



December 15, 2022

Mr. Ara Yogurtian  
Belmont Planning Board  
Office of Community Development  
19 Moore Street  
Belmont, MA 02478

RE: Supplemental Information - Design and Site Plan Review Belmont Hill School  
283, 301, 305, 315 Prospect Street, ,12 & 20 Park Avenue  
Case No. 22-16  
Project  
Project No. 21-003

Dear Planning Board Members and Ara,

On behalf of our client, Belmont Hill School, Inc., Avalon Consulting Group is pleased to submit the following supplemental information for the Belmont Hill School Design and Site Plan Review Application. This information was generated in response to a request from the Planning Board Chairman on December 8, 2022.

This submittal includes:

- 2018/2019 academic year police detail information,
- Comparative parking information from private schools, and
- Language from parking space lease with St. Paul's Church

#### 1.0 2018/2019 academic year Police Detail Information

During the 2018/2019 Academic Year, which was the last full academic year not impacted by COVID-19, BHS hired 121 police details over 68 days to assist with parking (Table 1). The school hires a detail when the projected number of attendees for an event or events exceeds that number of on campus parking spaces and attendees will park on the streets. Some academic events such as Back to School are held in the evenings. The majority of the details were associated with athletic events, which are typically held on Wednesday and Friday afternoons (4 PM – 7:00 PM) or during the day on Saturday. In the attached communication, Belmont Police Chief MacIsaac describes the parking rotations which occur with multiple events in one day.

*"Example: A Belmont Hill School wrestling tournament is scheduled for 9AM on a Saturday. The lot becomes partially full with spectators for the wrestling tournament. There is a varsity hockey game schedule to begin at 10:30AM on the same day. When the hockey spectators begin to arrive some are fortunate enough to park in the lot but others have to park out on the street. During the hockey game, the wrestling tournament ends and those spectators leave. This results in empty parking spots in the parking lot. Add a basketball game the same day and this results in several rotations of vehicles arriving and leaving at different times."*

Chief MacIsaac also estimates that well over 100 cars would park on nearby streets for the big events held at the school and anywhere from 29 to 75 cars on an average overflow day.

The proposed parking plan will accommodate most if not all of this overflow parking that currently relies on neighborhood streets.

<b>Table 1: Police Details Hired for Parking Support - Academic Year 2018/2019</b>							
<b>Date</b>	<b>Day of the Week</b>	<b>Event</b>	<b>Vendor</b>	<b>Invoice</b>	<b># of Details</b>	<b>Hours per Detail</b>	<b>Total Hours</b>
8/23/2018	Thu	Back to School	Belmont Police	3958	1	4	4
9/5/2018	Wed	Sports	Belmont Police	3985	1	4	4
9/12/2018	Wed	Sports	Belmont Police	4001	3	4	12
9/26/2018	Wed	Sports	Belmont Police	4027	1	4	4
9/27/2018	Thu	Sports	Belmont Police	4027	2	4	8
9/29/2018	Sat	Open House/Sports	Belmont Police	4027	1	8	8
10/3/2018	Wed	Sports	Belmont Police	4039	2	4	8
10/5/2018	Fri	Sports	Belmont Police	4039	1	4	4
10/10/2018	Wed	Sports	Belmont Police	4050	2	4	8
10/11/2018	Thu	Sports	Arlington Police	18-I00642	1	4	4
10/12/2018	Fri	Sports	Belmont Police	4050	1	4	4
10/13/2018	Sat	Sports	Arlington Police	18-I00707A	1	8	8
10/17/2018	Wed	Sports	Belmont Police	4063	2	4	8
10/19/2018	Fri	Sports	Belmont Police	4076	1	4	4
10/20/2018	Sat	Sports	Arlington Police	18-I00709	1	4	4
10/20/2018	Sat	Parents Council Fundraiser	Belmont Police	4063	2	8	16
10/24/2018	Wed	Sports	Belmont Police	4080	1	4	4
10/31/2018	Wed	Sports	Belmont Police	4093	1	4	4
11/2/2018	Fri	Sports	Belmont Police	4093	1	4	4

