



March 10, 2023

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, 350 Prospect Street, 12 & 20 Park Avenue
Case No. 23-004
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 supplemental information for the Belmont Hill School Design and Site Plan Review Application. A reiteration of the proposed number of parking spaces and how they will be used was requested by the Planning Board during the hearing on February 28, 2023.

In a January 6, 2023 submittal, information was provided to clarify the number and use of the proposed parking spaces at Belmont Hill School (BHS). The following reflects the reduction in parking spaces on the East Campus due to the relocation of the Facilities Building.

There are currently 268 physical parking spaces on the campus and the school leases an additional 50 spaces for daytime parking by students from the church across Route 2. This lot is not owned or controlled by BHS and they do not intend to continue the lease once the proposed East Campus lot is operational.

With the elimination of the leased lot, changes to the main campus parking lots, and the addition of 143 spaces in the East Campus Lot and 7 spaces in the Facilities Lot, there will be a total of 412 parking spaces on the campus, a net increase of 144 parking spaces.

As we have shared previously, the school expects to submit application for Design and Site Plan Review for a Dining Hall in the future. The Dining Hall project will result in the loss of 43 parking spaces on the main campus; thus the total number of parking spaces on campus will ultimately be 369.

Table 1: Parking At Belmont Hill School				
Lot	Existing Condition (2022)	Existing # Spaces	Proposed # Spaces	Change
Marsh Street: Zamboni Lot	Unpaved gravel lot. Access from Marsh Street, employees	12	26	14
Marsh Street: Main Lot	Paved, striped lot, frequently overparked students/employees	158	155	-3
Marsh Street: Upper Lot	Employees/visitors	35	18	-17
Science Center	Employees	15	15	0
Facilities/Eliot	Employees	28	28	0
Marsh Street: Alumni	Employees/visitors	20	20	0
Off Site (Church) Lot	Students, leased lot, weekdays only, served by shuttle bus or walk	50	0	-50
Park Avenue: East Campus Lot	N/A	0	143	143
Prospect Street: Facilities Lot	N/A	0	7	7
TOTAL AVAILABLE SPACES		318	412	94
Total ON-SITE SPACES (disregard off-site parking)		268	412	144
Notes: On-campus parking requires parking sticker No increase in student population proposed Student parking increases thru school year as more students become eligible to drive Under current conditions (2022) school is short 29 spaces to accommodate all employees on same day, these cars park along field in Main Lot School Day Events - parent coffee, academic meetings require double parking in Main Lot; limited large events parking on field Afternoon and weekend events - overflow on neighborhood streets Zamboni machine does not park in Zamboni Lot Residential Parking at 20 Park, 283, 301, 305 and 315 Prospect not included in count				

We anticipate that the on-site parking spaces will be used for the following purposes:

Table 2: Proposed Parking Use	
Student Parking	160
Employee Parking	153
Admissions/Visitor Main Campus	13
Visitor East Campus	6
Accessible Spaces East Campus	7
Accessible Spaces Main Campus	7
School Day /Athletic/ Academic Events	66
	412
Note: 43 spaces will be lost in dining hall project, reducing the number of spaces for events, and resulting in 369 on-site spaces.	

School Day Parking

Student parking will be in the Main Lot and the Zamboni Lot. Based on average annual parking demand, BHS anticipates issuing 160 student parking stickers throughout the academic year. The number of students parking on campus changes from year to year and increases from September through the following spring, as students become eligible to drive.

The East Campus Lot will provide parking for employees and visitors. We anticipate that in 2023, approximately 71 employees will park at this lot on a daily basis. Until the new Facilities Building and Dining Hall project are complete some employees may continue to park closer to their job locations including the Science Center, the Eliot Building and the current Facilities Building. We expect employees to arrive between 6 AM and 7 AM, and to leave between 4 PM and 7 PM depending on whether they coach a sport or need to attend a meeting. This lot will have an electronic gate to prevent unauthorized use. The gate will remain open when school is in session and access will typically require electronic activation from 7 PM to 6 AM during the week.

After School Events

Wednesday afternoons, Friday afternoons and Saturdays BHS consistently hosts athletic events for their students, which are attended by competing teams and spectators. Academic events are held during the week and on Saturdays. The parking demand on these days has been modeled after the 2018-2019 academic year with records provided by BHS and the Belmont Police Department. On typical days, Chief MacIsaac reports that for average days there are 29-75 cars parked on local streets and for larger events, there are well over 100 cars parked on local streets. Based on review of Belmont Hill School's data, most police details are requested

on Wednesday, Friday, and Saturday, with about 18 large events occurring on a Wednesday during the academic year.

We anticipate that parking for these events will begin at 3 PM, at which time students and most faculty continue to be parked on campus and the spectators must therefore park on the street. Under the proposed plan, there would be as many as 79 available spaces on the East Campus to accommodate these needs, which will eliminate or at least lessen the need for on-street parking. These 79 spaces will be available until the Dining Hall project opens, after which approximately 36 spaces will be available to address the afternoon event parking. Most afternoon events are over at 6 PM and parking lots are typically emptied by 7 PM.

On Saturdays, there are typically several athletic or academic events scheduled between the hours of 8 AM and 5 PM. Generally attendees arrive for the event, stay for a few hours and leave resulting in several rotations of parking on campus. During the 2018-2019 academic year there were police details on 17 Saturdays and based on the number of details engaged, there were well in excess of 100 on-street parkers for 9 of these events. Under the proposed plan, attendees will have the full campus (Main and East) available for parking which will eliminate or at least lessen the need for on-street parking associated with these events. The electronic gate at the East Campus will remain open when activities are scheduled on Saturdays and access will typically require electronic activation from 5 PM on Saturday to 6 AM on Monday morning.

Athletic practices and community rentals typically occur in the evenings and weekends after the students have left campus. BHS has not typically experienced the need for on-street parking during these events and expects that parking for most of these events will be accommodated on the main campus.

The number of parking spaces proposed is consistent with BHS's goal to reduce their reliance on on-street parking and police details.

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

A handwritten signature in black ink that reads "Kelly Durfee Cardoza". The signature is fluid and cursive, with the first name "Kelly" and last name "Cardoza" being more prominent than the middle name "Durfee".

Kelly Durfee Cardoza
Principal

cc: Greg Schneider, Belmont Hill School