

## 11/30/2022 - Responses to Questions Emailed to the Town of Wayland on June 24, 2022

- 1. Parking lot: Can we see the analysis that arrived at the need for 100 parking spaces? Public comments seem to imply that the number is based on building occupancy of the largest room and not on the expected number of people to be using the building on average or on the area of the building. The ratio of building sq ft to the number of parking spaces (10:1) seems high and could lead to a larger parking lot than needed, increasing the heat island effect throughout Wayland Town Center.**

The proposed parking lot, that contains one hundred (100) parking spaces, does not exceed the minimum number of parking spaces required for the proposed use.

Note the sections from Wayland's zoning code for the Mixed-Use facility: 506.3.1. In the case of mixed uses, the parking facilities required shall be the sum of the requirements for the various individual uses, computed separately in accordance with § 198-506.1.

Note: The usage chart (attached) compiled by the Council on Aging and Recreation Department project usage capacity well over 200 people at occasional times and daily usage peak 2-hour block of about 150 people. At 1.2 people per car, that would require a parking lot of 125 cars to meet the Zoning regs.

506.5.1. Off-street parking facilities, to the extent required in § 198-506, may be required either on the same lot with the parking-generating activity or on any lot or premises with a substantial portion of which is, at least, within 300 feet of such activity.

Note: Any suggestion of using existing parking that is beyond 300 feet from the front door of the facility is not compliant, even if we did have permission to use those spaces that were designed for commercial use.

The largest capacity room will serve approximately 200 occupants for lectures, which are anticipated on a monthly basis. However, the same room will serve up to 98 people for dining room seating. This capacity may occur once or twice a week for private party functions and occasional fund-raising dinners. Parking needs to meet the demand of this seating capacity plus those for staff and caterers, which adds an additional 10-12 people who will presumably drive their own cars, plus one or two van parking spaces for materials, food etc. Historically, senior participants average 1.2 occupants per car, therefore the 98 people will require 82 spaces, plus add the 10-12 cars for staff, caterers and two spaces for vans. Therefore, a minimum parking lot of 95 cars can be anticipated. If the number of accessible spaces is increased by at least 2, the parking lot will lose 2 spaces to provide the accessible aisles. In this case, the parking lot would only propose 92 regular parking spaces and 6 accessible spaces for a total of 98 spaces, thus meeting the requirements of the zoning bylaw.

It was suggested that grass pavers be utilized in some of the parking areas to decrease some of the impervious area created by the parking lot. Using grass pavers may be an issue for this site for a couple of reasons. First, in winter months when the site is plowed, there is a risk of the

pavers popping up and out of place thus creating a parking lot that is bumpy and not aesthetically pleasing as well as a potential tripping hazard. Second, the grass pavers would allow the salt, oil and untreated stormwater runoff to enter directly into the soil below which could in turn allow untreated runoff to mix with the groundwater that may be below the parking area.

To reduce the impacts on the abutter to the north of the proposed parking lot, landscaped berms, fences, and other hardscape features can be implemented into the project's design to screen the parking lot from view and to reduce headlight glare onto the abutting property. Since the project is still in development, these site features can seamlessly be incorporated into the design to provide an aesthetically pleasing solution to the abutter's concern regarding privacy.

*Please see Attachment A - 5400.58-6- Parking Lot Capacity, included as an attachment to this letter, for more information*

*& Attachment B – Council on Aging/Recreation Department usage chart.*

- 2. Trees: Whatever the size of the parking lot, can the Town guarantee that there will be trees planted around and throughout the parking lot? What types of trees will these be and will there be irrigation to assure that they survive and thrive at least until they are established?**

The Project Team is working with the Conservation Commission to confirm what types of trees and vegetation are allowed and best suited for this site. Once these details have been confirmed, they will incorporate into the design by the project Civil Engineer and will then be available for public comment.

- 3. Solar Panels: Can the Town confirm that the solar panels will be on the building and not in the parking lot?**

To reduce the impacts of the parking lot acting as a heat sink, solar canopies are proposed over portions of the parking lot. These canopies will capture the sunlight and turn it into energy. The canopies will shade the asphalt pavement, keeping it cooler than a traditional parking lot would. Thus, reducing the heating sink effects of the parking lot.

