60%
- 60 - 80%
- 80 - 90%
- 90 - 100%
- 100%+

Downtown Spencer Parking Utilization

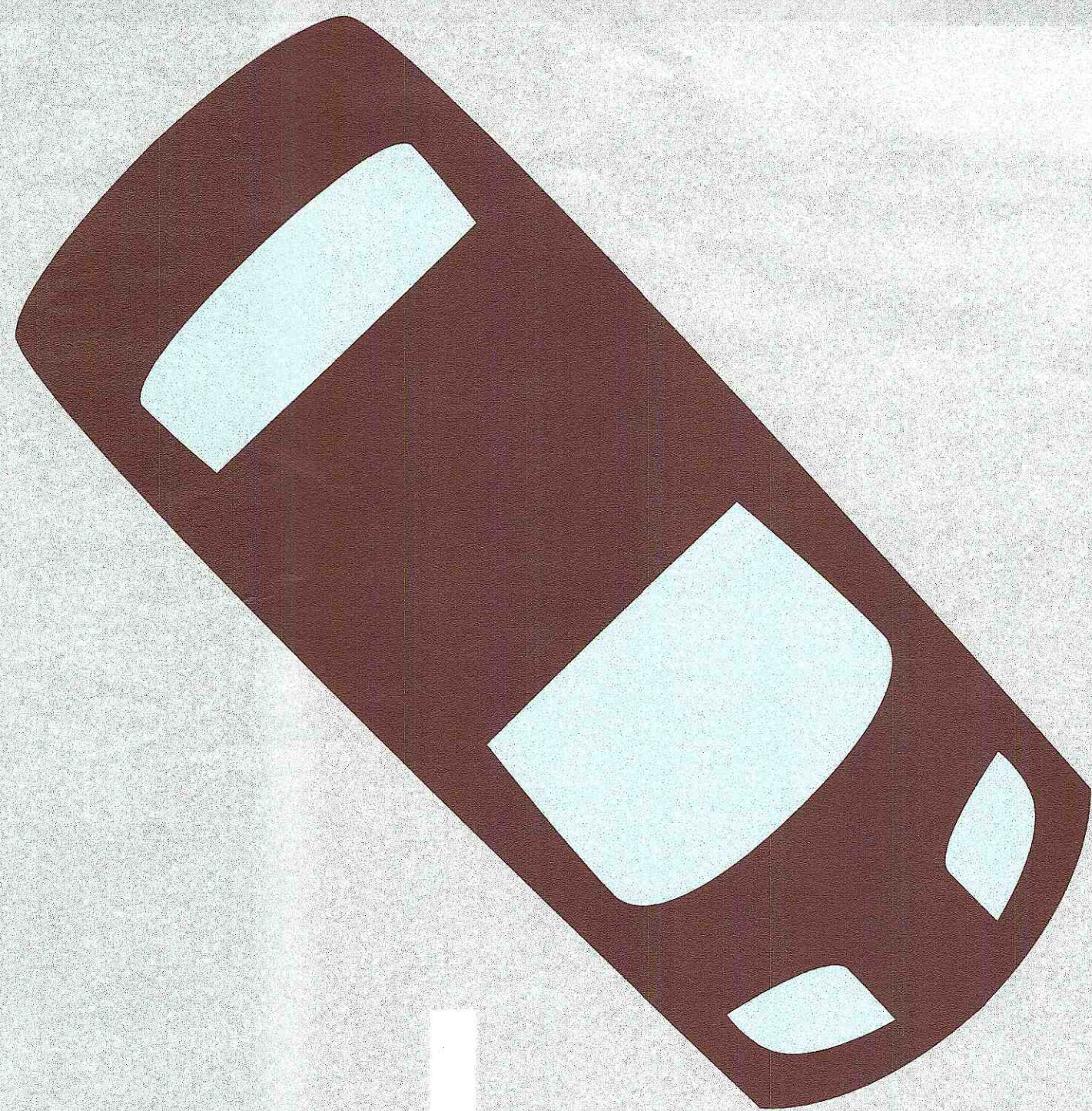
Weekday Evening
 Data Collected: May 2019
 5:30PM

0 125 250 500 Feet

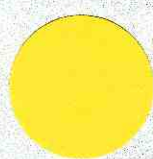


APPENDIX B | PARKING PRIORITY EXERCISE

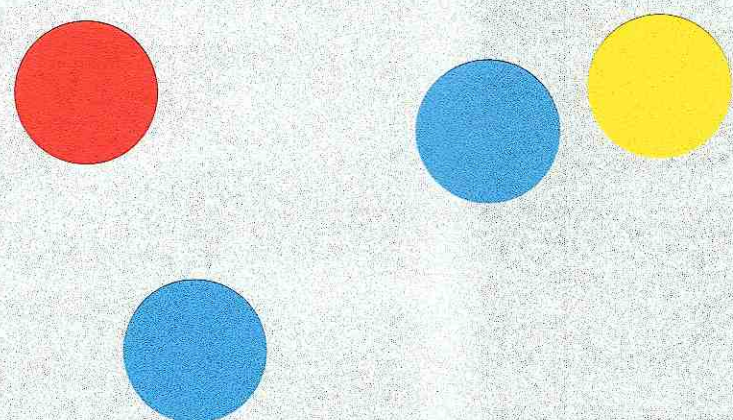
WHAT ARE YOUR TOP PARKING PRIORITIES IN DOWNTOWN SPENCER?



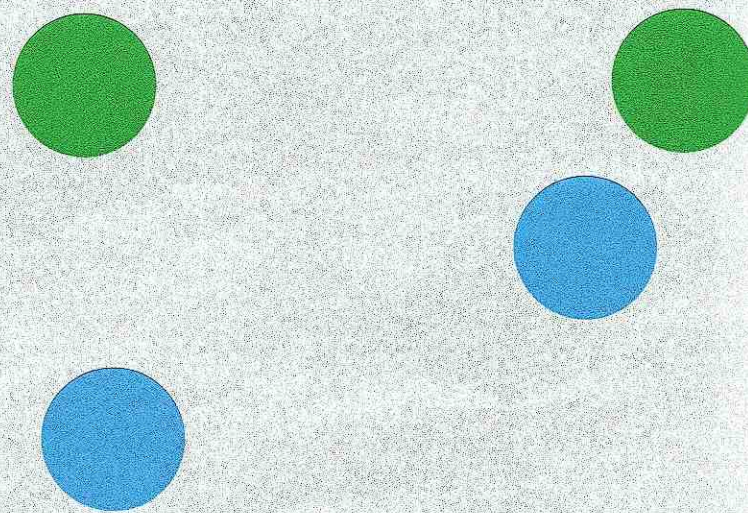
I WOULD LIKE IT TO BE EASIER/ SAFER TO WALK IN DOWNTOWN SPENCER



I WOULD LIKE CLEARER INFORMATION ON PARKING IN DOWNTOWN SPENCER



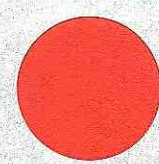
I WOULD LIKE TO SEE MORE ACTIVITY IN DOWNTOWN SPENCER



I WOULD LIKE TO PARK ONCE AND WALK TO ALL OF MY DESTINATIONS

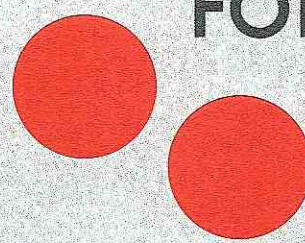


I WANT MORE PUBLIC PARKING OPTIONS



I WOULD BE WILLING TO PAY FOR MORE CONVENIENT PARKING

I DON'T MIND PARKING A LITTLE FARTHER AWAY IF IT MEANS I DON'T HAVE TO SEARCH FOR PARKING



DARK LOTS
VANDALISM
OBSTICALS IN SIDEWALKS
(POSTS - SIGNS - SNOW)
TOO MANY
SHUTTLE SERVICE

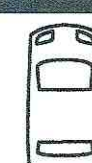
OVER SIZED
SIGN BOARDS
TO MANY
LIGHTS
SEASONAL

WHAT ARE WE MISSING?
WRITE YOUR IDEA HERE!

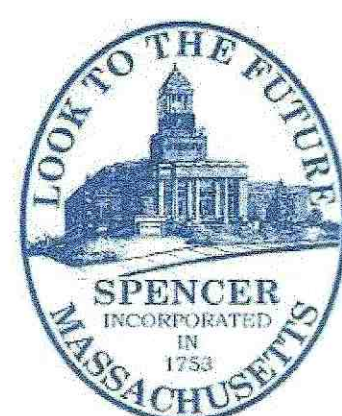
★ Please place stickers in the parking spots to indicate your top parking priorities.



TOWN OF SPENCER



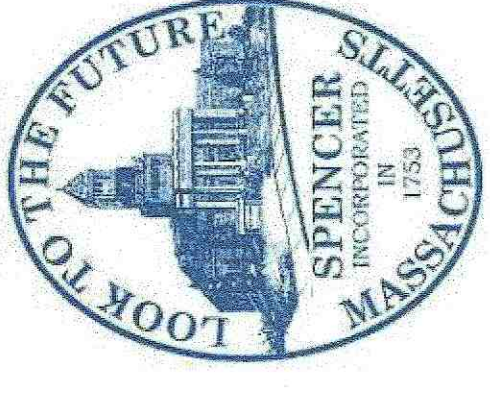
DOWNTOWN SPENCER
PARKING STUDY



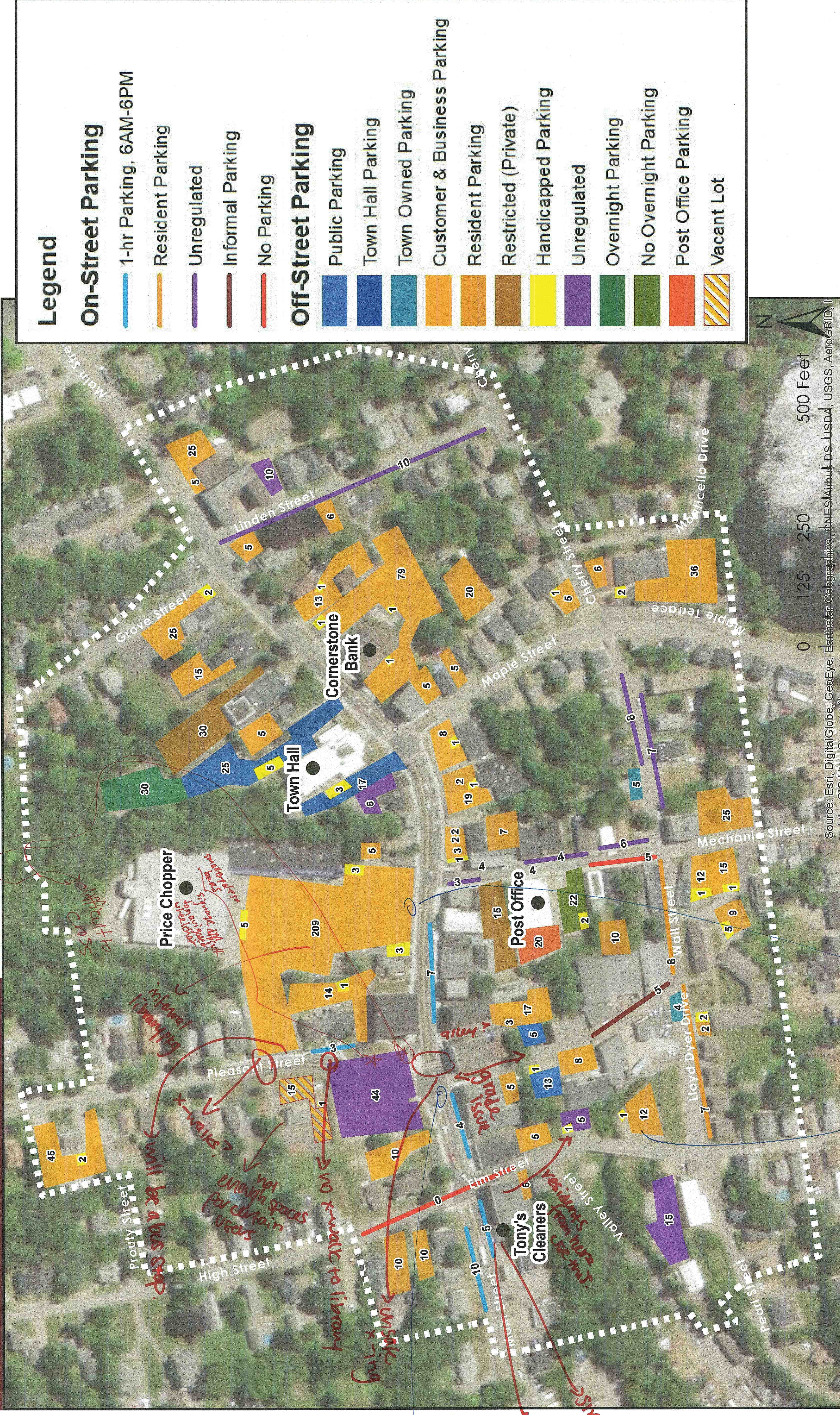
APPENDIX C | PUBLIC OUTREACH MATERIALS

DRAFT

DOWNTOWN SPENCER PARKING STUDY



PARKING INVENTORY MAP



Legend

On-Street Parking	
—	1-hr Parking, 6AM-6PM
—	Resident Parking
—	Unregulated
—	Informal Parking
—	No Parking
Off-Street Parking	
■	Public Parking
■	Town Hall Parking
■	Town Owned Parking
■	Customer & Business Parking
■	Resident Parking
■	Restricted (Private)
■	Handicapped Parking
■	Unregulated
■	Overnight Parking
■	No Overnight Parking
■	Post Office Parking
■	Vacant Lot

spread out HP more across downtown as wide as possible

*informal parking
Library
Price Chopper
spread out HP more across downtown as wide as possible*

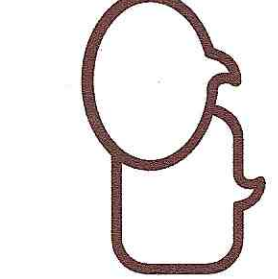
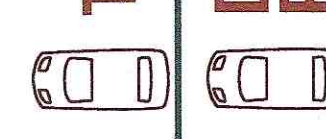
not enough spaces for certain users

*mail at library no
bulky boxes*

residents from here use this

*1 hr pay not enough
show gets into street should be into*

**TOWN OF SPENCER
DOWNTOWN SPENCER
PARKING STUDY**



Please use a marker to note issues and opportunities connected with the parking system and areas for improvement.

Examples include issues with time limits, difficulty finding a space, walking, lighting challenges, poor signage.

small setbacks or ADA compliant

Direct pedestrian access to

*Street's
lines
or
parking
spaces*

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, etc.

APPENDIX D | SELECTMEN MEETING PRESENTATION

Town of Spencer

DOWNTOWN SPENCER PARKING STUDY

FINDINGS & DRAFT STRATEGIES



December 16, 2019



AGENDA



Introduction

Study Goals & Process

Existing Conditions & Findings

Public Process

Multimodal Conditions

Zoning Review &

Shared Parking Analysis

Draft Strategies



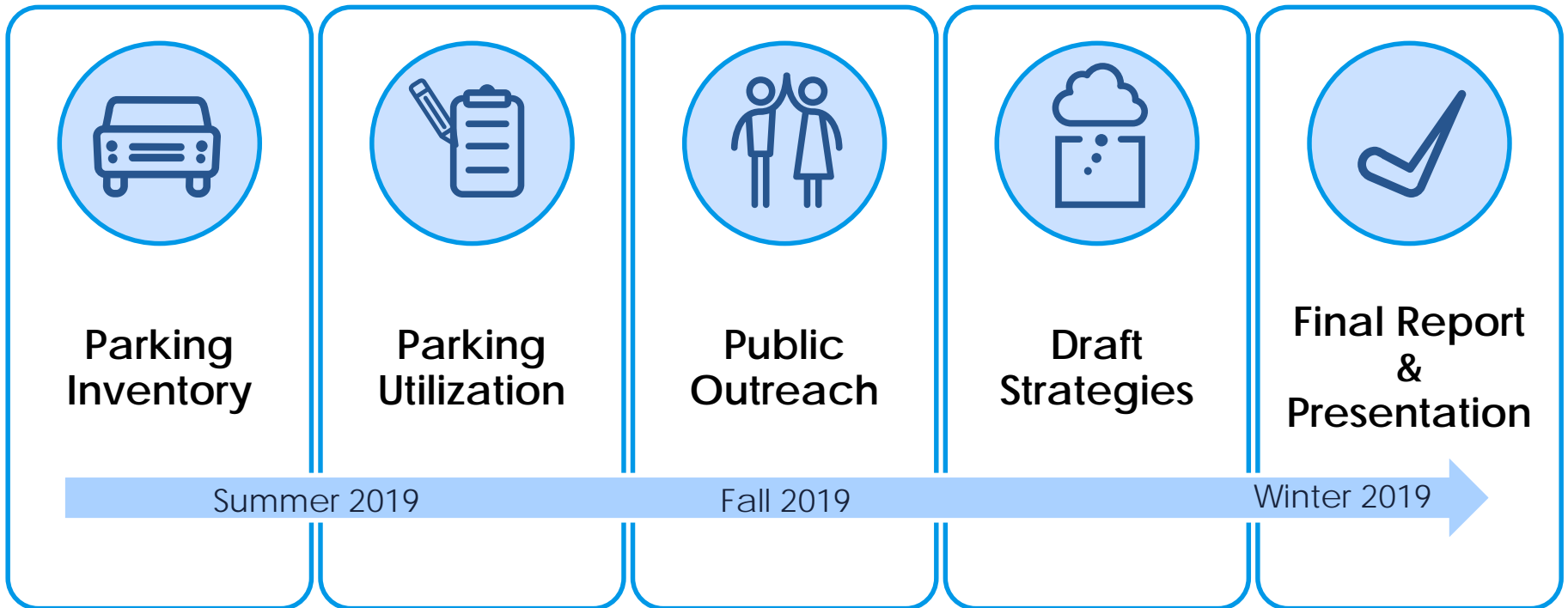
STUDY GOALS AND PROCESS

STUDY GOALS AND PROCESS

- Document existing parking supply and daily demand
- Improve parking system for residents, employees, customers, and visitors
- Identify and recommend parking supply efficiencies/opportunities to open up/add parking in areas of higher demand
- Develop flexible parking standards to support downtown development
- Develop coordination between local businesses