Date	Day of the Week	Event	Vendor	Invoice	# of Details	Hours per Detail	Total Hours
11/7/2018	Wed	Sports	Belmont Police	4106	2	4	8
11/10/2018	Sat	Sports	Watertown Police	1096	1	2	2
11/10/2018	Sat	Sports	Arlington Police	18-I00754	1	4	4
11/10/2018	Sat	Sports	Belmont Police	4106	1	4	4
11/22/2018	Thu	Sports	Waltham Police	00262115	1	4	4
12/6/2018	Thu	Sports	Belmont Police	4164	1	4	4
12/7/2018	Fri	Sports	Belmont Police	4164	1	4	4
1/3/2019	Thu	Sports	Belmont Police	4216	2	4	8
1/4/2019	Fri	Sports	Belmont Police	4216	1	4	4
1/5/2019	Sat	Sports	Belmont Police	4216	1	4	4
1/9/2019	Wed	Sports	Belmont Police	4223	3	4	12
1/12/2019	Sat	Sports	Arlington Police	19-I00064	2	4	8
1/12/2019	Sat	Sports	Belmont Police	4223	1	4	4
1/16/2019	Wed	Sports	Belmont Police	4238	2	4	8
1/16/2019	Wed	Sports	Belmont Police	4251	1	4	4
1/23/2019	Wed	Sports	Belmont Police	4251	3	4	12
1/25/2019	Fri	Sports	Belmont Police	4251	1	4	4
1/26/2019	Sat	Sports	Arlington Police	19-I00120	2	4	8
1/26/2019	Sat	Sports	Belmont Police	4251	1	4	4
1/30/2019	Wed	Sports	Belmont Police	4264	1	4	4
2/1/2019	Fri	Sports	Belmont Police	4264	1	4	4
2/2/2019	Sat	Sports	Arlington Police	021219	3	4	12
2/6/2019	Wed	Sports	Belmont Police	4278	2	4	8
2/8/2019	Fri	Sports	Town of Belmont Police	4278	1	4	4
2/9/2019	Sat	Sports	Town of Belmont Police	4278	3	4	12
2/13/2019	Wed	Sports	Town of Belmont Police	4295	1	4	4
2/15/2019	Fri	Sports	Town of Belmont Police	4295	3	4	12
2/16/2019	Sat	Sports	Town of Belmont Police	4295	1	4	4
2/20/2019	Wed	Sports	Town of Belmont Police	4313	3	4	12
2/23/2019	Sat	Sports	Belmont Police	4313	1	8	8
3/28/2019	Thu	Admitted Students Reception	Belmont Police	4364	2	4	8

Date	Day of the Week	Event	Vendor	Invoice	# of Details	Hours per Detail	Total Hours
3/30/2019	Sat	Student Led Fundraiser	Belmont Police	4364	2	8	16
3/30/2019	Sat	Student Led Fundraiser	Newton Police	1408520	1	8	8
4/3/2019	Wed	Sports	Belmont Police	4377	2	4	8
4/5/2019	Fri	Sports	Belmont Police	4377	1	4	4
4/6/2019	Sat	Semi-Formal	Belmont Police	4390	1	5	5
4/10/2019	Wed	Sports	Belmont Police	4390	2	4	8
4/11/2019	Thu	Sports	Belmont Police	4390	1	4	4
4/12/2019	Fri	Sports	Belmont Police	4390	2	4	8
4/13/2019	Sat	Sports	Belmont Police	4390	1	4	4
4/17/2019	Wed	Sports	Belmont Police	4404	2	4	8
4/19/2019	Fri	Sports	Belmont Police	4404	2	4	8
4/20/2019	Sat	Sports	Belmont Police	4404	2	4	8
4/24/2019	Wed	Sports	Belmont Police	4412	5	4	20
4/26/2019	Fri	Sports	Belmont Police	4412	1	4	4
4/27/2019	Sat	Sports	Belmont Police	4412	2	4	8
5/1/2019	Wed	Sports	Belmont Police	4423	4	4	16
5/3/2019	Fri	Sports	Belmont Police	4423	1	4	4
5/4/2019	Sat	Sports	Belmont Police	4423	1	4	4
5/8/2019	Wed	Sports	Belmont Police	4437	2	4	8
5/10/2019	Fri	Sports	Belmont Police	4437	1	4	4
5/15/2019	Wed	Sports	Belmont Police	4454	2	4	8
5/19/2019	Sun	Sports	Belmont Police	4454	1	8	8
5/20/2019	Mon	Sports	Belmont Police	4474	2	4	8
5/22/2019	Wed	Sports	Belmont Police	4474	2	4	8
5/30/2019	Thu	Sports	Belmont Police	4492	2	4	8
Notes: Police Details hired on 69 days during 2018/2019 Academic Year 121 details hired from Towns of Belmont, Newton, Arlington, Watertown, Waltham, Billerica							

## 2.0 Comparative Parking Information from Private Schools

Belmont Hill School has compiled the following parking information for the schools referenced in a presentation made by Mr. Austin during the last Planning Board hearing. The number of students and parking spaces available at the school were provided to BHS by the specific schools (Table 2). This data confirms that the parking plan proposed by Belmont Hill School is right in line with schools of similar size and location.