Solar panels are not planned for the roof due to the limited space available at the south-facing side but are being considered.

- 4. Parking lot lighting: Can we get more information about the lighting used in the parking lot? Is it possible to outfit these with motion sensors so that when the parking lot is not in use late at night the lights will not be on?**

The parking lot will contain site lighting. This will be in the form of pole mounted LED lights over the paved areas. The lights would have 'zero cut off' shields which would reduce or eliminate light spillage onto the abutting properties as well as comply with dark sky regulations.

- 5. New trail: Can you confirm that the new trail will be on RTP property, based on an easement that the Town has? Will there be a 'buffer' between the trail and the rest of RTP property? Can we be involved in the planning of this buffer? What type of surface will the trail be?**

The Project Team is currently working with the Conservation Commission on how the project walkways will tie into the anticipated trail. These details are still in development, but once they are confirmed they will be shared for public comment.

- 6. Building hours of operation: We strongly request that there be specific hours of operation set for this building and that they be noted on applications for building use, especially given the creation of the function room available for private purposes. We recommend that the building be available for functions 8 am to 10 pm (Sunday through Thursday) and 8 am to 11 pm (Friday and Saturday). These hours would include any set-up and clean-up time.**

The building hours of operation will be determined in collaboration with the Council on Aging and the Community Center Administration. These set hours have not been determined at this time, but the suggested operation hours will be taken into consideration.

- 7. Phase 2 of the project: We have heard discussions of ideas that may be implemented in a 'Phase 2' of the project that could include expanding the building and changes to the outdoor space. Could you let us know what these ideas are, and can we be notified when they are under discussion?**

There are no plans at this time for a "Phase 2" expansion and are not being considered as a part of this project. Should a separate expansion project be seriously considered in the future, these details will be presented in a public forum and open to public comment.

- 8. Play area: If this space is to be used as a community center and the Rec Department will have events here, is it possible to include a small outdoor children's play area?**

The project scope and current project budget do not include a small outdoor children's play area as the planned green space will be used for various outdoor activities that require an open and flexible space. However, that doesn't prevent the incorporation of a play area in the future as a separate project should the Town consider it.

- 9. Security: What type of security is being planned for the building? Will there be someone 'on call' in case there are issues at night or on weekends? Will there be an alarm installed that would be audible to the neighbors?**

The building security system is being determined at this time and will adhere with the Wayland Police Department standards for all Town buildings. The building security system will include camera surveillance, and silent alarms will be considered.

**10. Construction schedule: Will it be possible to get some advance notice when construction will begin, particularly for any demolition, digging, or other loud tasks that will happen?**

City Point Partners, the OPM of the project, will issue construction advisories ahead of any considerable disruptive work as well as any planned night or weekend work. These advisories will be distributed physically to the project abutters as well as digitally via the project email database and uploaded to the Town's project page. To sign up for email updates please email: [ktreacy@citypointpartners.com](mailto:ktreacy@citypointpartners.com), and to view the project page where the latest project info will be displayed: <https://www.wayland.ma.us/coacc>

**§ 198-506. Off-street parking. [Amended 5-5-1999 STM by Art. 11; 5-5-2004 ATM by Art. 15<sup>1</sup>]**

506.1. Off-street parking space shall be provided in connection with the original erection, or increase by units or dimensions, of any building or structure in the following amounts except as otherwise specified in the Zoning Bylaw:

506.1.1. For general retail businesses, commercial and personal service establishments, parking facilities on the basis of one parking space per 140 square feet of gross floor area. In addition to this amount, one parking space for every two employees shall be provided. **[Amended 5-5-2004 ATM by Art. 16]**

506.1.2. For office, professional or public buildings, one off-street parking space for each 200 square feet of ground floor area not used for bulk storage and one parking space for each 400 square feet of floor area other than ground floor.