STUDY PROCESS





EXISTING CONDITIONS

PARKING INVENTORY

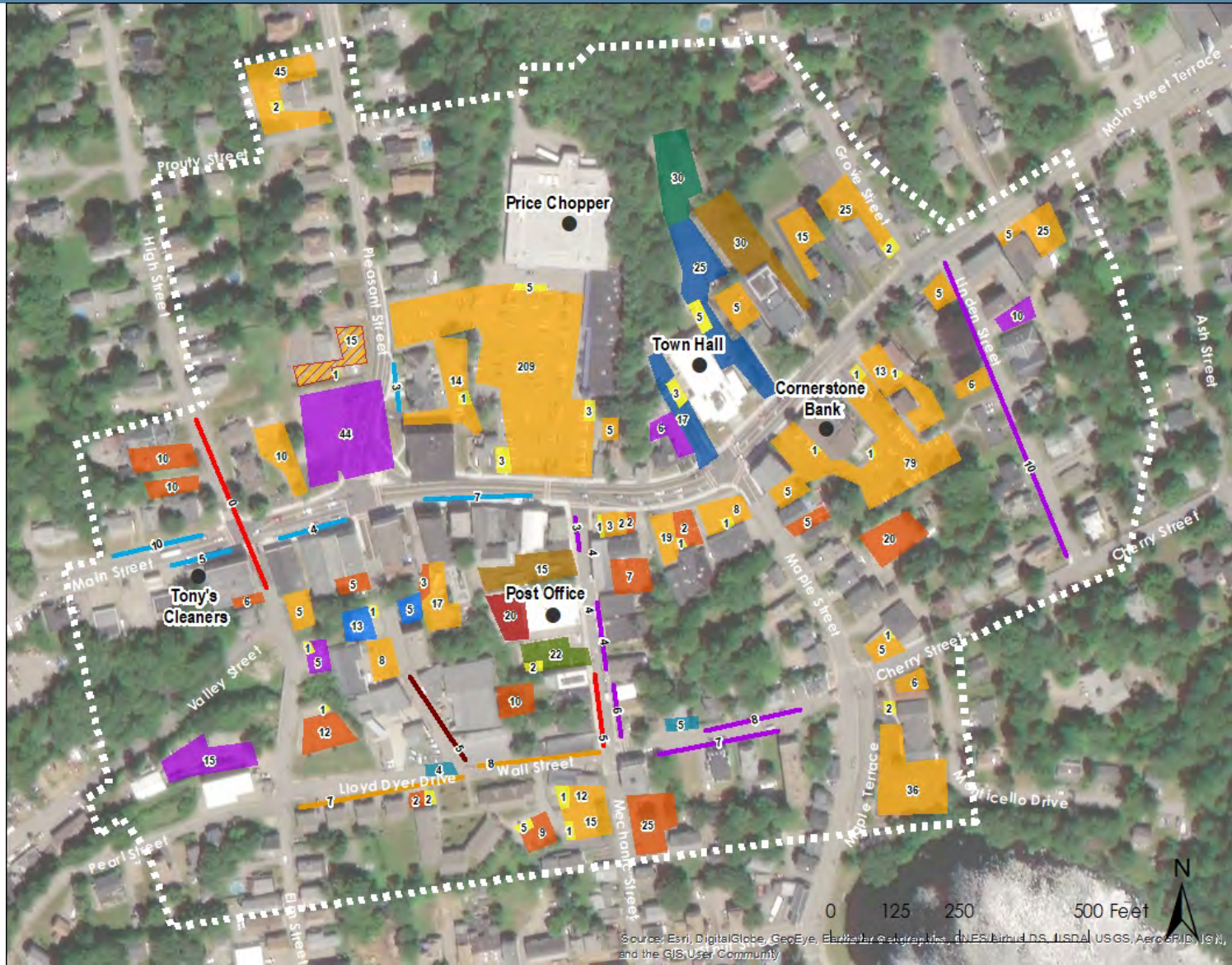
Legend

On-Street Parking

- 1-hr Parking, 6AM-6PM
- Resident Parking
- Unregulated
- Informal Parking
- No Parking

Off-Street Parking

- Public Parking
- Town Hall Parking
- Town Owned Parking
- Customer & Business Parking
- Resident Parking
- Restricted (Private)
- Handicapped Parking
- Unregulated
- Overnight Parking
- No Overnight Parking
- Post Office Parking
- Vacant Lot



Total Parking Spaces 1,168

Parking Type	# of Spaces	% Public	% Restricted
On Street	95	84%	16%
Off Street	1,073	13%	87%



EXISTING CONDITIONS | KEY FINDINGS

Off-Street Parking	%
Customer & Business Parking	61%
Resident Parking	9%
Unregulated	7%
Handicapped Parking	4%
Town Hall Parking	4%
Overnight Parking	3%
Restricted (Private)	3%
No Overnight parking	2%
Post Office Parking Only	2%
Public Parking	2%
Vacant Lot	1%
Restricted (Private)	1%
Town Owned	0.47%

On-Street Parking	%
Unregulated	40%
1 hr parking 6AM-6PM	39%
Residential parking	16%
Informal Parking	5%

Most parking (about 85%) is available to customers

PARKING UTILIZATION

- Wednesday, May 29, 2019

WHERE?

- All public, private, on-and off-street parking spaces and lots in the study area (downtown core)

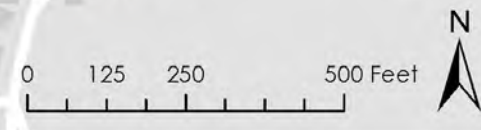
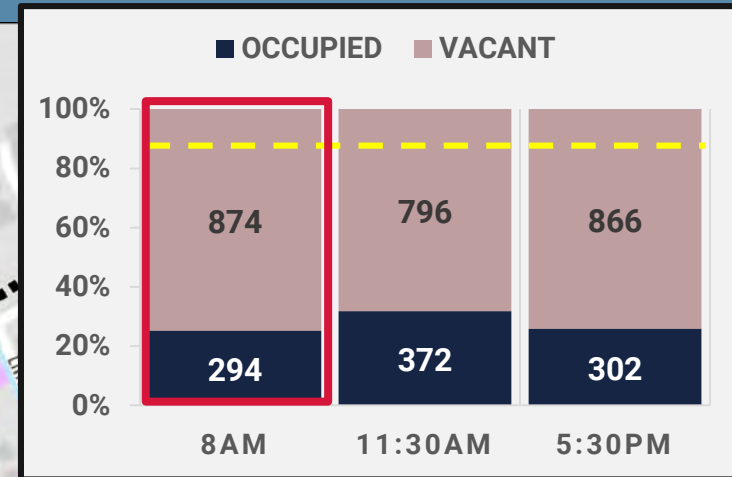
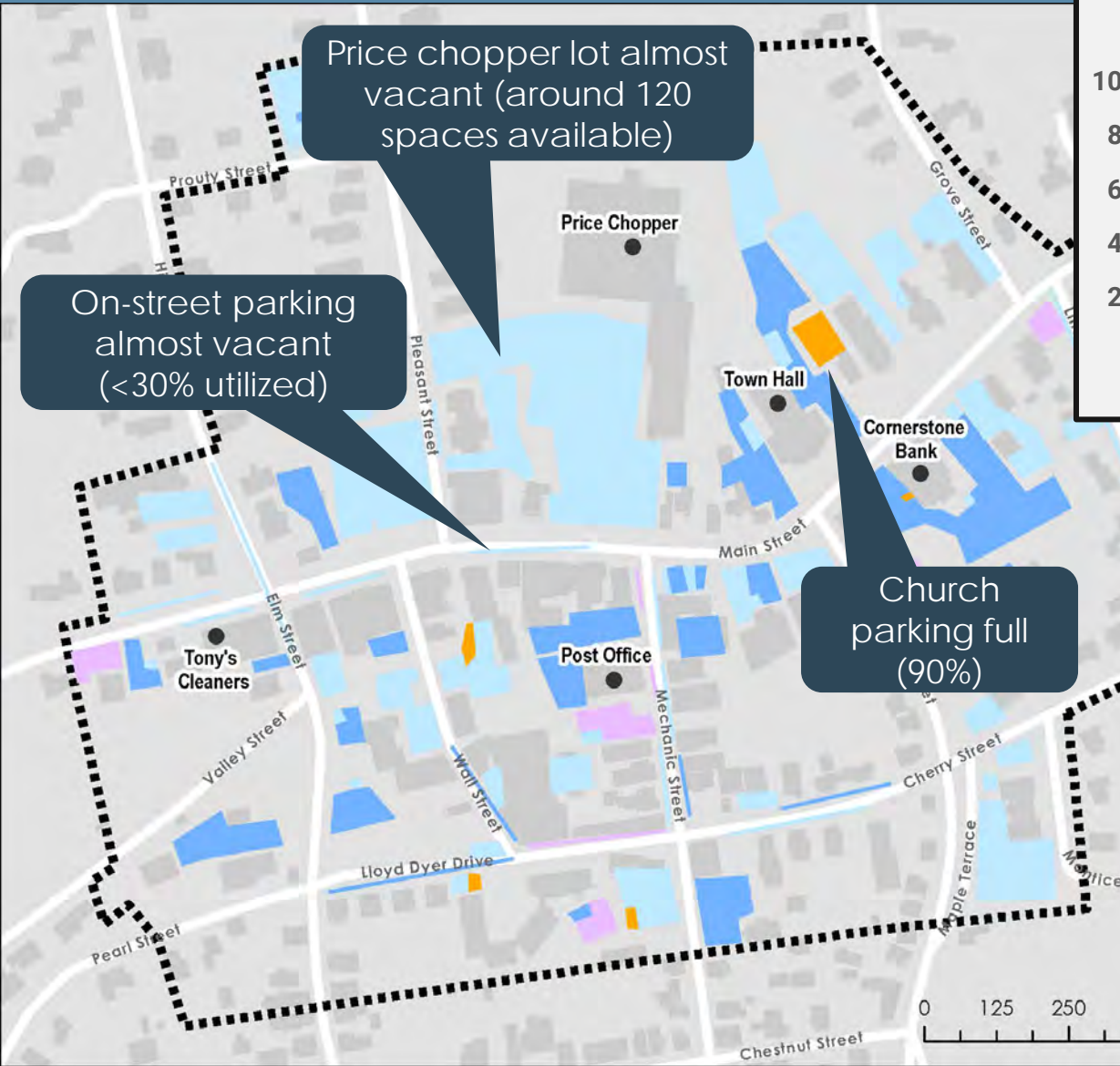
WHY?

- Understand parking demand levels
- Assess parking occupancy during Spencer peak activities



