



January 6, 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 Prospect Street, 12 & 20 Park Avenue
Case No. 22-16
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 January 4, 2022.

Mr. Lowrie's comments are reproduced in italics with responses below:

1) First, do you expect the Hill School to request a restart to the hearing due to the potential notice issue?

RESPONSE: Belmont Hill School intends to continue the current hearing but reserves the right to withdraw the application and refile in the future as a result of the Open Meeting Law violation.

2) If not, I am thinking that, at the next hearing, I would like to cover the expected usage of the lot (30ish for every-DAY school activity, as I understand it, and also when the cars come/go for that, plus the timing and amount of use of spaces beyond that on the 70ish (?) days where overflow parking might otherwise spill onto the streets (120ish times?)), as well as the traffic usage pattern for the maintenance facility.

RESPONSE: Belmont Hill School will be prepared to discuss the number of parking spaces and the expected use. We'd like to clarify the number and use of the proposed parking spaces.

There are currently 268 physical parking spaces on the campus and the school leases 50 spaces at the church lot across Route 2. This lot is not owned or controlled by Belmont Hill School and they do not intend to continue the lease once the 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 10 spaces in the Facilities Lot, there will be a total of 415 parking spaces on the campus, a net increase of 147 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 372.

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	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	10	10
TOTAL AVAILABLE SPACES		318	415	97
Total ON-SITE SPACES (disregard off-site parking)		268	415	147
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 Main Campus	7
Accessible Spaces East Campus	7
School Day /Athletic/ Academic Events	69
	415
Note: 43 spaces will be lost in dining hall project, reducing the number of spaces for events and resulting in 372 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. It will have an electronic gate to prevent unauthorized use. 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 Zamboni Lot, 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.

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 also 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 Schools 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 park on the street. Under the proposed plan, there would be as many as 82 available spaces on the East Campus to accommodate these needs, which will eliminate or at least lessen the need for on-street parking. These 82 spaces will be available until the Dining Hall project opens, after which approximately 39 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 and leave and there are 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.

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 the reliance on on-street parking and police details.

3) *I would also like to cover 3 of the 4 items the PB asked you to consider, if the Hill School is ready – location of the MF building and adjustments to architecture, orientation/location of the parking space pods, and whether the School might treat the fuel tanks as a separate project (for which I do not know what permitting may be required in the future). I think the pedestrian tunnel inquiry should wait for the traffic peer reviewers and you might ask them to include in their final report/response an assessment of the net-effect (i.e., before versus after) of the Project on pedestrian traffic (especially as that impacts safety and congestion) with and without a tunnel. I suspect the former is already on their list and probably not the latter.*

If the pod/building location items require the landscape architect's input, and perhaps as a part of that, we should try to cover the alternatives (and impact in terms of shielding headlights, amount of clearing and cost) of fence location – e.g., no fence, fence at the border, fence at the current proposed location and what (if any) alternatives there may be. If you are not expecting the landscape architect to be available at the next hearing we can push to later whatever we need to push.

RESPONSE: Belmont Hill School continues to review potential design changes that can be made while retaining use of the property to meet the goals of the long-term Master Plan. The Landscape Architect will present at the next meeting.

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