506.1.3. For restaurants, tearooms, lunch counters or other facilities for eating or drinking, one parking space for every three employees, plus one additional space for every four seats. **[Amended 4-7-2011 ATM by Art. 19]**

506.1.4. For roadside stands, filling stations, auto sales, automobile repair shops or other roadside service establishments, one parking space for every two employees, plus such additional spaces for customer-motorists as the ZBA shall deem necessary to provide a maximum of safety and a minimum of congestion on the adjacent roadways. **[Amended 4-7-2011 ATM by Art. 19]**

506.1.5. Religious facilities, theaters, auditoriums or any public assembly area, one parking space for every three occupants based on the allowed occupancy. **[Amended 4-7-2011 ATM by Art. 19]**

506.1.6. Educational or training center, one parking space for each employee plus one parking space for each instructor plus one parking space for every 1.5 students based on the allowed occupancy. **[Amended 4-7-2011 ATM by Art. 19]**

506.1.7. Elementary or junior/middle schools, one parking space for each employee, teacher, or staff member; a number of parking spaces equal to 5% of the allowed occupancy for visitor parking; plus sufficient off-street space for the safe and convenient loading and unloading of students.

506.1.8. High school, one parking space for each employee, teacher, or staff member; a number of parking spaces equal to 5% of the allowed occupancy for visitor parking; plus one parking space per four students of driving age.

506.1.9. Nursery school or day-care center, one parking space for every four persons of the facility's licensed capacity plus three parking spaces designed for the safe and convenient loading and unloading of persons. **[Amended**

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1. Editor's Note: This Art. 15 also redesignated former § 198-1105.1 through § 198-1105.6.4 as § 198-506.

**4-7-2011 ATM by Art. 19]**

- 506.1.10. For any and all uses, buildings, or structures not specifically provided for in the foregoing enumeration, such parking spaces as the Site Plan Approval Granting Authority, in accordance with § 198-603, shall determine to be necessary, considering the activities involved, to provide a maximum of safety and a minimum of congestion on the adjacent roadways. **[Amended 4-7-2011 ATM by Art. 19]**
- 506.1.11. The Site Plan Approval Granting Authority (SPAGA) may, through a site plan review decision under Article 6 of the Zoning Bylaw, permit any or all of the off-street parking spaces required under this Section 506.1 to be: (a) identified on a site plan and reserved to be encumbered permanently from any inconsistent uses but not constructed until the actual need or demand for such spaces is determined by the SPAGA, and/or (b) provided on a different parcel of land than the underlying principal use, provided that the SPAGA finds that the location of the parking spaces is sufficiently proximate to the underlying principal use so as to be safe and convenient to the general public. In making a decision under this Section 506.1.11, the SPAGA shall consider the following factors: the need to minimize congestion on public and private ways, the need to provide sufficient parking to satisfy parking demands, and the interest in minimizing impervious surfaces and providing appropriate natural buffer areas and open space. **[Added 4-2-2018 ATM by Art. 33]**
- 506.2. Whenever, there is a change in the lawful use of the premises or in the number of employees or business visitors or any other unit of measurement specified in any of the foregoing paragraphs of this Article, and whenever such change creates a need for an increase of more than 20% of the number of off-street automobile parking spaces, as determined by the requirements of § 198-506, more off-street parking facilities shall be provided on the basis of the adjusted needs, as determined by § 198-506. **[Amended 4-7-2011 ATM by Art. 19]**
- 506.3. Mixed uses. **[Amended 4-7-2011 ATM by Art. 19]**
- 506.3.1. In the case of mixed uses, the parking facilities required shall be the sum of the requirements for the various individual uses, computed separately in accordance with § 198-506.1. Parking facilities for one use shall not be considered as providing the required parking facilities for any other use unless it can be clearly demonstrated that the need for parking occurs at different times.
- 506.4. Special permit. The number of parking spaces may be reduced by the granting of a special permit from the Site Plan Approval Granting Authority, in accordance with § 198-603, if the applicant demonstrates that such parking spaces will not be needed for the proposed use, subject to the condition that the area necessary for those spaces is available on the lot and is designated on the approved plan of record. Additional spaces may be required if, at anytime after the special permit is granted, the Site Plan Approval Granting Authority determines that a need exists or parking is deficient. The special permit requirement shall not apply to uses protected under

MGL c. 40A, § 3. **[Amended 4-7-2011 ATM by Art. 19]**

506.5. Location of facilities. **[Amended 4-7-2011 ATM by Art. 19]**

506.5.1. Off-street parking facilities, to the extent required in § 198-506, may be required either on the same lot with the parking-generating activity or on any lot or premises a substantial portion of which is, at least, within 300 feet of such activity.