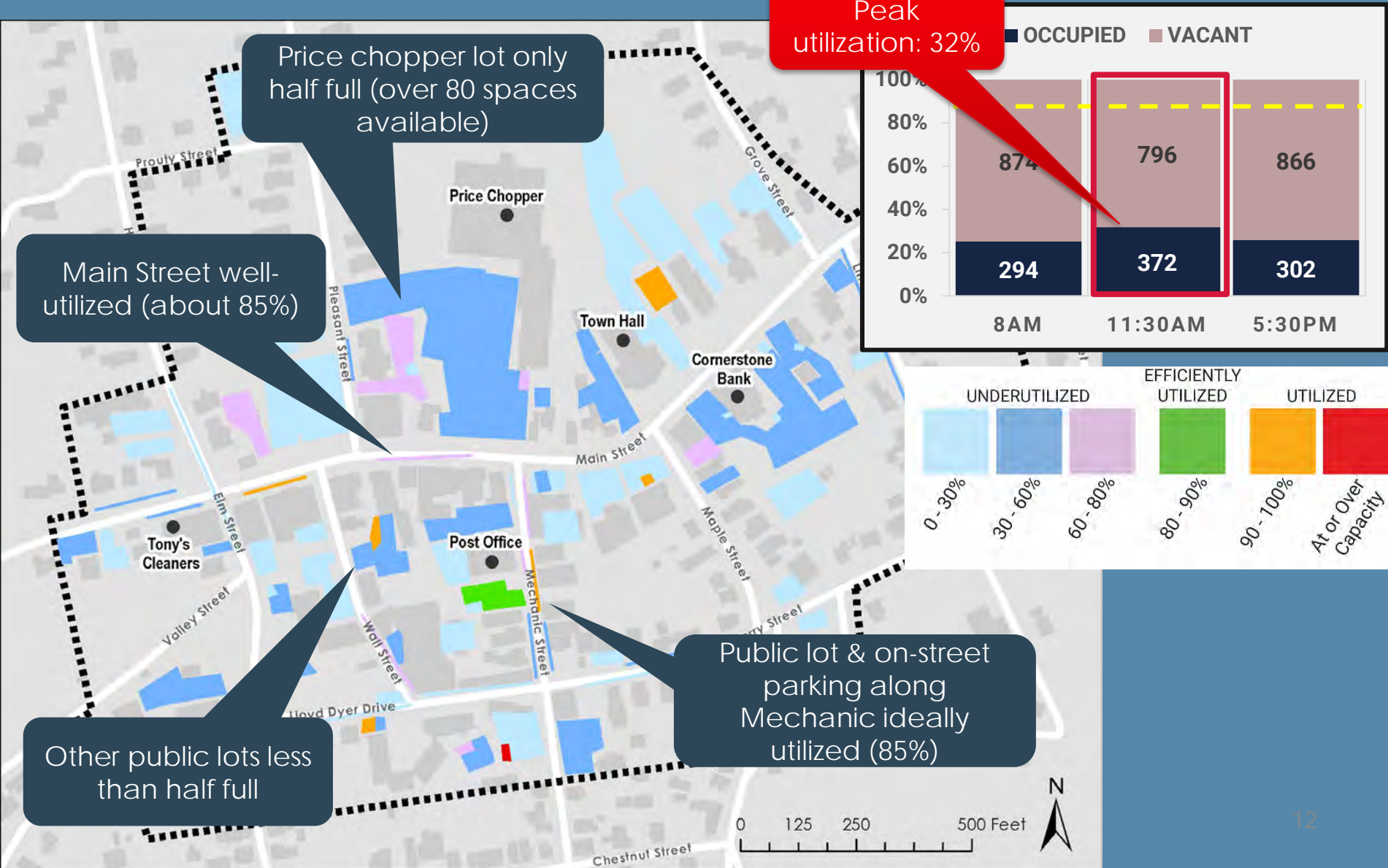
EXISTING CONDITIONS

WEEKDAY UTILIZATION-8:00AM



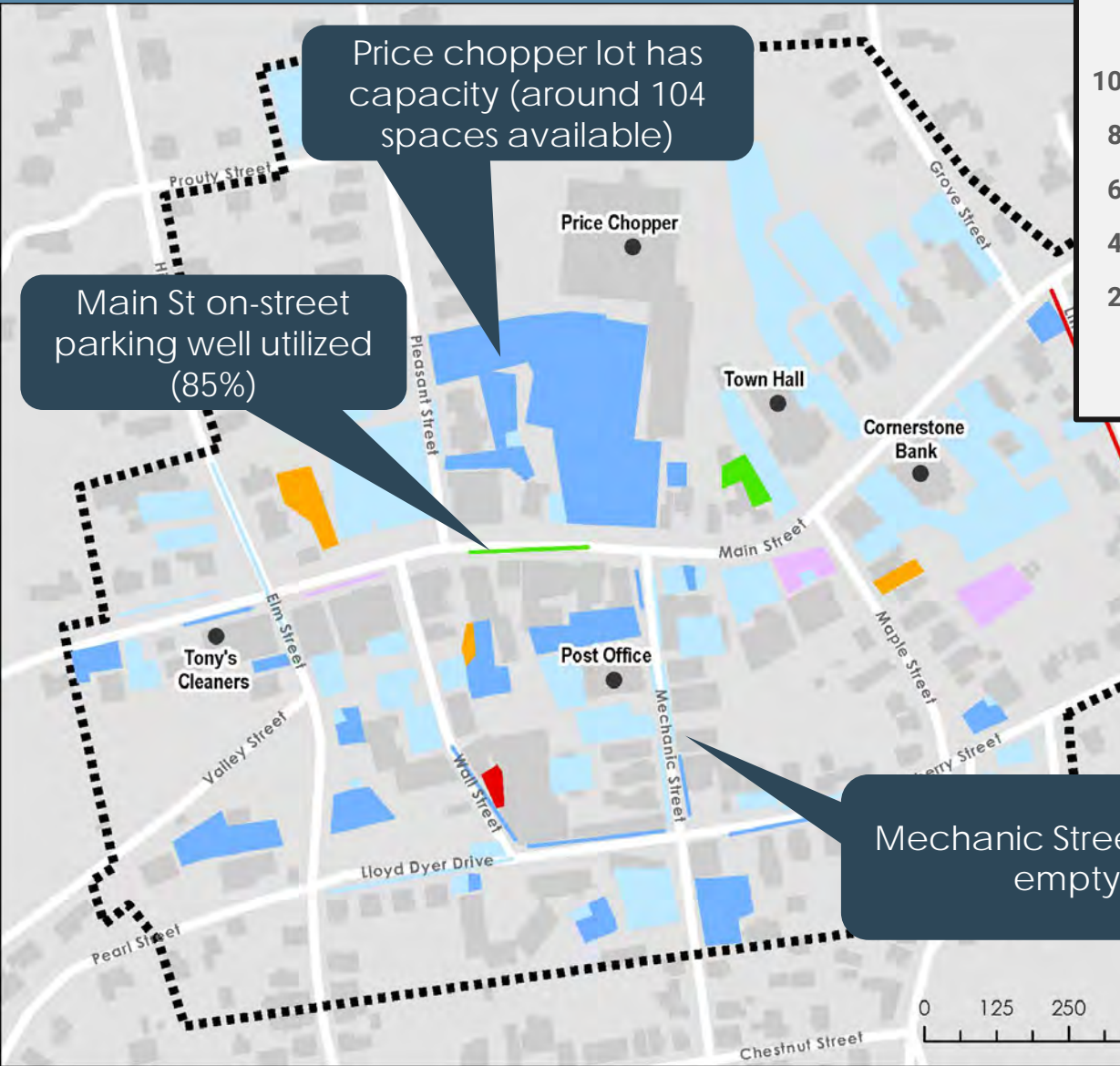
EXISTING CONDITIONS

WEEKDAY UTILIZATION-11:30AM



EXISTING CONDITIONS

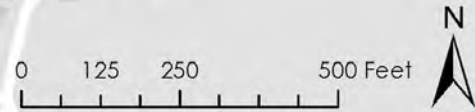
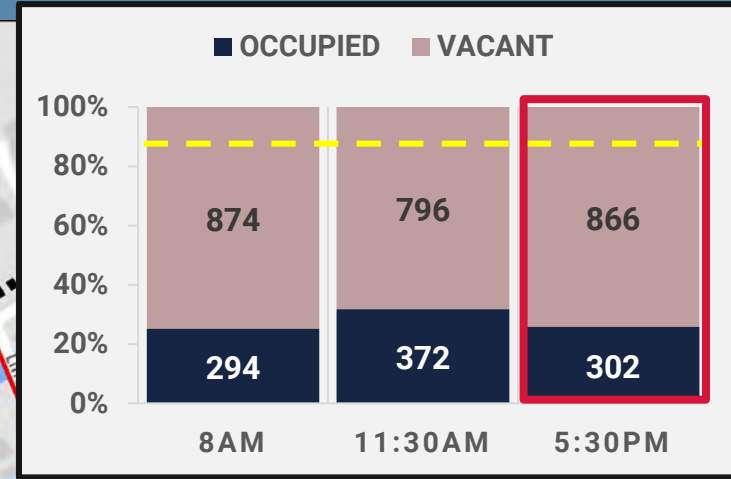
WEEKDAY UTILIZATION-5:30PM



Price chopper lot has capacity (around 104 spaces available)

Main St on-street parking well utilized (85%)

Mechanic Street nearly empty



PARKING INVENTORY & UTILIZATION FINDINGS

OVERALL

- Most off-street parking is reserved for customers and residents
- Off-street parking is never over 30% utilized
- Public parking locations are unclear and undesignated
- Parking facilities are underutilized (especially large lots adjacent to storefronts)
- Parking demand concentrates along Mechanic Street

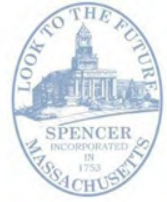




TOWN OF SPENCER



DOWNTOWN SPENCER PARKING STUDY



See current data on parking supply and use



Share your parking concerns



Tell us your ideas on how to improve parking management

JOIN US FOR AN OPEN HOUSE
(DROP IN ANYTIME)

September 16th
8:00am - 12:00pm

PUBLIC PROCESS

at Hall

157 Main Street

For more information, please email pdellaquila@spencerma.gov



PUBLIC PROCESS

Stakeholder Meetings, September 16, 2019

- Hear from key stakeholders

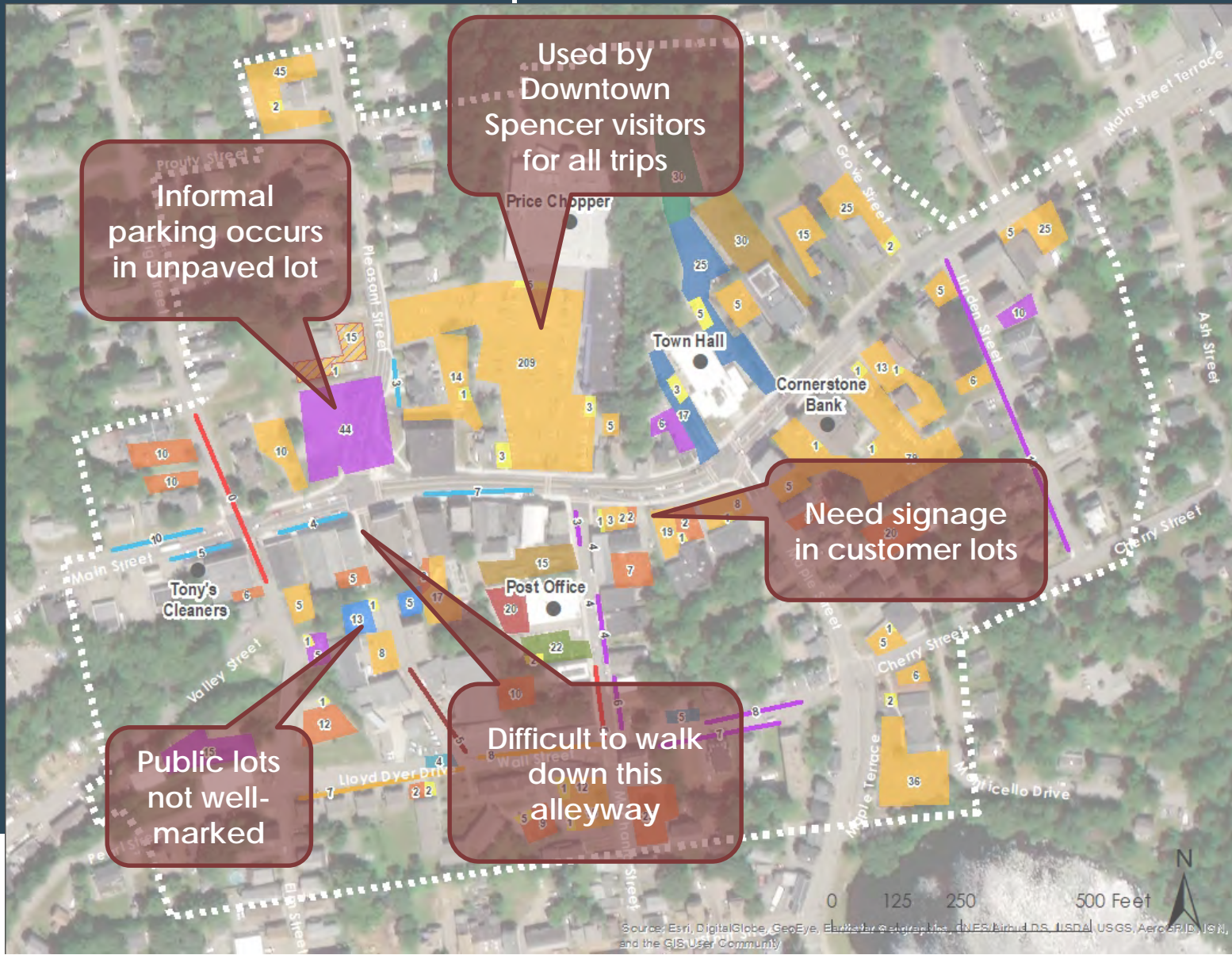
Public Open House, September 16, 2019

- Vote on parking priorities
- Map comments on issues and opportunities

Findings and Draft Recommendations

- Review utilization data
- Present draft parking improvement strategies

PUBLIC PROCESS | PUBLIC COMMENTS SUMMARY



PUBLIC PROCESS | KEY FINDINGS



Regulations are unclear

- Confusion over rules and regulations
- Parking system information unclear
- Existing parking signage is inconsistent

Downtown does not feel walkable

- Little pedestrian infrastructure connecting parking to downtown
- Alleyways between buildings area are poorly lit and unsafe (ie. broken steps, landscaping overgrown, dark parking lots)
- Main St & Pleasant St intersection difficult to cross
- Various obstacles in walking paths/sidewalks make it difficult to walk, especially for those in wheelchairs
- Wall Street is unsafe for pedestrians due to the lack of sidewalks and poor pavement markings

There is a potential for new, progressive development

- Town is unsure of parking supply with potential development and changing commercial uses
- Vacant surface lots/parcels have the potential to be parking lots

Shared parking is not promoted

- There are no official or formalized shared parking agreements



MULTIMODAL CONDITIONS

MULTIMODAL CONDITIONS



No sidewalk

Dedicated bike lane

No bicycle parking

Large curb cuts

Alleyways not well lit

No wayfinding signage

No wayfinding signage

No pedestrian connection to lots

Poor sidewalk conditions

Unclear parking signage

Unclear parking signage

Dangerous walking conditions (no pavement markings)

Turning trucks collide into dance studio










ZONING REVIEW & SHARED PARKING ANALYSIS

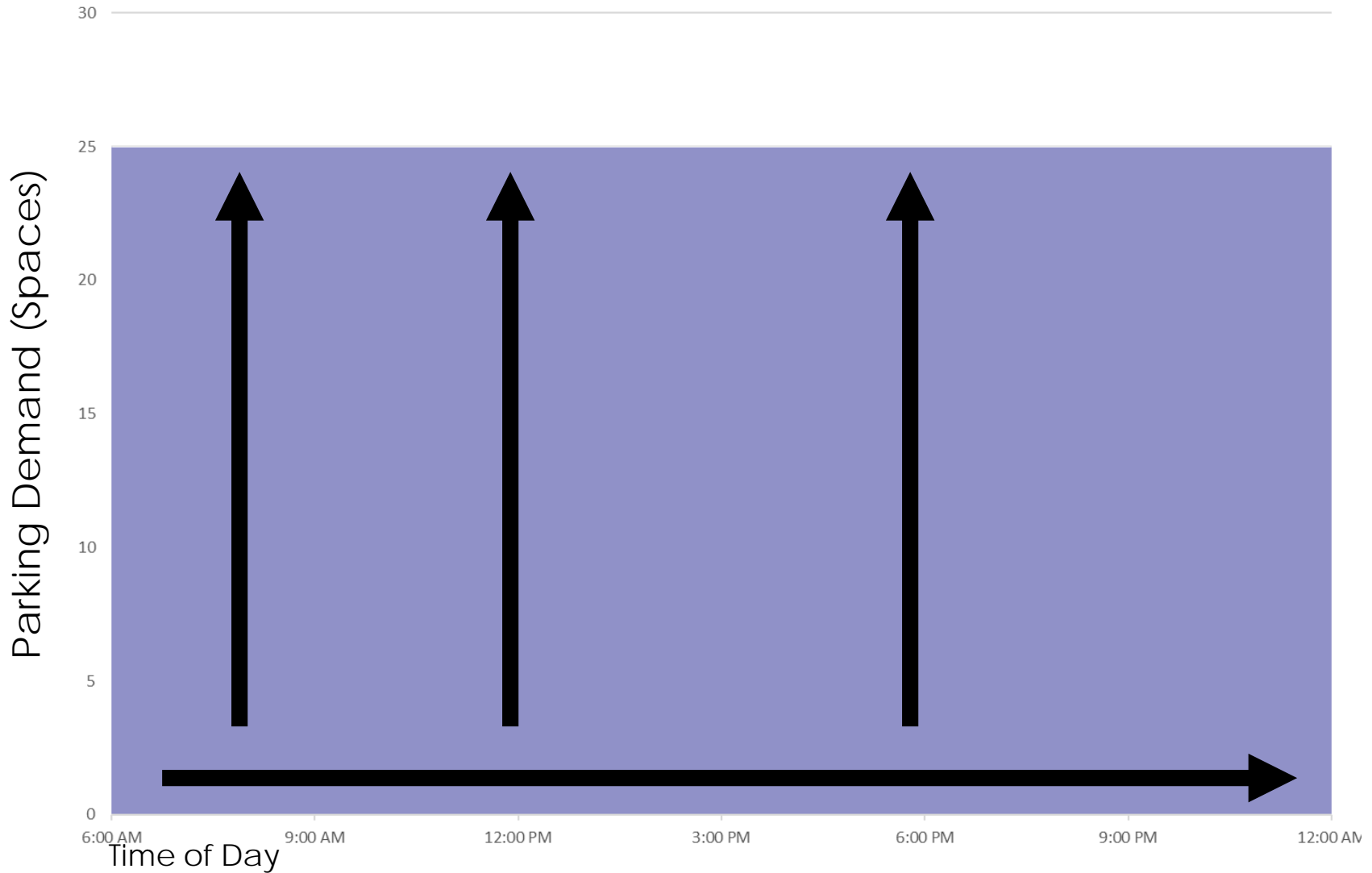
ZONING STANDARDS

Use	Spencer Req (per 1,000 sf unless otherwise noted)	National Stds (per 1,000 sf unless otherwise noted)	Above/Below
Apartments	2 (unit)	1.2 (unit)	Above
Retail	5	2.55	Above
Restaurant	10	9.44	Above
General Office	2.9	2.47	Above

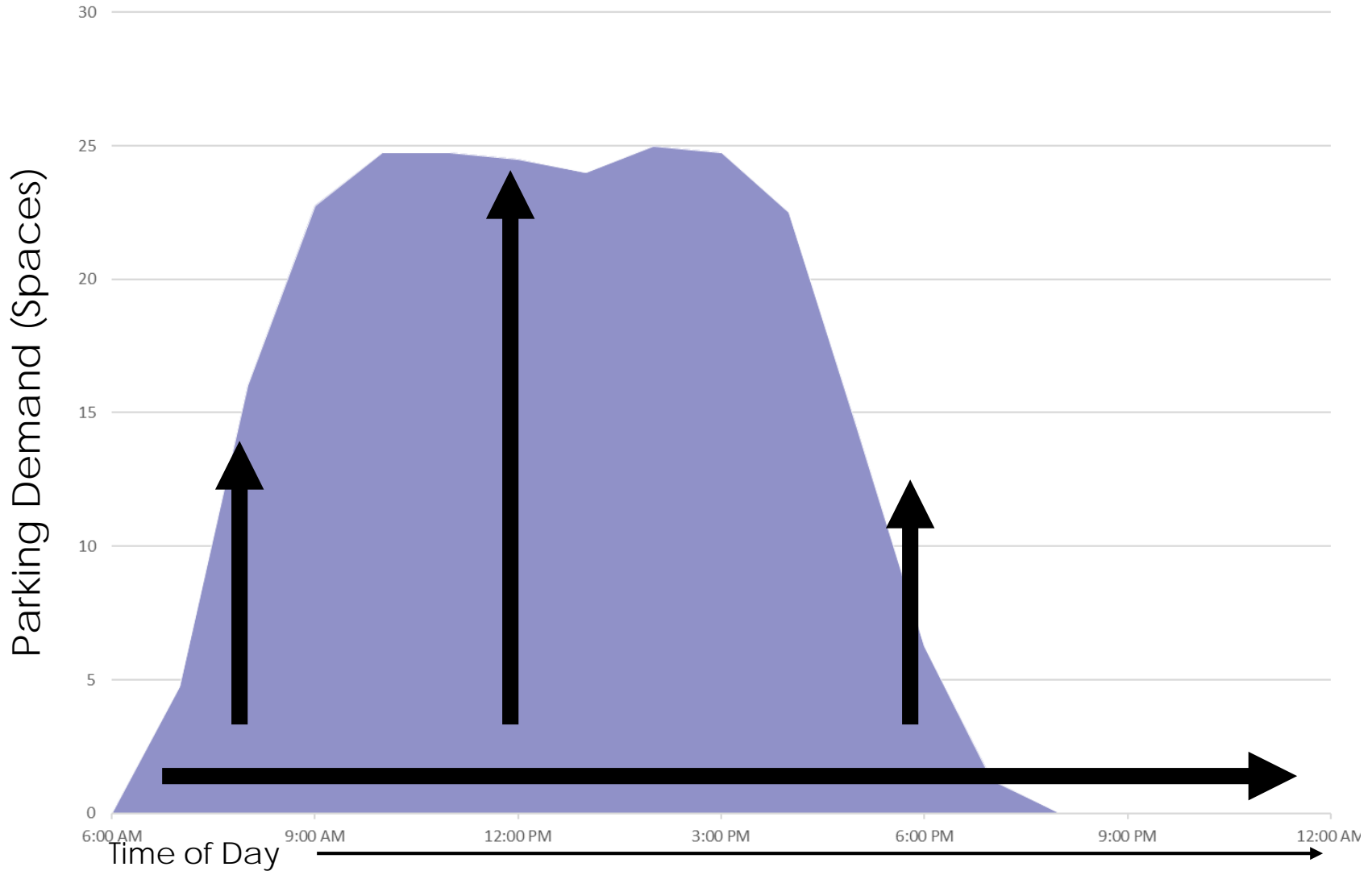
ZONING CODE REVIEW

-  Any additions to buildings must require off-street parking
-  A minimum of 50% of the required parking must be located on the same lot as the use which it serves, and any remaining required parking may be located on another lot
 - The remaining parking must be within 800ft of the use and also requires a permanent parking easement
-  Multiple uses that exist on the same lot (within the same building) must provide separate parking to accommodate each use
-  Parking requirement reductions can occur only with an issuance of a special permit
-  There are no regulations that require bicycle facilities or parking
-  Landowners must sign a notarized statement (filed with the Building Inspector) to have signs placed on their properties
-  There are no parking requirements specific to the Town Center