**Table 2: Comparative Parking Metrics Selected Private Schools in Massachusetts**

School	Day/ Boarding	Location	Urban/ Rural	Public Trans Avail	Number of Parking Spaces			Student Enrollment			
					On Campus	Leased/Off Campus	Total	Total	7 - 12	10 - 12	11 - 12
Belmont Hill (existing)	Day	Belmont	Rural	Limited	268	50	318	465	465	265	173
Spaces/Student								0.68	0.68	1.20	1.84
Proposed Changes					104	-50	54				
Belmont Hill (future)	Day	Belmont	Rural	Limited	372	0	372	465	465	265	173
Spaces/Student								0.80	0.80	1.40	2.15
St. Sebastian's	Day	Dedham	Rural	No	395	0	395	389	389	210	146
Spaces/Student								1.02	1.02	1.88	2.71
Middlesex School	>50% Boarding	Concord	Rural	No	400	0	400	400	n/a	309	210
Spaces/Student								1.00		1.29	1.90
Groton School	>50% Boarding	Groton	Rural	No	293	17	310	378	n/a	271	184
Spaces/Student								0.82		1.14	1.68
Roxbury Latin	Day	West Roxbury	Rural	Yes	250	0	250	310	310	164	106
Spaces/Student								0.81	0.81	1.52	2.36
Phillips Andover	>50% Boarding	Andover	Rural		931	0	931	1149	n/a	674	471
Spaces/Student								0.81		1.38	1.98
Deerfield Academy	>50% Boarding	Deerfield	Rural	No	515	0	515	652	n/a	515	347
Spaces/Student								0.79		1.00	1.48
Rivers	Day	Weston	Rural	No	349	0	349	518	490	289	192
Spaces/Student								0.67	0.71	1.21	1.82
Noble & Greenough	Day	Dedham	Rural	No	415	0	415	626	626	390	260
Spaces/Student								0.66	0.66	1.06	1.60
Concord Academy	<50% Boarding	Concord	Rural	Yes	204	0	204	403	n/a	301	197
Spaces/Student								0.51		0.68	1.04
BB&N	Day	Cambridge	Urban	Limited	212	219	431	1032	705	397	266
Spaces/Student								0.42	0.61	1.09	1.62
Milton Academy	<50% Boarding	Milton	Rural	No	426	0	426	1026	811	552	378
Spaces/Student								0.42	0.53	0.77	1.13
Winsor	Day	Boston	Urban	Yes	126	0	126	471	388	199	129
Spaces/Student								0.27	0.32	0.63	0.98
Commonwealth	Day	Boston	Urban	Yes	0	0	0	152	152	116	78
Spaces/Student								0.00	0.00	0.00	0.00
Avg all Schools								0.63			
Avg comparable Rural Schools								0.75			

Notes:

Number of parking spaces and student enrollment from communication with CFOs at each school during period from 12/9/23-12/13/22  
 Numbers do not include parking on public streets or periodic parking on athletic fields  
 Data not currently available for St. Marks School and Boston University Academy, both with >50% Boarding Students and located in Southborough, MA

### 3.0 Language from Parking Space Lease with St. Paul's Church

Belmont Hill School currently leases 50 parking spaces from St. Paul's Church in Arlington. This lease is on a year-to-year basis and is not considered a permanent solution for the school to address the parking deficit. The language regarding the use of the premises is reproduced below in italics:

*SECTION 1. RECITALS.*

*B. A portion of the Property is improved with an off-street parking lot ("Parking Lot"). School desires to utilize up to 50 (fifty) parking spaces in the northwest section of the Parking Lot for the purpose of providing parking for School students throughout the school year ("Leased Premises").*

*SECTION 4. USE OF LEASED PREMISES.*

*A. Uses. It is understood and agreed that the Leased Premises shall be used by School for student parking and for such other uses as may be necessary or incidental thereto, all in accordance with the terms of this Agreement.*

*B. Times and Days. The Leased Premises may be used by School for School student parking generally between the hours of 7:00 a.m. and 6:00 p.m. Monday through Friday throughout the school year. School shall not be permitted to use the Leased Premises for overnight parking or on Saturdays and Sundays unless agreed to in advance by Church.*

This verifies my statements presented to the Board at the last hearing that the church lot is used for student parking only.