506.6. Parking facilities shall be used for automobile parking only, with no sales, dead storage, repair work, dismantling or servicing of any kind. The required parking facilities shall be permanently available for use by persons using or working at establishments providing such space. **[Amended 4-7-2011 ATM by Art. 19]**

506.7. The following design standards apply to off-street parking facilities:

506.7.1. All off-street parking facilities shall be designed with appropriate means of vehicular access to a street, as well as maneuvering areas. Access to and from parking facilities shall be through designated driveways, with openings or curb cuts not in excess of 40 feet in width at the exterior line of a public or private way. **[Amended 4-7-2011 ATM by Art. 19]**

506.7.2. All off-street parking facilities shall be provided and maintained with a permanent, dust-free surface, and shall be provided with adequate drainage, and shall have bumper guards where needed for safety. **[Amended 4-7-2011 ATM by Art. 19]**

506.7.3. If lighting is provided, the source of light shall be so arranged and shielded as to prevent direct glare from the light source into any public street or onto adjacent lots. **[Amended 4-7-2011 ATM by Art. 19]**

506.7.4. For off-street parking facilities of 10 or more spaces, bicycle racks facilitating locking, shall be provided to accommodate one bicycle per 10 parking spaces. **[Amended 4-7-2011 ATM by Art. 19]**

506.7.5. Standard parking dimensional regulations. Off-street parking facilities shall be laid out and striped in compliance with the following minimum provisions:

<b>Angle of Parking (in degrees)</b>	<b>Width of Parking Stall (feet)</b>	<b>Parking Stall Length of Line (feet)</b>	<b>Width of Maneuvering Aisle (feet)</b>
90 (two-way)	9	18.5	24
60 (one-way)	10.4	22	18
45 (one-way)	12.7	25	14
Parallel (one-way)	8	22	14
Parallel (two-way)	8	22	18

506.8. Landscaping in parking facilities. **[Amended 4-7-2011 ATM by Art. 19]**

506.8.1. Parking facilities immediately adjacent to a residence district shall be adequately screened year round from view from said residence district by trees, hedges or a tight fence.

506.8.2. For all off-street parking facilities that are not enclosed within a building or structure, 10% of the parking facility shall be landscaped. For the purpose of § 198-506, "parking facilities" shall mean the total area of all parking spaces, including handicapped spaces. **[Added 5-5-2004 ATM by Art. 16; amended 5-5-2005 ATM by Art. 28]**



	Public access to trails/river	COA Offices COA & Cust Res wotj Staff Appts	Welcome Center	Conference Room	Bus Trip Impact	Library	Floating Office	Kitchen	Great Hall A	Great Hall B	Activ C	Activ D	Activ E	Approx Total Spaces Needed
8-10am	2 Parking for access to river and trail activ	7 4-5	8	2 Medicare counseling	14	12-14 Bridge	3 Counseling: Health, legal, taxes Fuel asst, Veterans etc	2	Tai Chi 12-15		2 Set up Bakery Food Distributi on	15-20  Chair	Yoga using D&E	94
10am- Noon	2	7 4-5	10	12-14 Discussion Current Events	14	12-14 Bridge	3	2	Aerobics 20-25	35-40 Set up/Speaker		Watercolor 8	Jewelers Workshop 8	150
Noon- 2pm	2	7 4-5	10	6	14	12-15 Genealog y	3	2		35-40  Luncheon	MWRTA photo IDs Issued 1-3pm 20			124
2-4pm	2	7 3-4	6	4	14	3	3		65-70 Movie	2 Pick up	MWRTA photo IDs Issued 20			135
4-6pm	1	1					3					12-14 Chess	12-14 Robotics	43
6-8pm	1	1		Elder Law Presentation 25 in person Hybrid		15-18 Amer Legion			70 Condo Assoc Mtg	20-25 Girl Scout Leaders		12-15 Babysitter Rec Dept	Training Using D&E	149
8-10pm		1												
					*Motorcoa ch trips will require off- site parking (55)									

Projected parking spaces needed every two hours at the COA-Community Center. Peak usage times week-days: 10am-2pm and 4pm – 8pm  
One parking space used for every 1.2 people in attendance (factor identified by recently constructed COA/Community Centers in MetroWest).  
All attendee numbers entered are weighted estimates from the varied user groups accessing the Community Center for varied purposes.