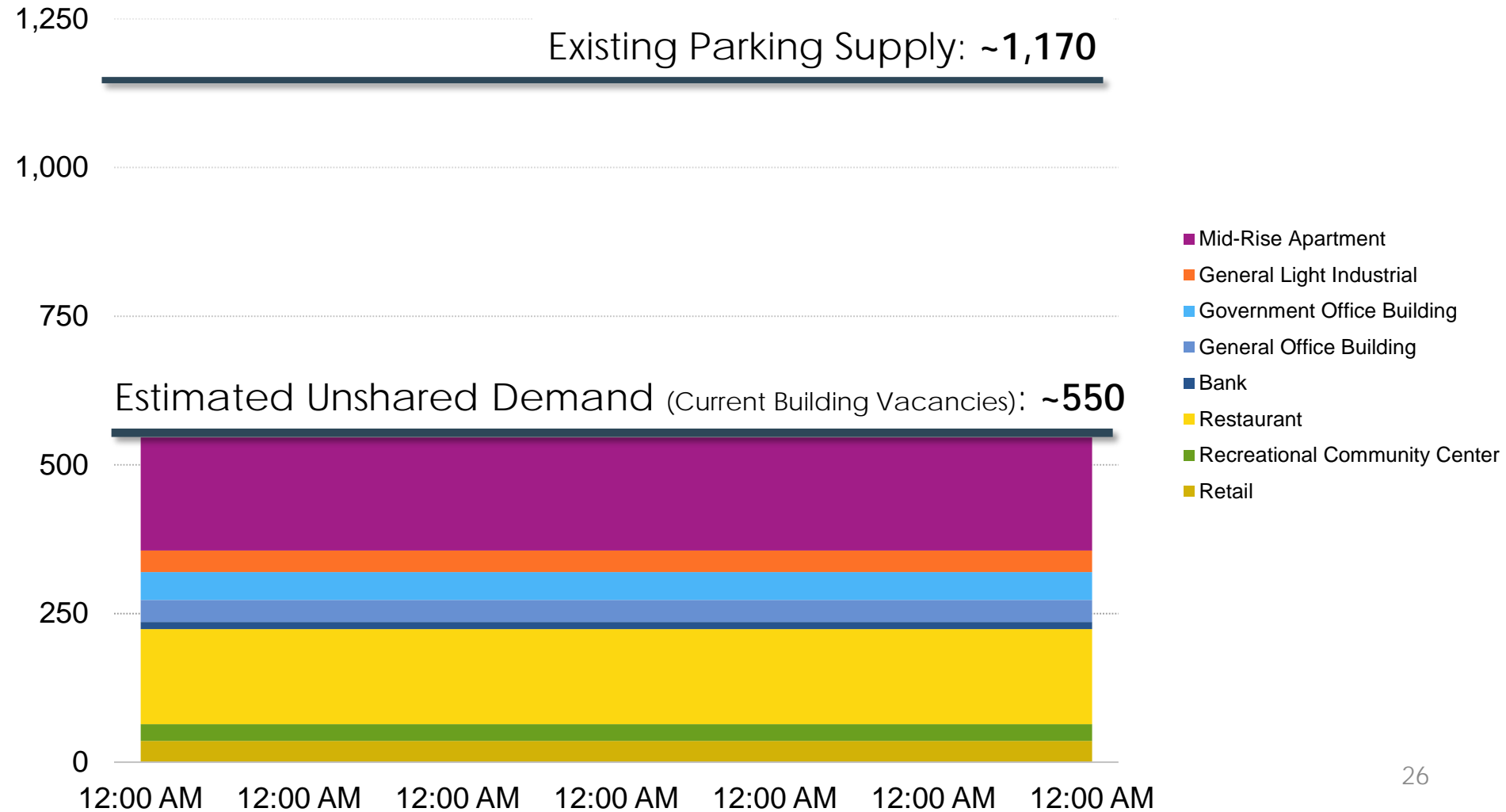
TYPICAL PARKING DEMAND ANALYSIS: OFFICE USE



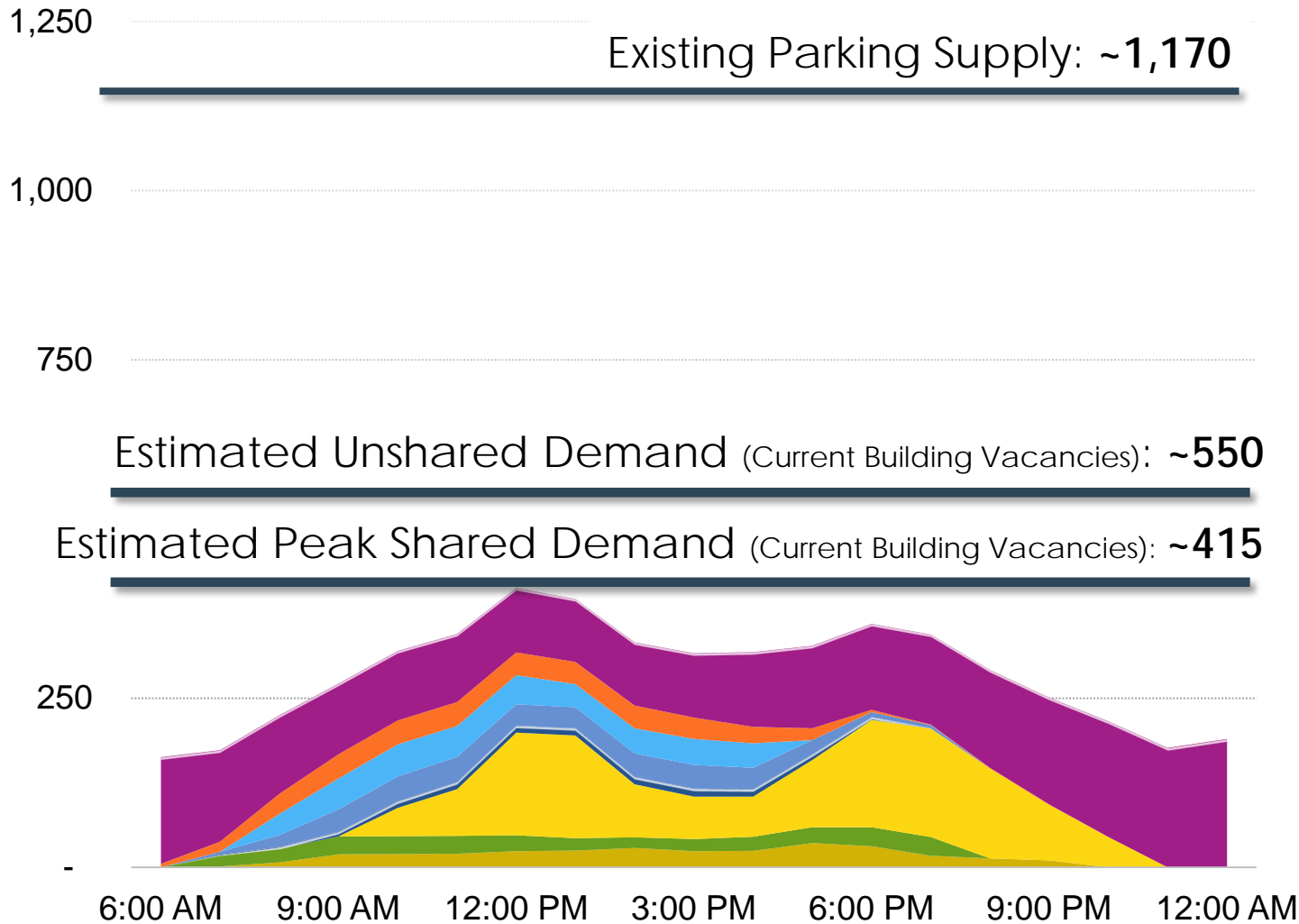
REAL DEMAND PROFILE: OFFICE USE



PARKING ANALYSIS: PRELIMINARY FINDINGS

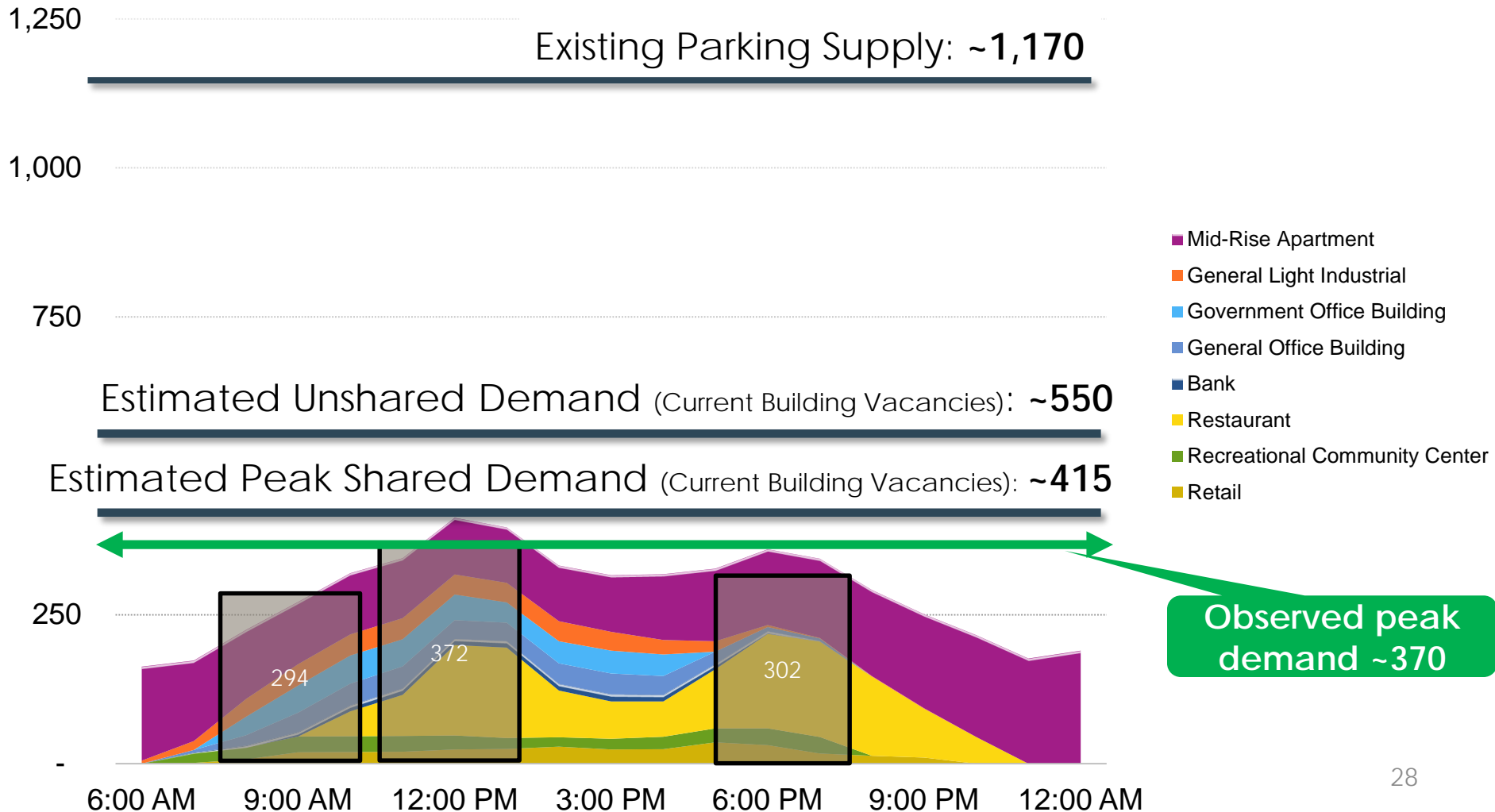


ESTIMATED REAL DEMAND: PRELIMINARY FINDINGS + UTILIZATION

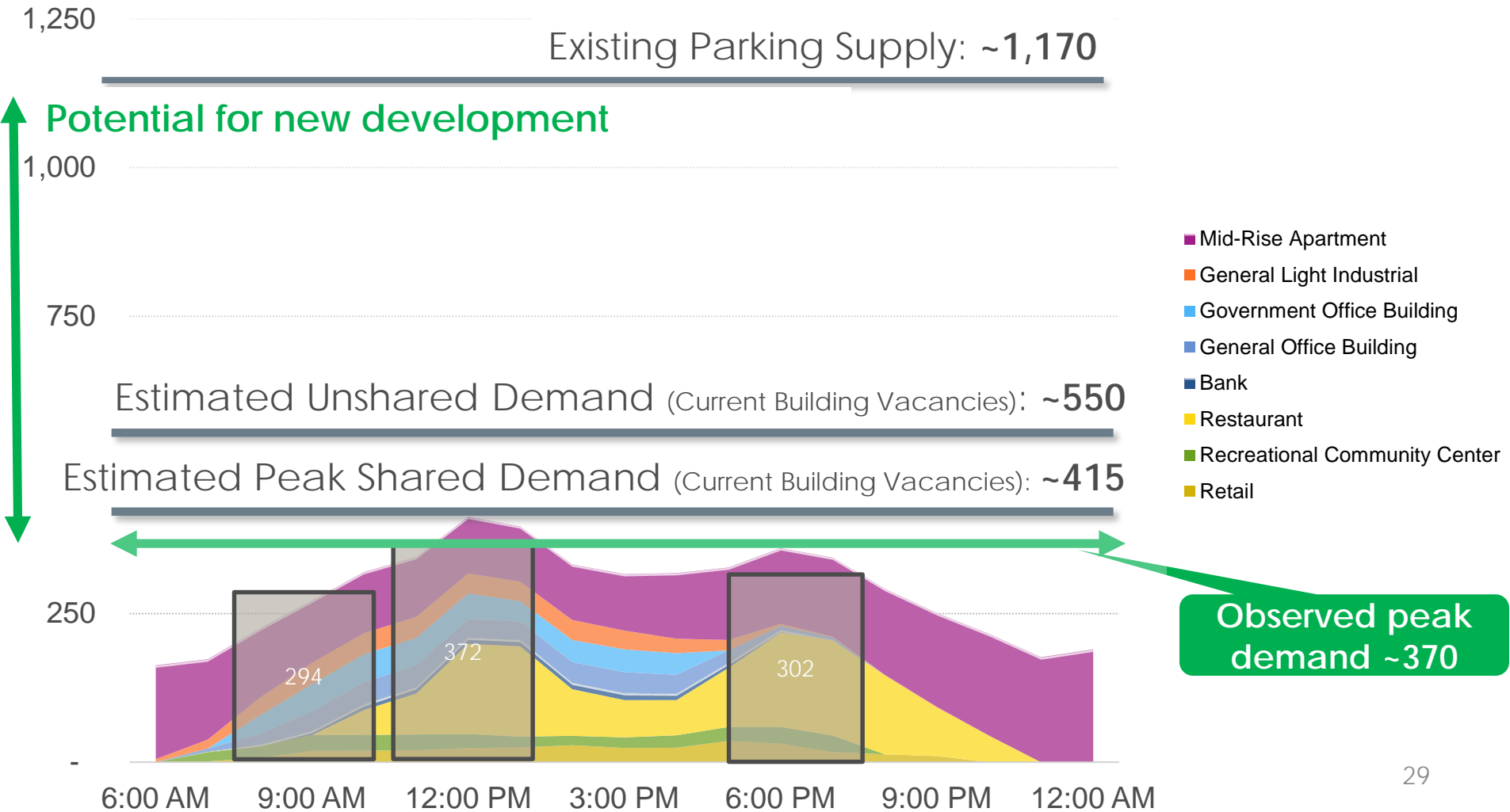


- Mid-Rise Apartment
- General Light Industrial
- Government Office Building
- General Office Building
- Bank
- Restaurant
- Recreational Community Center
- Retail

