

John M. Burke, PE, CAPP  
Independent Consulting  
Parking, Transit & Downtown Development

November 16, 2018

Honorable James J. Fiorentini  
City of Haverhill  
4 Summer Street, Room 100  
Haverhill, MA 01830

RE: Newcomb Street Development Proposal  
City Hall Parking Evaluation

Dear Mayor Fiorentini:

As requested, I have reviewed the potential impact on City Hall parking of the Atlantis Investments proposal (20 Newcomb Street) submitted in response to the City's Request for Proposal (RFP) for purchase & redevelopment of these parcels. The Atlantis Investments proposal was determined to be the "Most Advantageous" proposal received by the City. **Based on the proposal and assumptions stated below, I do not believe that the proposed development should negatively impact City Hall parking.**

#### Atlantis Investments Development Proposal

The proposal seeks to renovate, restore and convert the existing building at 20 Newcomb Street into non-profit housing for the community. The proposed building program includes 13 efficiency units with a kitchen and private bathroom, two common laundry rooms, a first-floor office, meeting room for on-site staff, and an expanded paved and landscaped parking lot for tenant parking. The proposal includes a permanent easement to the City for accessing the City Hall parking lot south of the building from Newcomb Street. A concept-level rendering of the proposed building layout plan is shown in **Figure 1**.

The developer proposes to expand the existing 7-space parking lot that is currently serving the building and being used to park city vehicles, to an 18-space parking lot with dumpster storage located adjacent to, and just north of, the redeveloped building. The proposal notes that the City would be granted a 10-year easement for use of the northern half of the proposed new lot. *It is assumed that the proposed easement will allow the seven city vehicles currently parking in this location to continue to do so after the property is redeveloped.*



**Figure 1: Proposed Building Layout Plan  
Atlantis Investments Proposal**

Given the assumed shared use, I would expect that the 18-space parking lot will be sufficient to satisfy the parking needs of the seven city vehicles as well as the building's tenants and employees. The proposal did not state how many residential tenants of the 13 efficiency units are projected to have vehicles. However, even if we assume that every tenant had a vehicle, the 18-space lot should be able to accommodate peak, shared-parking demand for both - because the City's peak weekday use of the lot is during the day and the residential tenant's peak use will be nights. This is demonstrated in the shared parking analysis summarized in **Table 1** and described below.

**Table 1: Shared Parking Analysis**  
**Proposed 20 Newcomb Street Development**  
 # of Cars Parked During Peak Weekday Use

# of Cars Parked During Peak Weekday Use	Weekday Peak Hour (11 a.m.)	Weekday Evening Peak (after 5 p.m.)
City Vehicles	7	2
Tenants of 20 Newcomb St.	9	13
Employees of 20 Newcomb St.	1	1
Peak-hour spaces available in proposed 18-space parking lot	<b>1</b>	<b>2</b>

Parking utilization counts collected by LAZ Parking on two weekdays in November 2018 identified the weekday peak parking hour for the existing 7-space lot serving the 20 Newcomb Street Building to be 11 a.m. At this time, all seven city vehicles were parked in the lot. After 5 p.m., however, there were only two city vehicles parked in the lot (presumably overnight).

The peak weekday use of the lot for the assumed 13 tenant vehicles would be at night when it could be expected that all 13 vehicles would be parked in the lot. However, at 11 a.m. during peak city use, a maximum of 9 tenant vehicles should be expected in the lot.<sup>1</sup> It is further assumed that there would be one employee vehicle parked in the lot during days and evenings - and all visitors to the 20 Newcomb Street Building would use available on-street parking.

Based on these assumptions, the shared parking analysis/table demonstrates how the lot could accommodate tenant, employee and city vehicle parking. Regarding the two city vehicles parked in the lot after 5 p.m., the City could decide to move these to the City Hall lot where there is generally plenty of overnight parking availability. .

This shared parking analysis was performed to demonstrate that the proposed 18-space parking lot, if intended for shared-use with the City, could accommodate tenant, employee and city vehicle parking needs associated with the 20 Newcomb Street redevelopment. However, the City should require the proposer to confirm precisely what is being offered with regard to the parking lot easement and provide an assessment of its parking need considering the needs of tenants, employees and visitors.