We hope this assists the board in evaluation of the project and we look forward to discussing this data at the next Planning Board Meeting. Please do not hesitate to contact me should you have any questions regarding this submittal.

Sincerely,  
Avalon Consulting Group



Kelly Durfee Cardoza  
Principal

Enclosure – communication from Chief MacIsaac, Belmont Police Department

cc: Greg Schneider, Belmont Hill School

**From:** [James MacIsaac](#)  
**To:** [Kelly Durfee Cardoza](#)  
**Subject:** RE: Belmont Hill School and Planning Board Application  
**Date:** Thursday, December 8, 2022 10:12:13 AM

---

Hi Kelly,  
Here is everything I have sent including one this morning:

*Hi Matt,*

*The officers do not 'close' the parking lot. They always allow for vehicles to enter and drop off. I think what the person may be referring to happens in this manner. Example: A Belmont Hill School wrestling tournament is scheduled for 9AM on a Saturday. The lot becomes partially full with spectators for the wrestling tournament. There is a varsity hockey game schedule to begin at 10:30AM on the same day. When the hockey spectators begin to arrive some are fortunate enough to park in the lot but others have to park out on the street. During the hockey game, the wrestling tournament ends and those spectators leave. This results in empty parking spots in the parking lot. Add a basketball game the same day and this results in several rotations of vehicles arriving and leaving at different times.*

*On a side note incase this comes up. The only reason no parking signs are in place the length of Marsh Street is because we put those signs up when Mitt Romney was Governor. We did not want to make it easy for protestors or others to park on Marsh Street and have easy access to his home.*

*Chief MacIsaac*

*Hi Matt,*

*Really hard to tell because we do not count parked cars but given the lengths of roadways were cars park and considering your average vehicle length is 14.7 feet, I would say certainly well over 100 for the big events an anywhere for 29 – 75 for an average overflow.*

*Chief MacIsaac*

*Mr. Lowrie,*

*The Belmont Police receive many request per year for detail officers at the Belmont Hill School. In 2019, the we filled 85 separate requests for police details at the Belmont Hill School. In 2022 (YTD), we have filled 54 separate requests for police details at the Belmont Hill School for a total billing of \$36,495.63 from 01/01/22- 12/5/22. Due to Covid, the numbers for 2020 and 2021, would not provide you with an accurate assessment of the amount of yearly detail requests. The majority of these requests are in the 3PM-8PM time period. I should also note that the numbers 54 and 85 reflect the number of times we were actually able to fill the request. There are many times over the course of a year when we are not able to fill a detail that is requested by the Hill School.*

*The majority of these detail requests are for managing parking and traffic in and around the Hill School for mostly sporting events. The parking lot at the Jordon Athletic Center fills up very quickly. Officers then begin to direct people to park on the eastbound lane/side of Marsh*

*Street beginning at the entrance to the athletic center. At most events, we will have vehicles parked all the way back Woodbine Road. There have been times when we had to close the entire eastbound travel lane down to traffic due to vehicles being parked all the way back to Winter Street. When this happens, we will then commence parking vehicles on the entire length of Village Hill Road and the surrounding streets.*

*During these events, we receive many complaints from neighborhood residents complaining that vehicles are parked in front of their homes. During large events, we will put up road closed barriers to prevent people from parking on Evergreen Way and Edmunds Way. We have found that Marsh Street is not conducive to parking vehicles and then having pedestrians walk on the street up to the school. The road is narrow, lots of vegetation overgrowth, poor sight lines and curves. When you add parking to one side, vehicle traffic becomes more restricted creating less room for pedestrians and vehicles.*

*I hope this helps. Please do not hesitate to contact me if you require additional information.*

*Respectfully,  
Chief MacIsaac*

---

**From:** Kelly Durfee Cardoza [mailto:kdc@avaloncon.com]

**Sent:** Wednesday, December 7, 2022 5:14 PM

**To:** jmacisaac@belmontpd.org

**Subject:** RE: Belmont Hill School and Planning Board Application

Hi Chief,

At last night's Planning Board meeting, the Chair referenced data that you provided regarding parking along Marsh Street and details for Belmont Hill School. Could you send me a copy of what you sent to him so that we can review and include in our traffic report?

Thanks so much!

Best,  
Kelly

Kelly Durfee Cardoza, Principal

mobile. 508.942.2174

direct. 508.744.3546

office. 508.880.2905

**AVALON** CONSULTING GROUP • 41 Cal's Court, Taunton, MA 02780

---