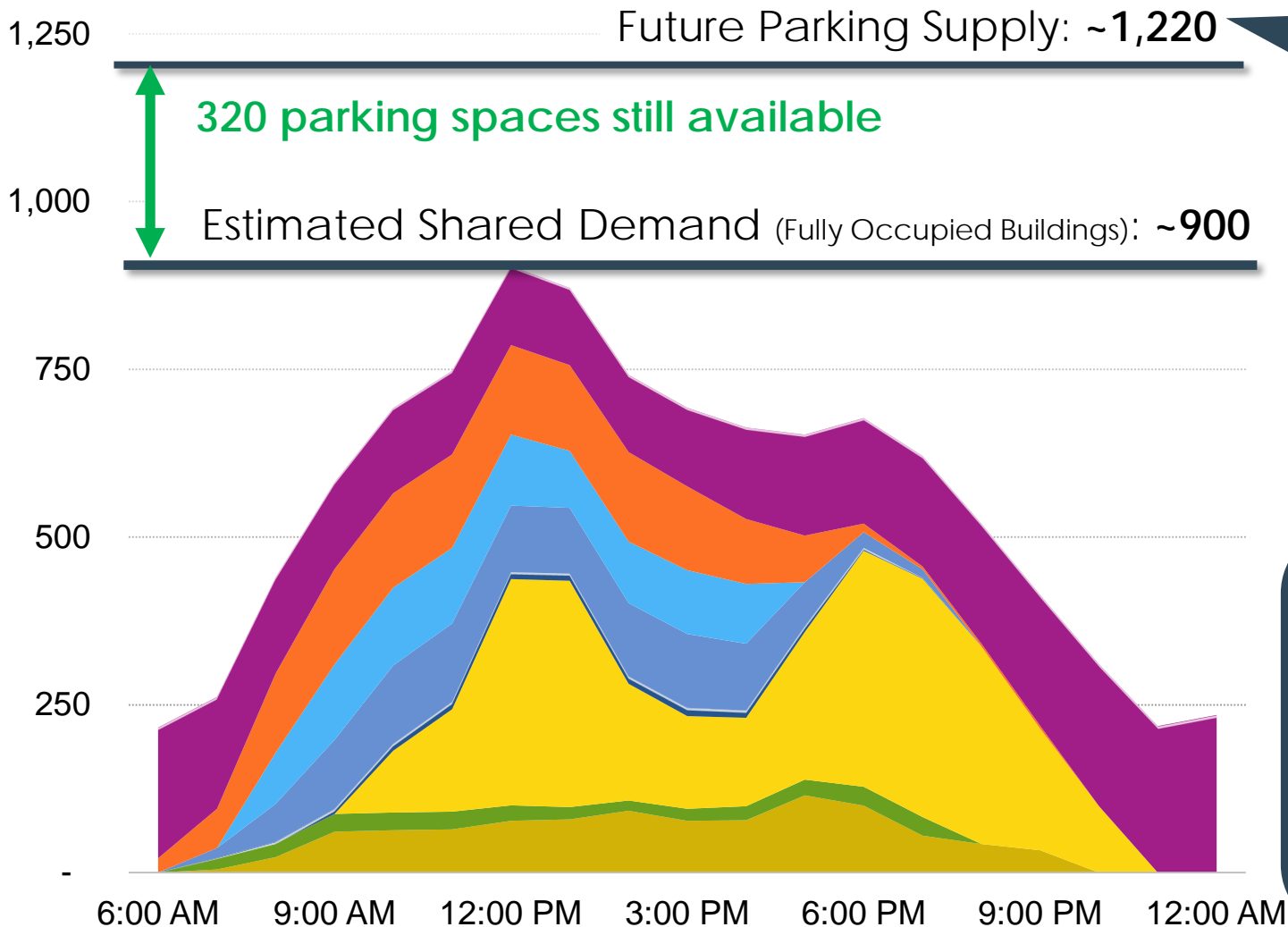
ESTIMATED REAL DEMAND: PRELIMINARY FINDINGS + UTILIZATION



ESTIMATED REAL DEMAND: UTILIZATION + DEMAND POTENTIAL



SHARED PARKING ANALYSIS: FUTURE SCENARIO 1 – NO BUILDING VACANCIES



Includes ~50 additional spaces at new Mechanic Lot

- Mid-Rise Apartment
- General Light Industrial
- Government Office Building
- General Office Building
- Bank
- Restaurant
- Recreational Community Center
- Retail

Includes full occupancy of all buildings, including more residential units at the Sugden Block, 20,000 sqft of retail & restaurant, and 10,000 sqft of more office space



DRAFT STRATEGIES

DRAFT STRATEGIES

1. Increase wayfinding & signage
2. Pursue and promote shared parking agreements
3. Increase on-street time limits
4. Provide information on public parking facilities
5. Invest in upgrades to public parking lots
6. Invest in multimodal infrastructure

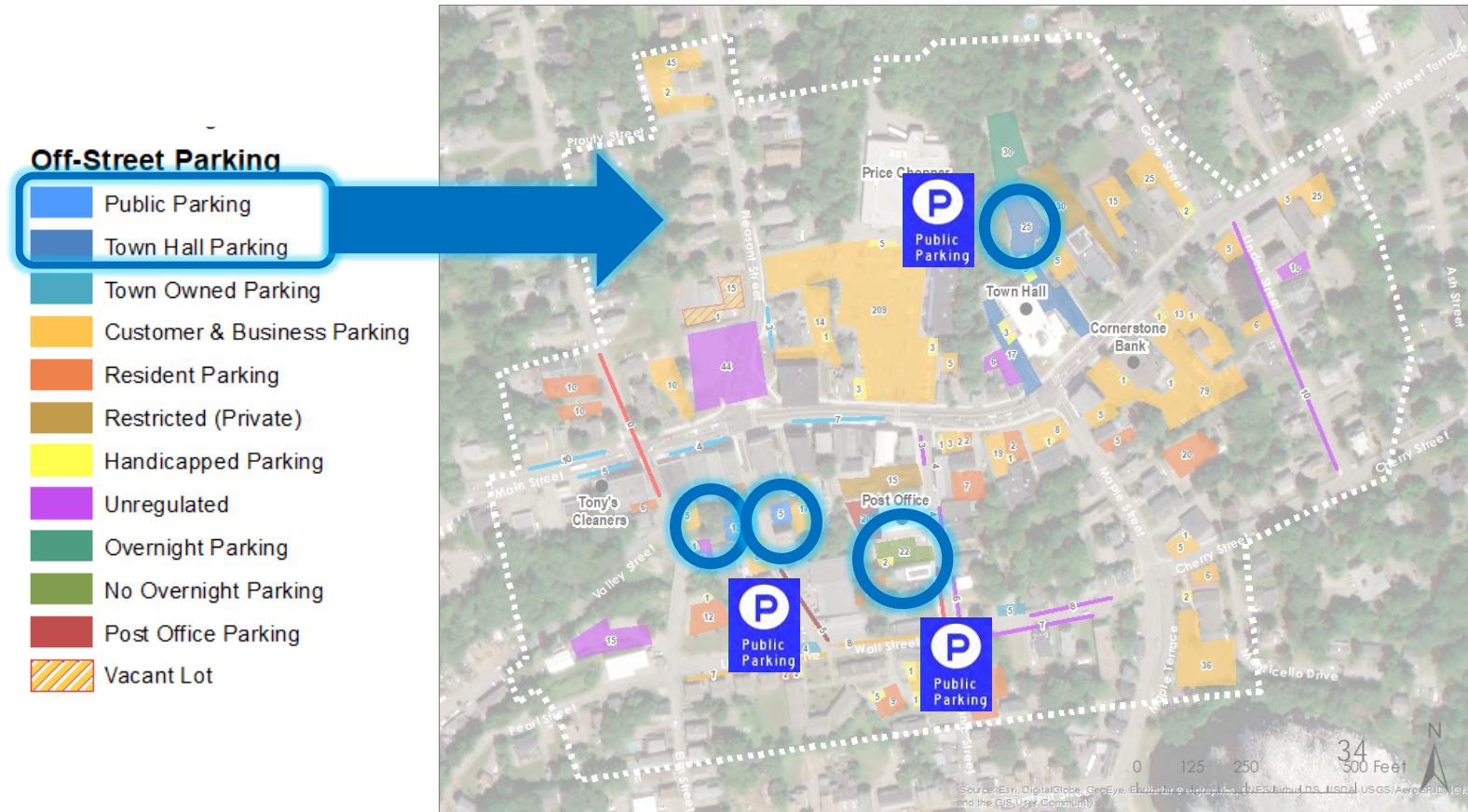
1. Increase wayfinding & signage

- Add wayfinding signage to off-street lots & key Downtown “entrance” areas
- Use parking and gateway wayfinding signage to:
 - Intercept vehicle traffic
 - Direct people to other locations downtown
 - Provide estimated walk times
 - Help customers return to their vehicles
 - Help people on bikes find their way to/through downtown destinations
- Enhance visibility of public parking facilities
 - Encourage long-term parkers to use more remote lots, leaving on-street parking for short-term visitors



1. Increase wayfinding & signage

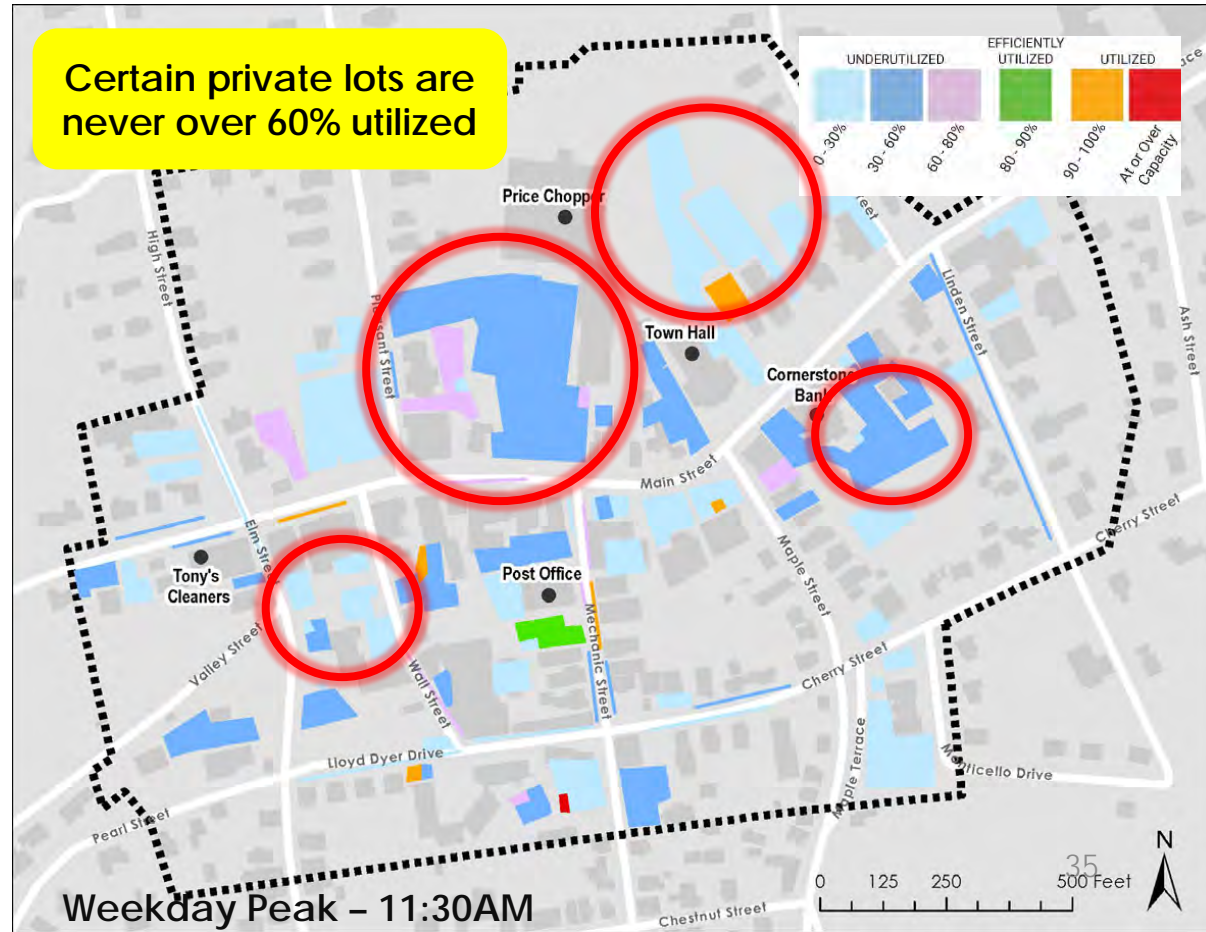
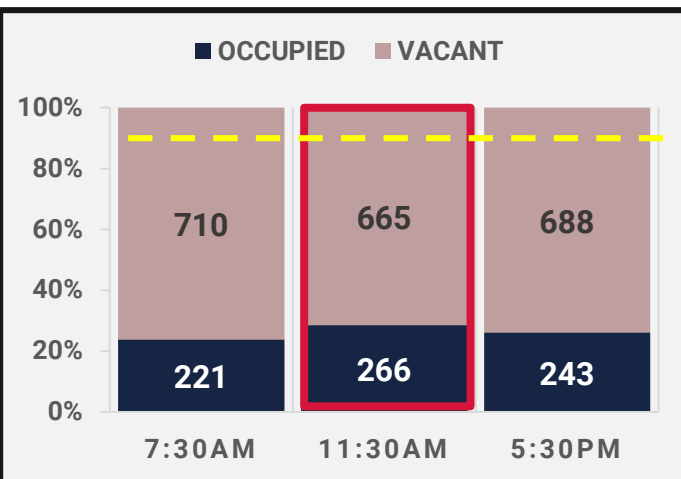
- Create a wayfinding signage plan
 - Designate specific locations to place gateway & parking signs



2. Pursue and promote shared parking agreements

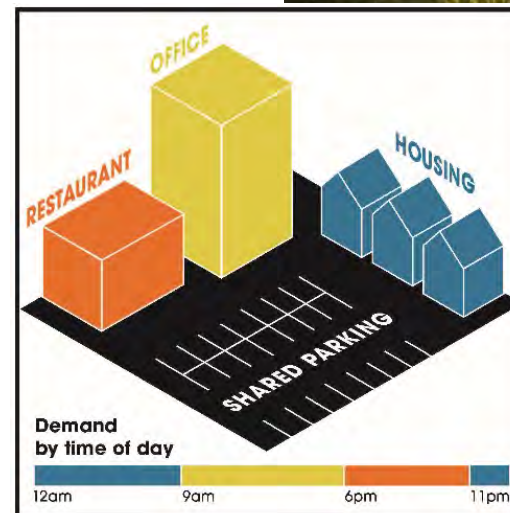
- Identify potential off-street lots for shared parking

Private Off-Street Parking Utilization



2. Pursue and promote shared parking agreements

- Provide public incentives for private lot owners (ex. Price Chopper) to encourage sharing, such as:
 - Snow clearance
 - Shared metered revenue
 - Signage
- Keep sample agreements on file at Town hall
- Review zoning bylaws to assess how shared parking is recorded and managed



2. Pursue and promote shared parking agreements

- Restructure Price Chopper lot & consolidate parking behind Main St
 - Make parking facility more attractive and safer
 - Promote parking close to commercial area
 - Create employee designated parking spaces
 - Add more green space to Downtown



Add parking signage



Add lighting



Repave parking spaces and directional arrows

2. Pursue and promote shared parking agreements

Rough calculation estimates ~140 parking spaces

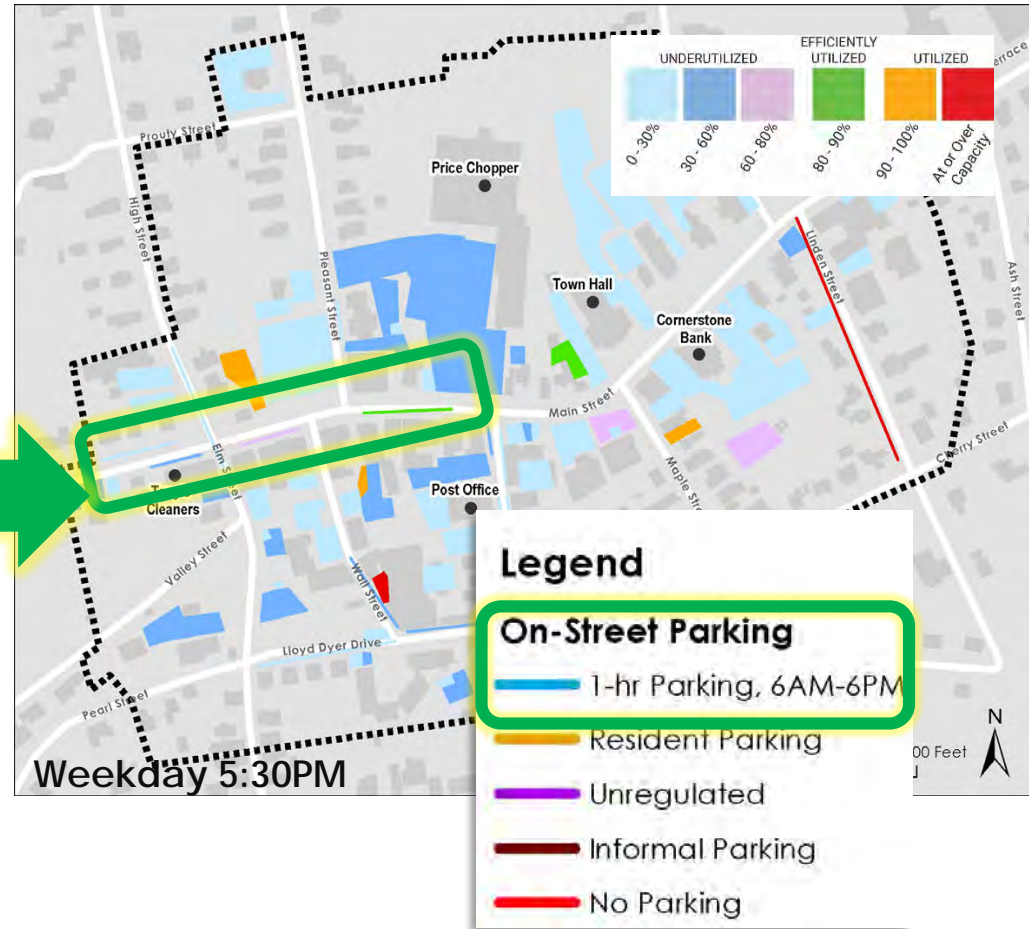
Long-term: Consolidate Parking



3. Increase on-street time limits

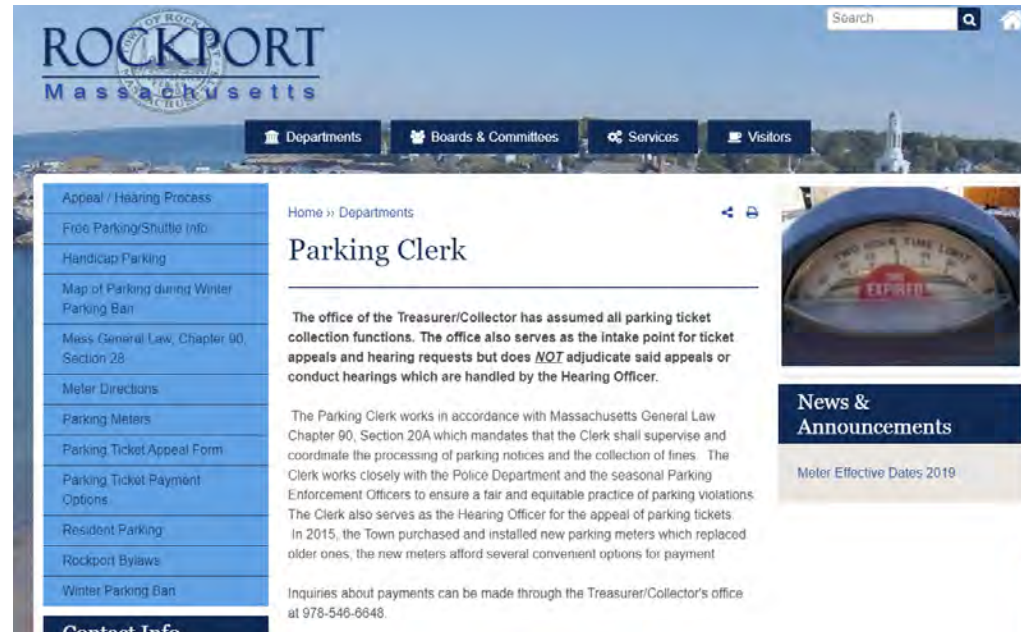
- Extend time limits from 1 to 2 - 3 hours
 - Time limits are not business and customer friendly
 - Allow for longer visits to Downtown Spencer