#### City Hall Parking Lot Utilization

A plan of the City Hall Parking Lot was provided by the Haverhill Engineering Department and is depicted in **Figure 2** below. It shows a total of 141 parking spaces<sup>2</sup> with a range of unrestricted, assigned, 10-hour, 1-hour, 30-minute, handicapped, and registry road test reserved parking spaces. There is also one loading zone space. The City did issue employee parking placards during the District Court Renovation project, which are no longer being enforced now that it has been completed. It is important to note that both the District Courthouse customers and MA Registry customers are no longer parking at City Hall.

City Hall is also served by approximately 30 on-street, time-limited parking spaces on both sides of Summer Street between Main Street and Bartlett Street and another 21 lined parking spaces on Main Street between White Street and Winter Street.

<sup>1</sup> *Shared Parking, 2nd Addition*, Urban Land Institute, January, 2005. See Table 2-5 Recommended Time-of-day Factors for Weekdays, residential parking.

<sup>2</sup> The plan actually shows 144 parking spaces but the three parallel parking spaces located next to the 20 Newcomb Street Building is actually a No Parking Zone.



Figure 2: City Hall Parking Map

### 2018 City Hall Lot Parking Occupancy Rates

Parking occupancy counts were collected in the City Hall Lot by LAZ Parking on Wednesday, November 14, 2018 every two hours from 5 a.m. to 5 p.m. The weather that day was sunny and dry. The percentage of total parking spaces occupied and number of available spaces by hour are shown in Table 2 below.

**Table 2: Parking Occupancy Rates and Available Spaces  
Haverhill City Hall Parking Lot  
Wednesday, November 14, 2018**

	5 a.m.	7 a.m.	9 a.m.	11 a.m.	1 p.m.	3 p.m.	5 p.m.
<b>% Occupied</b>	7.1%	8.5%	85.1%	81.6%	82.2%	80.1%	64.5%
<b>Available Spaces</b>	131	129	21	26	25	28	50

In the 2018 counts from Table 2, there was never less than 21 spaces available in the parking lot. In general, there is much less parking availability in the upper lot than the lower lot adjacent to City Hall or in the spaces along Newcomb Street. The City may want to explore ways to better balance the use of parking in the lot by modifying space designations somewhat. For example, the four Registry Road Test spaces on the lower level next to the building that are no longer being used by the Registry could be repurposed for designated employee parking to free-up four spaces in the upper lot. There are many other measures that could be considered.

## **2016 City Hall Lot Parking Occupancy Rates**

These counts were very close to counts conducted in 2016 prior to the District Courthouse Renovation. The afternoon peak hour count in the lot on Friday, July 29, 2016 was 80.1%; and on Tuesday, September 27, 2016 it was 87.9%. The 2016 counts also revealed that there is a vast amount of time-limited, on-street parking available when the City Hall Lot is in highest use. On 7/29/16, only 50% of the 21 lined spaces on Main Street between Winter Street and White Street were used when parking demand was highest in the City Hall Lot; that number dropped to 33% on 9/27/16. As for the 30 spaces on Summer Street between Main Street and Bartlett Street, only 50% of these spaces were in use on 7/29/16 when the City Hall Lot was in highest demand; 57% on 9/27/16.

## Findings and Conclusion

Based on the analysis and stated assumptions, there would be no displacement of city vehicles from the existing 20 Newcomb Street Building to the City Hall parking lot. While it is not anticipated, if any tenants or employees decided to park in the City Hall Lot (in spaces closest to the 20 Newcomb Street Building), it would be easy enough to modify regulations in those spaces to make them City Hall employee permit-parking only. For these reasons, I do not believe the proposed development should negatively impact the City Hall Lot parking.

In review of current City Hall Lot parking, there was always 21 parking spaces or more available through the busiest part of the day (9 a.m. to 3 p.m.) on the day counted. These counts were verified by comparing them to previous counts collected in 2016. Previous studies show that the side streets have an additional supply of available parking in close proximity to City Hall even when the City Hall Lot is in highest demand. However, it is recommended that the City consider modifying parking space designations and regulations in the lot to better balance use of the heavily used upper parking lot and much lesser used lower lot and Newcomb Street parking spaces.

If you have any questions or I can be of further assistance please call me at (413) 627-7902.

Sincerely,



John M. Burke, CAPP