**2-hr Time limit,
6AM-6PM**



3. Increase on-street time limits

- Monitoring parking utilization
 - Enforce parking on Main Street to encourage patrons to park adjacent to storefronts
 - Better spread demand over time

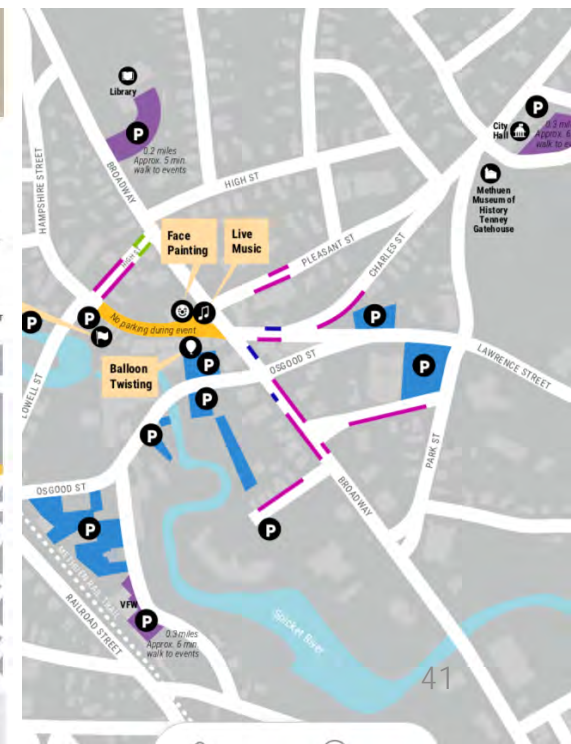
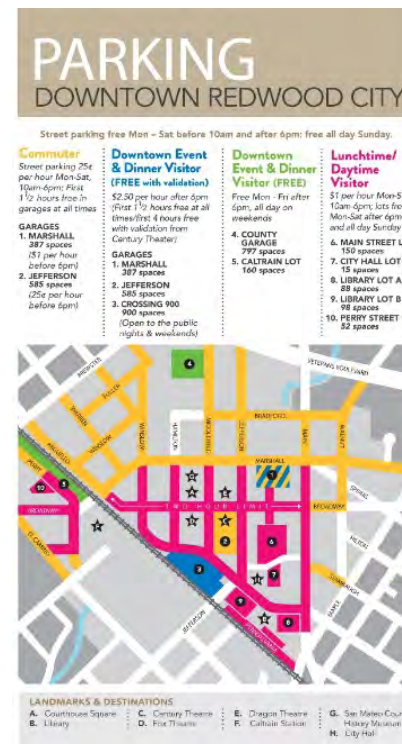
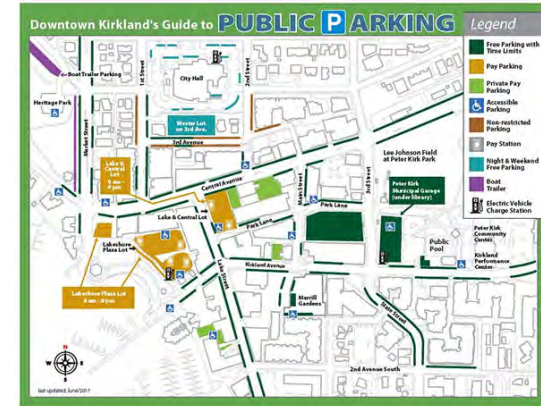


The screenshot shows the official website for Rockport, Massachusetts. The header includes the town's name and logo, a search bar, and navigation links for Departments, Boards & Committees, Services, and Visitors. The main content area is titled "Parking Clerk" and features a sidebar with various links such as "Appeal / Hearing Process", "Free Parking/Shuttle Info", and "Handicap Parking". The main text explains that the Treasurer/Collector's office handles parking ticket collection and appeals, and provides information about the Parking Clerk's role and contact details.



4. Provide information on public parking facilities

- Publish a user-friendly parking map on the Town website
 - Delineate parking locations and regulations in a public-friendly format
 - Leave on-street parking for short-term visitors
 - Create a map of parking facilities for special events such as the *Spencer Street Party*



5. Invest in upgrades to public parking facilities

- Create a “park once” environment by improving parking experience

*Public lots in
Downtown lack
pavement markings,
bollards, chains,
attractive signage,
landscaping, and
lighting*



5. Invest in upgrades to public parking facilities

- Formalize parking facilities on Mechanic Street (on & off-street)
 - Add pavement markings for on-street parking
 - Add signage to public municipal lots



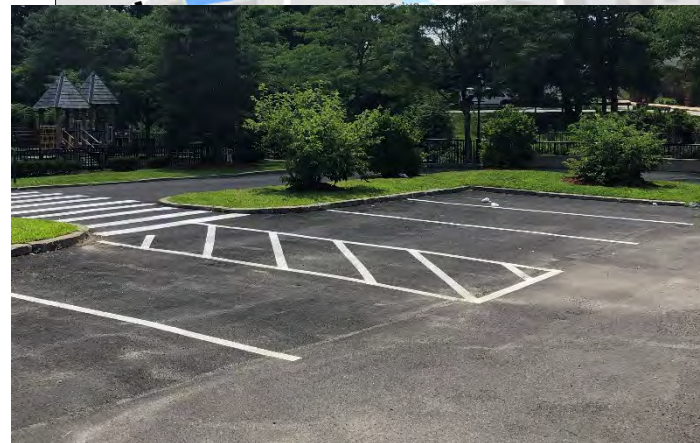
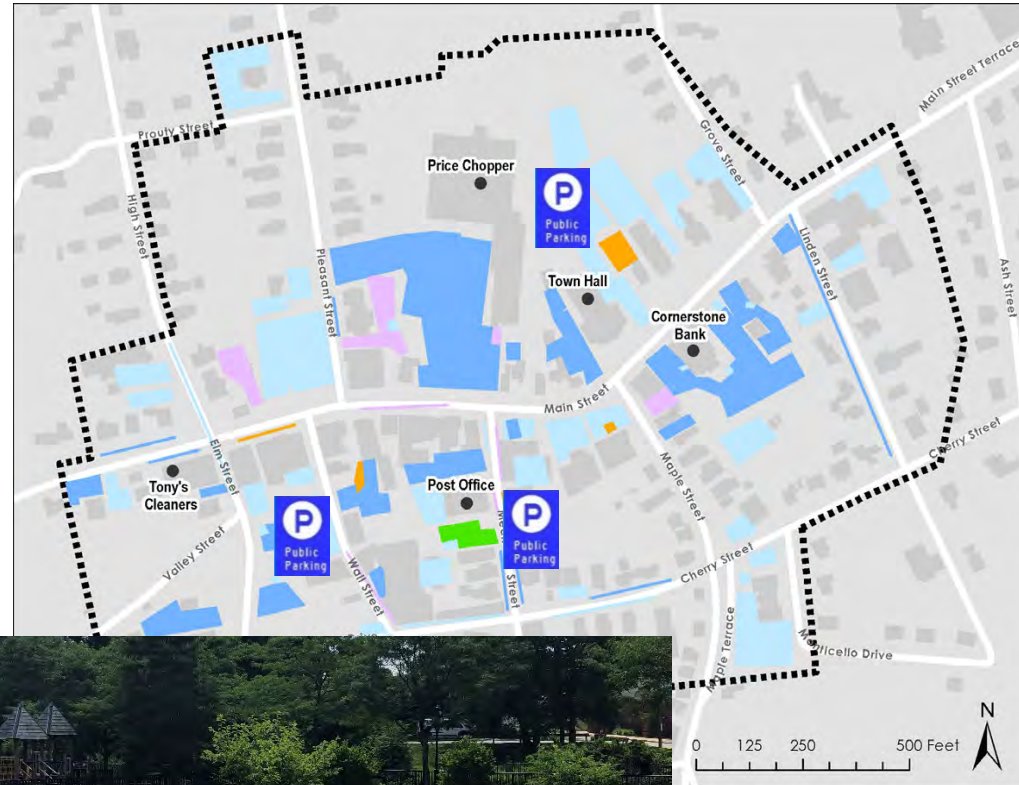
Existing



Proposed

5. Invest in upgrades to public parking facilities

- Invest in infrastructure and signage upgrades to current public parking lots
 - Create standardized signage for public facilities
 - Add lighting
 - Pave parking spaces
 - Add crosswalks (where needed)



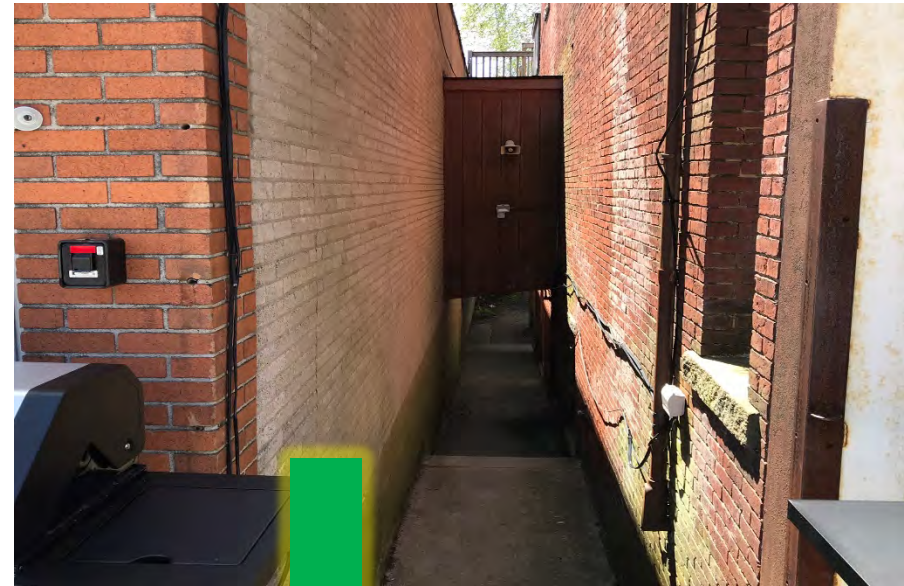
5. Invest in upgrades to public parking lots

- Assess the feasibility of creating a public lot off Main Street
 - Discuss sharing possibilities with landowners
 - Implement signage
 - Repave lot
 - Add pavement markings and landscaping
 - Invest in bicycle parking



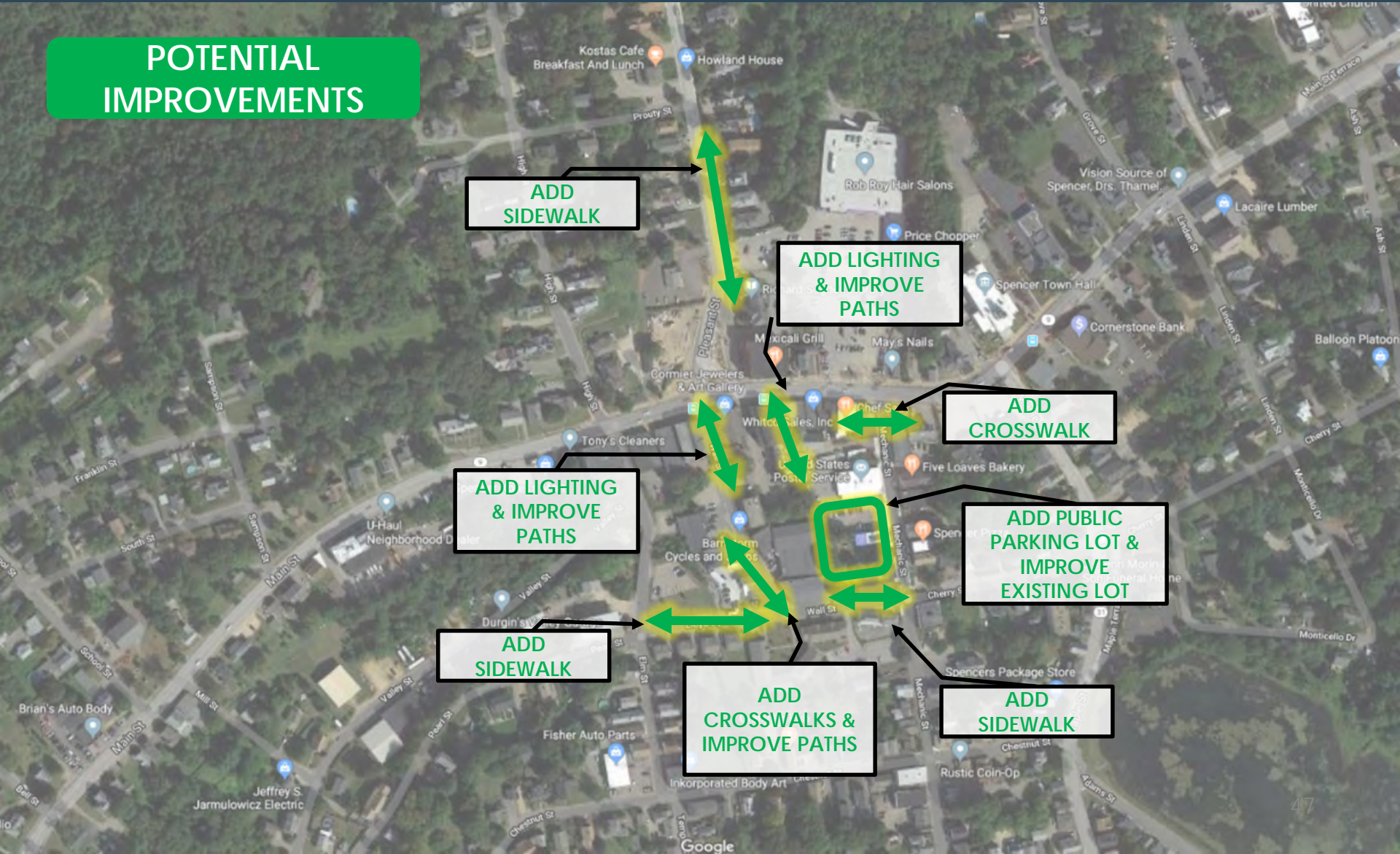
6. Invest in multimodal infrastructure

- Beautify alleyways
 - Add parking signs for those on foot
 - Create a connection from uses south of Main Street
 - Make Downtown feel more walkable
 - Connect parking facilities off Main Street
 - Repair sidewalks



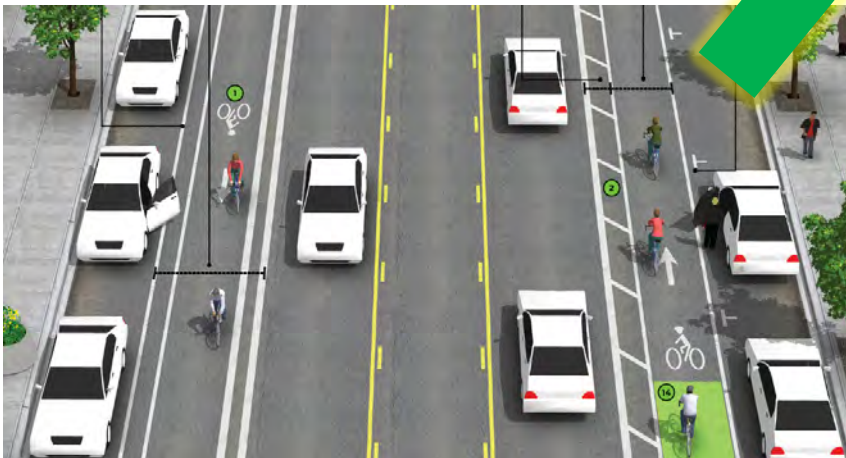
6. Invest in multimodal infrastructure

POTENTIAL IMPROVEMENTS



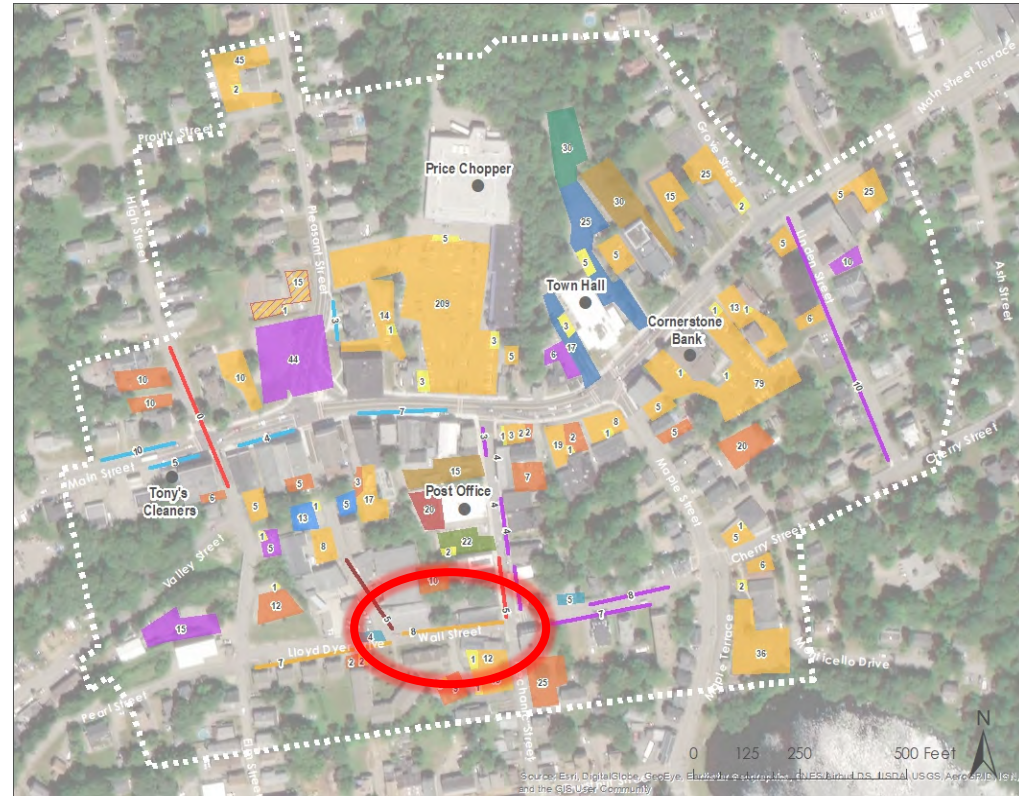
6. Invest in multimodal infrastructure

- Promote bicycle facilities in Downtown
 - Complete Streets grant benefits
 - Create additional bicycle parking facilities on Main St and adjacent to parking lots
 - Add sharrows on Pleasant St
 - Add 2-3 ft buffer pavement markings for bicyclists (ROW has capacity)

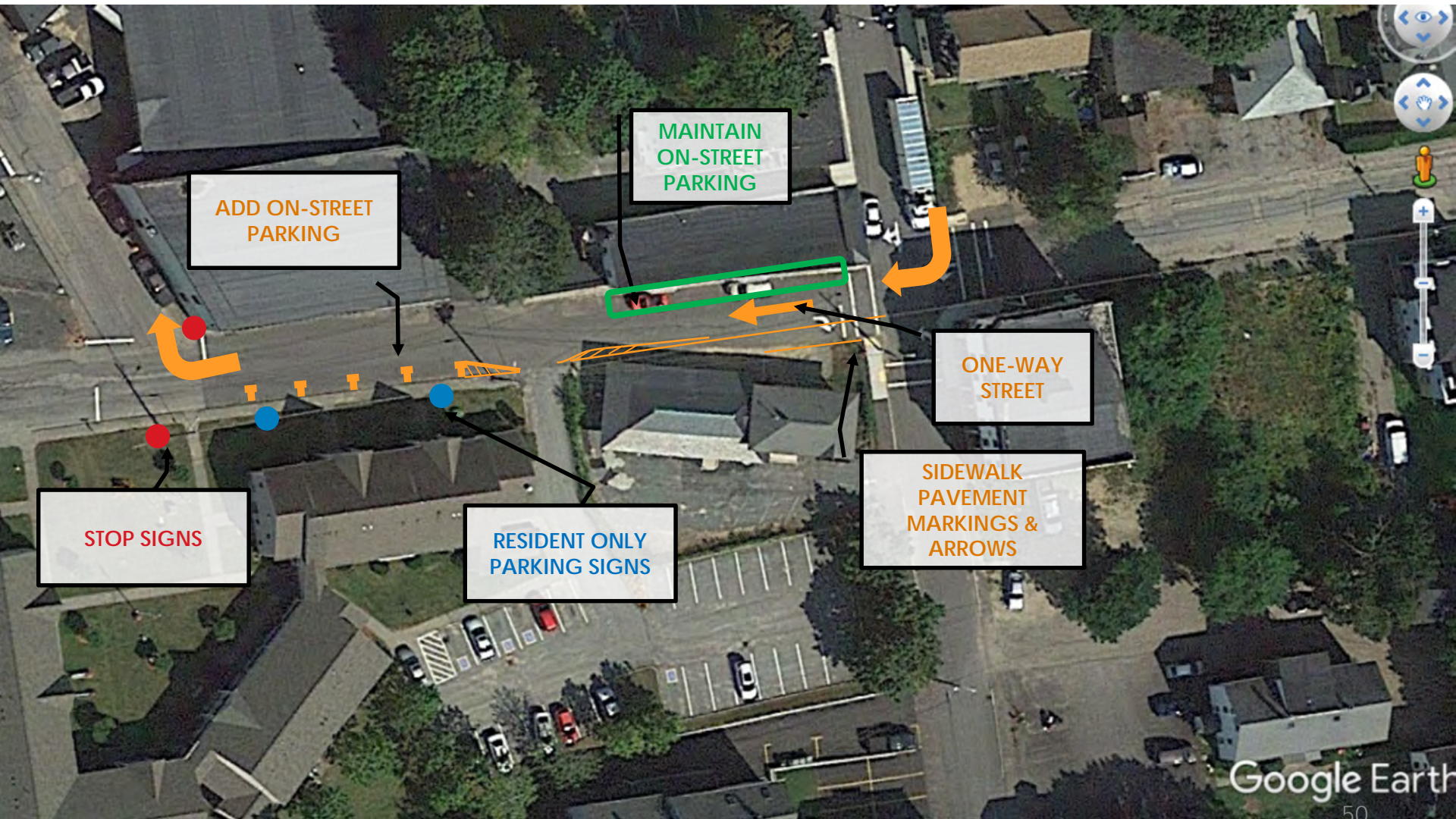


6. Invest in multimodal infrastructure

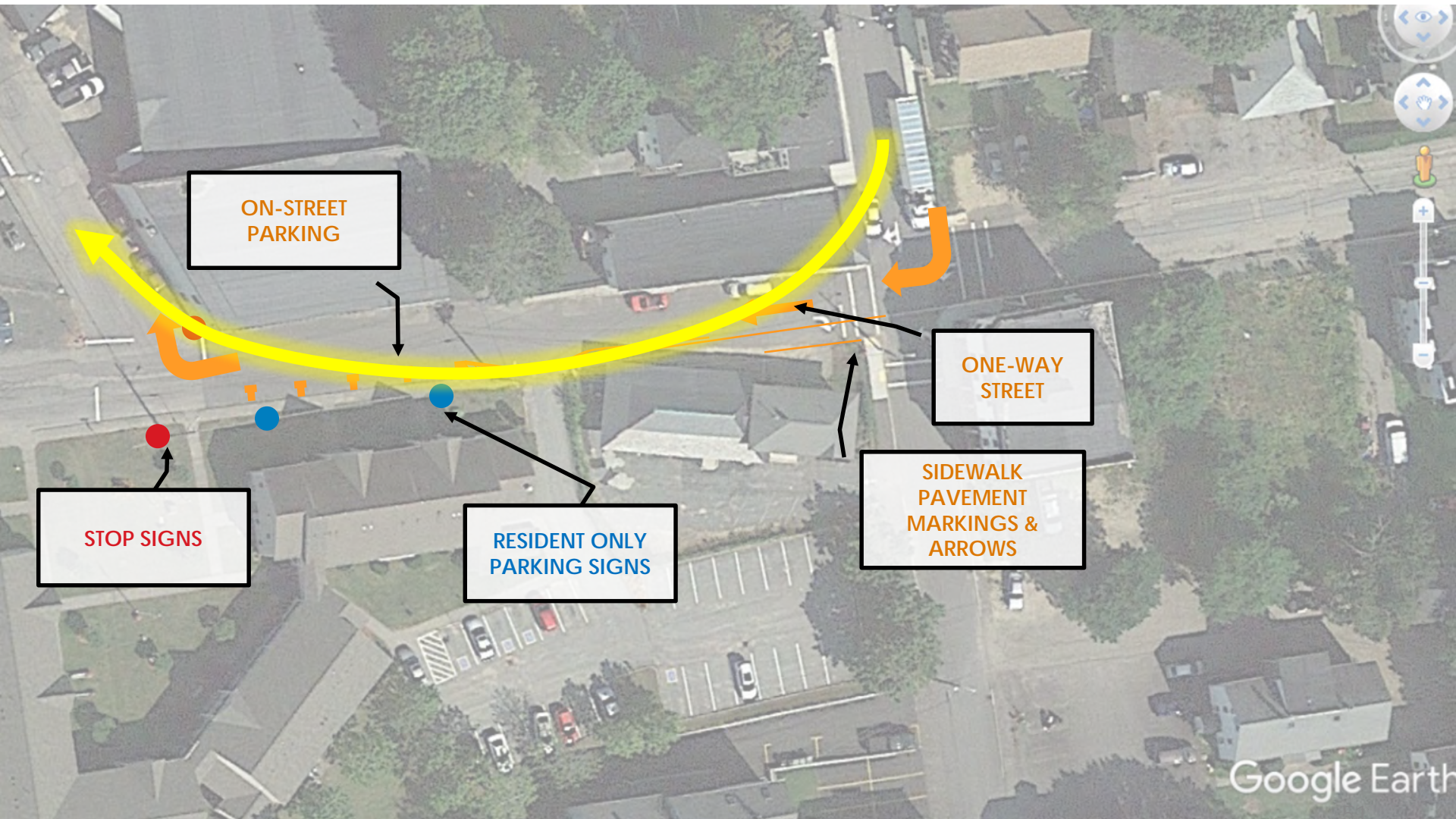
- Calm traffic along Wall Street
 - Implement components of Wall St Traffic Evaluation Memo
 - Make Wall Street one-way
 - Make Wall Street more walkable
 - Add on-street parking in front of residences
 - Add safe pedestrian accommodations from Lloyd Dyer Drive residences to Mechanic Street



6. Invest in multimodal infrastructure



6. Invest in multimodal infrastructure



DRAFT STRATEGIES

1. Increase wayfinding & signage

1. Add wayfinding signage to off-street lots & key Downtown “entrance” areas
2. Create a wayfinding signage plan

2. Pursue and promote shared parking agreements

1. Identify potential off-street lots for shared parking
2. Restructure Price Chopper Lot
3. Monitoring parking utilization

3. Increase on-street time limits

1. Extend time limits from 1 to 2/3 hours

4. Provide information on public parking facilities

1. Publish a user-friendly parking map on the Town website

5. Invest in upgrades to public parking lots

1. Create a “park once” environment by improving parking experience
2. Formalize parking facilities on Mechanic Street (on & off-street)
3. Invest in infrastructure and signage upgrades to current public parking lots
4. Assess the feasibility of creating a large public lot behind Main Street

6. Invest in multimodal infrastructure

1. Beautify alleyways
2. Promote bicycle facilities in Downtown
3. Implement traffic calming infrastructure at Wall Street



CVS
pharmacy

**Price
Chopper**
Super Center

THANK YOU!

APPENDIX E | SAMPLE SHARED PARKING AGREEMENTS

Sample Shared Parking Agreements

Model - Shared Use Agreement for Parking Facilities

This Shared Use Agreement for Parking Facilities, entered into this ____ day of _____, _____, between _____, hereinafter called lessor and _____, hereinafter called lessee. In consideration of the covenants herein, lessor agrees to share with lessee certain parking facilities, as is situated in the City of _____, County of _____ and State of _____, hereinafter called the facilities, described as: [Include legal description of location and spaces to be shared here, and as shown on attachment 1.]

The facilities shall be shared commencing with the ____ day of _____, _____, and ending at 11:59 PM on the ____ day of _____, _____, for [insert negotiated compensation figures, as appropriate]. [The lessee agrees to pay at [insert payment address] to lessor by the ____ day of each month [or other payment arrangements].] Lessor hereby represents that it holds legal title to the facilities

The parties agree:

1. USE OF FACILITIES

This section should describe the nature of the shared use (exclusive, joint sections, time(s) and day(s) of week of usage.

-SAMPLE CLAUSE-*[Lessee shall have exclusive use of the facilities. The use shall only be between the hours of 5:30 PM Friday through 5:30 AM Monday and between the hours of 5:30 PM and 5:30 AM Monday through Thursday.]*

2. MAINTENANCE

This section should describe responsibility for aspects of maintenance of the facilities. This could include cleaning, striping, seal coating, asphalt repair and more.

-SAMPLE CLAUSE-*[Lessor shall provide, as reasonably necessary asphalt repair work. Lessee and Lessor agree to share striping, seal coating and lot sweeping at a 50%/50% split based upon mutually accepted maintenance contracts with outside vendors. Lessor shall maintain lot and landscaping at or above the current condition, at no additional cost to the lessee.]*

3. UTILITIES and TAXES

This section should describe responsibility for utilities and taxes. This could include electrical, water, sewage, and more.

-SAMPLE CLAUSE-*[Lessor shall pay all taxes and utilities associated with the facilities, including maintenance of existing facility lighting as directed by standard safety practices.]*

4. SIGNAGE

This section should describe signage allowances and restrictions.

-SAMPLE CLAUSE-*[Lessee may provide signage, meeting with the written approval of lessor, designating usage allowances.]*

5. ENFORCEMENT

This section should describe any facility usage enforcement methods.

-SAMPLE CLAUSE-*[Lessee may provide a surveillance officer(s) for parking safety and usage only for the period of its exclusive use. Lessee and lessor reserve the right to tow, at owners expense, vehicles improperly parked or abandoned. All towing shall be with the approval of the lessor.]*

6. COOPERATION

This section should describe communication relationship.

-SAMPLE CLAUSE-*[Lessor and lessee agree to cooperate to the best of their abilities to mutually use the facilities without disrupting the other party. The parties agree to meet on occasion to work out any problems that may arise to the shared use.]*

7. INSURANCE

This section should describe insurance requirements for the facilities.

-SAMPLE CLAUSE-*[At their own expense, lessor and lessee agree to maintain liability insurance for the facilities as is standard for their own business usage.]*

8. INDEMNIFICATION

This section should describe indemnification as applicable and negotiated. This is a very technical section and legal counsel should be consulted for appropriate language to each and every agreement.

-NO SAMPLE CLAUSE PROVIDED-

9. TERMINATION

This section should describe how to or if this agreement can be terminated and post termination responsibilities.

-SAMPLE CLAUSE-*[If lessor transfers ownership, or if part of all of the facilities are condemned, or access to the facilities is changed or limited, lessee may, in its sole discretion terminate this agreement without further liability by giving Lessor not less than 60 days prior written notice. Upon termination of this agreement, Lessee agrees to remove all signage and repair damage due to excessive use or abuse. Lessor agrees to give lessee the right of first refusal on subsequent renewal of this agreement.]*

10. SUPPLEMENTAL COVENANTS

This section should contain any additional covenants, rights, responsibilities and/or agreements.

-NO SAMPLE CLAUSE PROVIDED-

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date Set forth at the outset hereof.

[Signature and notarization as appropriate to a legal document and as appropriate to recording process negotiated between parties.]

LICENSE AGREEMENT

This Agreement is executed as of _____, 2006 by and between **BOSTON EDISON COMPANY** a Massachusetts corporation and electric company having its principal place of business at 800 Boylston Street, Boston, Massachusetts 02199, hereinafter called the "Licensor", and the **TOWN OF LEXINGTON**, a Massachusetts municipal corporation, having a principal place of business at 1625 Massachusetts Avenue, Lexington, MA 02420, hereinafter called the "Licensee".

RECITALS:

WHEREAS, Licensor is the owner of a certain parcel of real property (the "Property") with an address of 4 Grant Street in the Town of Lexington, Middlesex County, Massachusetts, by virtue of deeds and other instruments recorded in the Middlesex South District Registry of Deeds, including but not limited to Book 3749, Page 370, Book 3773, Page 318, Book 5184, Page 296, and Book 5198, Page 21.

WHEREAS, the Licensee has requested permission from the Licensor to make use of a portion of the Property, said portion located outside the Licensor's electrical substation, hereinafter referred to as the "Licensed Area", which Licensed Area is shown on a plan entitled "Conceptual Parking Plan, 4 Grant Street, Lexington" attached hereto as Exhibit A, for the specific purpose of constructing, maintaining and operating a public, municipal parking lot.

WHEREAS, Licensor is willing to permit the use of the Licensed Area by the Licensee for such purposes, but only upon the terms and conditions hereinafter set forth; and

NOW THEREFORE, for and in consideration of such permission and the payments to Licensor described herein, Licensor and Licensee hereby agree as follows:

1. Licensee, its agents, contractors, employees, and invitees, including members of the public, may enter upon and use the Licensed Area for the purpose of constructing, maintaining, operating and utilizing a municipal parking lot. No other activity on the Licensed Area (specifically including, but without limitation, (a) maintenance, servicing or repair of motor vehicles, or (b) storage of vehicles, other equipment, machinery, or parts) is permitted hereby (with the exception of initial construction activity to prepare the Licensed Area for said permitted use, said construction activity shall proceed as set forth in Section 6). In its sole discretion, Licensor reserves the right under this Section to require Licensee to relocate or remove from the Licensed Area any item Licensor deems reasonably necessary to protect its electric facilities and operations. Upon verbal or written notice by Licensor to Licensee, Licensee shall relocate or remove any such items from the Licensed Area as soon as possible, but in all events within 24 hours.
2. Licensee, its agents, contractors, employees and invitees, shall have the right of ingress and egress over, across and upon the Licensed Area as necessary for the uses permitted hereby.
3. This License shall commence upon the issuance of all approvals and permits from the Town of Lexington or any other entity required by law for the

construction and operation of the Licensed Area for the specific and limited purposes stated herein, and shall continue for three (3) years from the earlier of (a) the date construction is completed and the lot is ready for use, as established by notice given by Licensee to Licensor, or (b) eighteen (18) months after the date of execution hereof (herein the "Construction Completion Date"). After the expiration of the Initial Term, absent a notice of termination pursuant to Section 5 below, the term shall automatically renew for successive periods of one (1) year each. The Licensee shall give the Licensor written notification of its receipt of all the necessary permits and approvals. In the event the Licensee is unable to obtain all necessary approvals and permits required by law within 12 months of the execution of this Agreement, this Agreement shall become null and void, unless the parties agree to extend this period, without any recourse for the Licensee at law or in equity.

4. Licensee agrees, beginning on the Construction Completion Date of this License, to pay Licensor an annual rental equal to Nine Thousand Six Hundred Dollars (\$9,600.00) per year, payable to Licensee in monthly installments of Eight Hundred Dollars (\$800.00). After year three, and every year thereafter, the annual fee of this License shall be increased by three (3%) percent over the previous year's rent until the termination or expiration date of this License.
5. After the expiration of the Initial Term, Licensor and Licensee shall each have the right to terminate this License at any time, for any or no stated reason, by written notice to the other party. The effective date of such termination shall be one (1) year from the date of the notice of termination, regardless of any then effective renewal term. Notwithstanding any other provision of this License, the parties intend that this Agreement constitute a terminable license, and no interest in real property is created hereby. The Licensor does not hereby dedicate the Property or the Licensed Area to public use.
6. Prior to any installation, preparation, or construction by Licensee of the Licensed Area to accommodate said municipal parking lot, Licensee shall submit plans to Licensor for approval detailing all work to be performed at the Licensed Area. Such approval shall not be unreasonably withheld or delayed. Once approved by Licensor, any such plans will be incorporated as Exhibit B to this Agreement. Licensee agrees to follow any guidelines reasonably set forth by the Licensor, and Licensee shall coordinate any initial construction work in the Licensed Area with the Licensor. Licensee further agrees to reimburse Licensor for all costs associated with any construction activities (including but not limited to Licensor's supervision of said construction activities).
7. It is agreed that Licensee shall not erect or permit any structures or improvements upon, and that Licensee shall make or permit no uses of the Licensed Area, other than those improvements and uses expressly permitted in this License.
8. During the term of this Agreement, Licensee shall maintain the Licensed Area in good order and condition in all respects, free from snow, ice, trash and debris or other nuisance. Prior to the effective date of the termination of this Agreement, Licensee shall remove its personal property and, if necessary, restore the Licensed Area to the same condition as it was in (other than changes made by the

Licensor) prior to Licensee's use. All vehicles will be removed prior to termination.

9. By granting this License, Licensor does not represent or warrant that the Licensed Area is appropriate, safe or suitable for the proposed use, or that it may be used for the purposes specified herein under applicable zoning, environmental or other laws or regulations, nor does Licensor undertake to make the Licensed Area appropriate, safe or suitable for such use, or to obtain any permits, licenses or approvals of any governmental authority which may be required to permit such use. Licensee shall obtain any and all necessary governmental permits, licenses and approvals at its sole cost and expense prior to the commencement of any use of the Licensed Area and Licensor shall cooperate in any efforts by Licensee to obtain any such permits so long as there is no cost or expense for Licensor that is not paid by Licensee. Licensee shall notify Licensor of its intentions to obtain said permits, licenses and approvals and shall provide copies of the same once received.
10. In exercising its rights under this License, Licensee shall at all times and in all respects comply with all applicable laws, ordinances, rules and regulations of all governmental authorities having jurisdiction and shall comply with all licenses and permits or other approvals issued to it by a governmental authority.
11. Licensee hereby represents and warrants, and it is hereby made a condition of this License, that the use of the Licensed Area by Licensee shall not result in the release of any oil or hazardous materials (other than non-reportable quantities associated with typical leaks from automobiles and construction equipment in the ordinary course of operation), as those terms are defined in the Massachusetts Contingency Plan, 310 CMR 40.000, et seq. In the event of any breach of the foregoing warranty and condition by Licensee, Licensor shall, in addition to the right to terminate this License and seek damages, have the benefit of the indemnity provision set forth in Section 12, and injunctive relief.
12. Licensee acknowledges that the Licensed Area is situated in close proximity to an operating electrical substation, which carries inherent risks associated with high voltage operations. Accordingly, to the greatest extent permitted by law, the Licensee, for itself and its agents, contractors, employees, and invitees, hereby releases and shall indemnify, defend and save harmless the Licensor, its officers, agents and employees from and against all demands, claims, actions, damages, costs, expenses, losses or liability whatsoever in any manner resulting from or arising out of the actions of any person with respect to the Licensed Area or the use thereof, or in any manner resulting from or arising out of the use of the Licensed Area by any person, including, without limitation, any failure of any person to comply with any applicable laws or regulations, except to the extent that such liability results from the gross negligence or willful misconduct of the Licensor, its employees, agents or contractors. This provision shall survive the termination of this License.
13. Licensee shall procure and maintain at its expense, at all times during the term of this License Agreement, public liability insurance, including personal injury and property damage, in amounts of \$4,000,000 combined single limit, against all claims and demands of any injury to person or property which may occur or

be claimed to have occurred on the property of the Licensor as the result of the use of the Licensed Area by any person. Licensor shall be designated as an additional insured party in such policy. Licensee shall also maintain workers compensation insurance in statutory amounts as required by Massachusetts law. The Licensee shall, before entry upon the Licensed Area for the purposes herein set forth, furnish the Licensor (to the address listed in Section 15) with a valid certificate of such insurances reasonably satisfactory to it. Such policies shall specify that they are not cancelable except upon twenty (20) days' prior written notice to the Licensor.

14. Licensee agrees that in the event a public health, safety or security emergency should arise as determined at the sole discretion of the Licensor, the Licensor, its officers, agents and employees, shall have the right to enter upon the Licensed Area, and undertake whatever action may be necessary, in the Licensor's discretion, to alleviate the emergency, including but not limited to requiring the temporary suspension of Licensee's use and occupancy of the Licensed Area. If in connection therewith Licensor requires the removal of any vehicles, Licensor shall notify Licensee thereof and effect such removal in a safe and reasonable manner. In the event the vehicles need to be removed at any time the Licensor shall contact the Town DPW Department at 1-781-862-0500 to effectuate said removal.
15. Notices, statements and other communications to be given under the terms of this License shall be in writing and delivered by hand against receipt, or sent by first class mail and addressed as follows:

If to Licensor:

Boston Edison Company
Real Estate Department
One NSTAR Way, SE-210
Westwood, MA 02090
Attn: Real Estate Manager
Fax: (781) 441-8909

If to the Licensee:

Town of Lexington
Lexington Town Hall
1625 Massachusetts Avenue
Lexington, MA 02420
Attn: Town Manager
Fax: (781) 861-2921

16. This License is personal to the Licensee, and Licensee shall have no right to assign or transfer its rights and obligations hereunder, in whole or in part to any other person. This provision does not preclude use of the Licensed Area as contemplated hereby.

17. This License contains all the agreements of the parties with respect to the subject matter thereof and supersedes all prior agreements and dealings between them with respect to such subject matter.
18. Licensee acknowledges and agrees that the Licensor shall at all times have convenient and unimpeded access to its electrical substation or any other structures and equipment, which are now or may hereinafter be installed by Licensor within the Licensed Area.
19. Licensee acknowledges that the Licensor will not be providing, and is under no obligation to provide, any security or lighting for the Licensed Area.
20. In the event that the Licensor's Property or a material portion of the Property of which the Licensed Area are a part, shall be taken by any public authority or for any public use, or shall be destroyed or damaged by fire or casualty, or by action of any public authority, then this License shall terminate with respect to the taken, damaged or destroyed area, effective on the date when title vests in the condemning authority, or when the casualty occurs.
21. Irrespective of the form in which recovery may be had by law, all rights to damages or compensation for a taking or casualty for the Licensed Area shall belong to Licensor in all cases. Licensee hereby grants to Licensor all of Licensee's rights to such damages and covenants to deliver such further assignments or endorsements as Licensor may from time to time request.
22. In connection with Licensee's use and maintenance of the Licensed Area, the Licensee shall not endanger or damage the existing buried transmission lines, cad weld connections, grounding grid system or any other structures and equipment in the Licensed Area which are now or may hereafter be installed within the Licensed Area, all being the property of the Licensor. In the event that such damage should nevertheless occur resulting from an act, omission or negligence of Licensee, its agents, contractors and employees, the Licensee shall forthwith notify the Licensor, by calling the Licensor's System Dispatcher at the Licensor's Boston Service Center (telephone number 617-541-7833), so that immediate repairs may be made, and shall also promptly reimburse the Licensor upon request for all reasonable costs or expenses incurred by it in repairing or replacing any such damage to said structures and equipment or to any other property of the Licensor.
23. **ADDITIONAL PROVISIONS:**
 - a. Licensee shall post a sign on the Property restricting access to Licensor's existing parking area behind the electrical substation building. The sign shall read "No vehicles beyond this point, NSTAR vehicles only".
 - b. The Licensee shall perform snow plowing, ice and litter removal for the entire portion of the Property that is outside the substation fence and that includes the Licensed Area, including snow removal on the public sidewalks outside the substation and substation fencing.

- c. Licensee agrees to deal with any and all comments, questions or complaints from any abutters and or the general public with regards to the Licensed Area and its permitted use as set forth herein.

IN WITNESS WHEREOF, the parties have executed this License Agreement as a sealed instrument by and through their respective duly authorized representatives, as of the day and year first above written.

LICENSOR:

BOSTON EDISON COMPANY

By: _____
Donald Anastasia
Assistant Treasurer

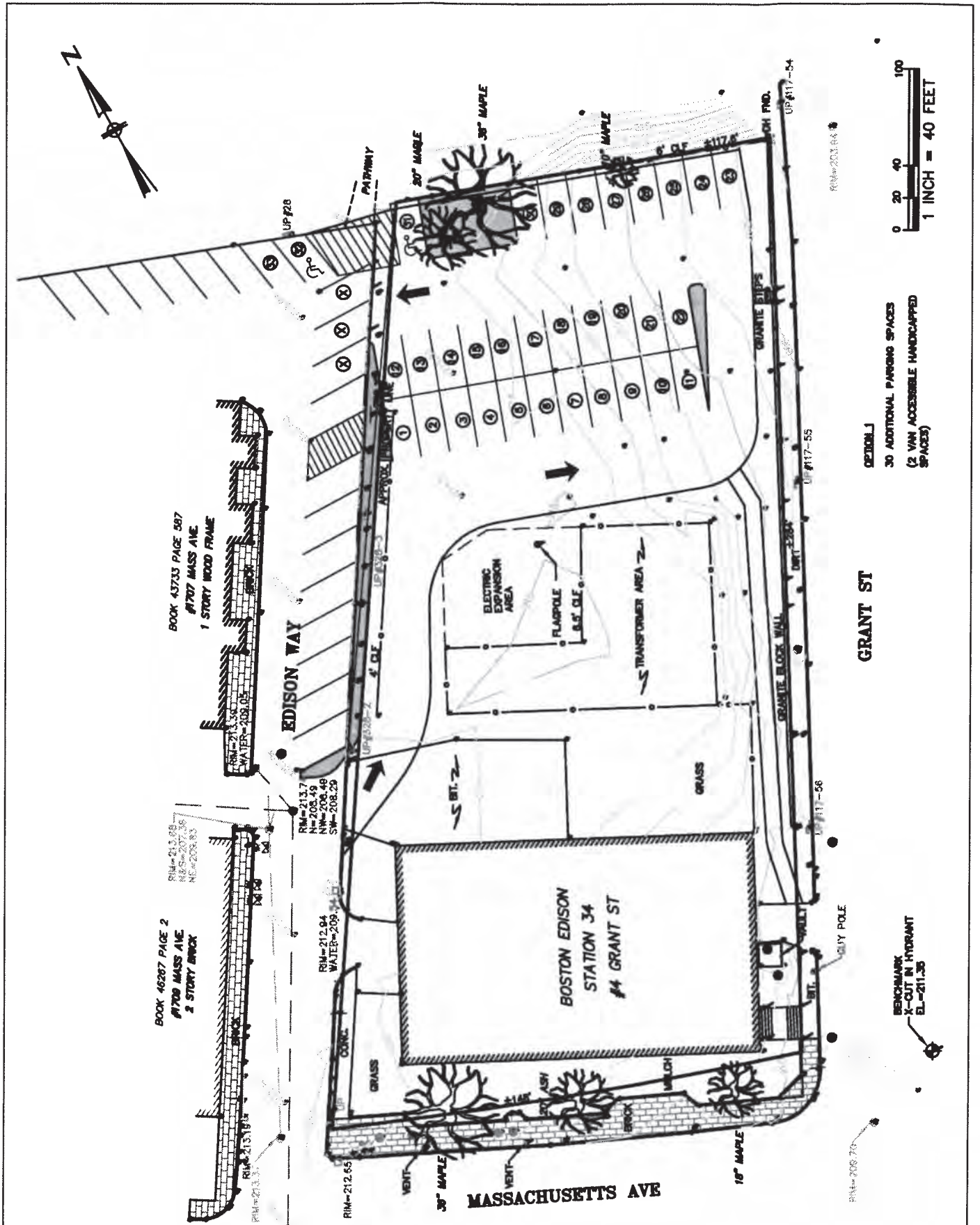
LICENSEE:

TOWN OF LEXINGTON

By: _____
Name: Carl F. Valente
Title: Town Manager

Exhibit A

Conceptual Parking Plan 4 Grant Street, Lexington



SECTION J
 30 ADDITIONAL PARKING SPACES
 (2 VAN ACCESSIBLE HANDICAPPED SPACES)

GRANT ST

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PARKING EASEMENT AND MAINTENANCE AGREEMENT

Preamble and Recitals

This Agreement is entered into on _____ 2014 by and between Church of the Ascension, hereafter referred to as "Church," and Congregation Beth David, a California Non-Profit Religious Corporation, hereafter referred to as "Synagogue." Together, Church and Synagogue may be identified as the "Parties" herein.

A. Whereas, Church is the owner of certain real property situated in the City of Saratoga, Santa Clara County, California (hereafter referred to as "Parcel 1"), commonly known as 12033 Miller Rd., Saratoga, CA 95070, APN: _____ and more particularly described in Exhibit A, which is attached to this Agreement and hereby incorporated by reference.

B. Whereas, Synagogue is the owner of certain real property situated in City of Saratoga, Santa Clara County, California County, California (hereafter referred to as the "Parcel 2"), commonly known as 19700 Prospect Rd., Saratoga, CA 95070, APN: 386-35-071 and 386-35-070 and more particularly described in Exhibit B, which is attached to this Agreement and hereby incorporated by reference.

C. Whereas, since the early 1970s, Church and Synagogue have shared parking and maintenance costs for those portions of Parcel 1 and Parcel 2 that are identified as a parking lot, as described by the parking diagram attached hereto as Exhibit C, and incorporated herein by reference. This Agreement is intended to memorialize the long-standing agreement in writing.

NOW, THEREFORE, in consideration of the mutual benefits bestowed by this Agreement, the Parties acknowledge that the above recitals are true and correct, and hereby agree to:

Grant of Easement

1. Church grants to Synagogue, and Synagogue grants to Church cross-easements, for parking on the terms and conditions set forth in this Agreement.

Description of Easement

2. The easement granted in this Agreement is an easement for parking on the cross-hatched areas identified in the Parking Lot Diagram attached hereto as Exhibit C.

A. Synagogue grants to Church the right to park on Synagogue's parking lots at any time where Church's parking needs exceed the available spaces on Church's own lots, (for example, but not limited to: Christmas and Easter);

B. Church grants Synagogue the right to park on Church's parking lots at any time where Synagogue's parking needs exceed the available spaces on Synagogue's own lots, (for example, but not limited to the Jewish High Holy Days).

C. Church grants to Synagogue an easement for shared use of the middle section of the parking lot indicated on the cross-hatched areas set forth in Exhibit C, attached and incorporated herein as if fully set forth.

Maintenance of Easement

3. The Parties may establish and assign maintenance, insurance and other obligations to each other that may be mutually acceptable without an amendment of this Agreement.

Indemnity

4. Synagogue will indemnify and defend Church for any claims filed by a visitor to Synagogue who utilizes Church's parking areas and files a claim against Church. Church will indemnify and defend Synagogue for any claims filed by a visitor to Church who utilizes Synagogue's parking areas and files a claim against Synagogue.

Attorneys' Fees

5. If any legal action or proceeding arising out of or relating to this Agreement is brought by either party to this Agreement, the prevailing party shall be entitled to receive from the other party, in addition to any other relief that may be granted, the reasonable attorneys' fees, costs, and expenses incurred in the action or proceeding by the prevailing party.

Entire Agreement

6. This Agreement constitutes the entire agreement between Church and Synagogue relating to the above easement. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force and effect. Any amendment to this Agreement shall be of no force and effect unless it is in writing and signed by Church and Synagogue.

Binding Effect

7. This Agreement shall be binding on and shall inure to the benefit of the heirs, executors, administrators, successors, and assigns of Grantor and Grantee.

Executed on _____ [date].

CHURCH OF THE ASCENSION

By: _____, it's _____

CONGREGATION BETH DAVID

By: _____, it's President

Notary Acknowledgment

Attachments:

- Exhibit A, Legal Description for Church
- Exhibit B, Legal Description for Synagogue
- Exhibit C, Parking Diagram

EXHIBIT A
Legal Description
Church of the Ascension

[to be supplied by the Church]

Exhibit B
Legal Description
Congregation Beth David

[to be supplied by Beth David]

Exhibit C
Parking Easement Diagram

